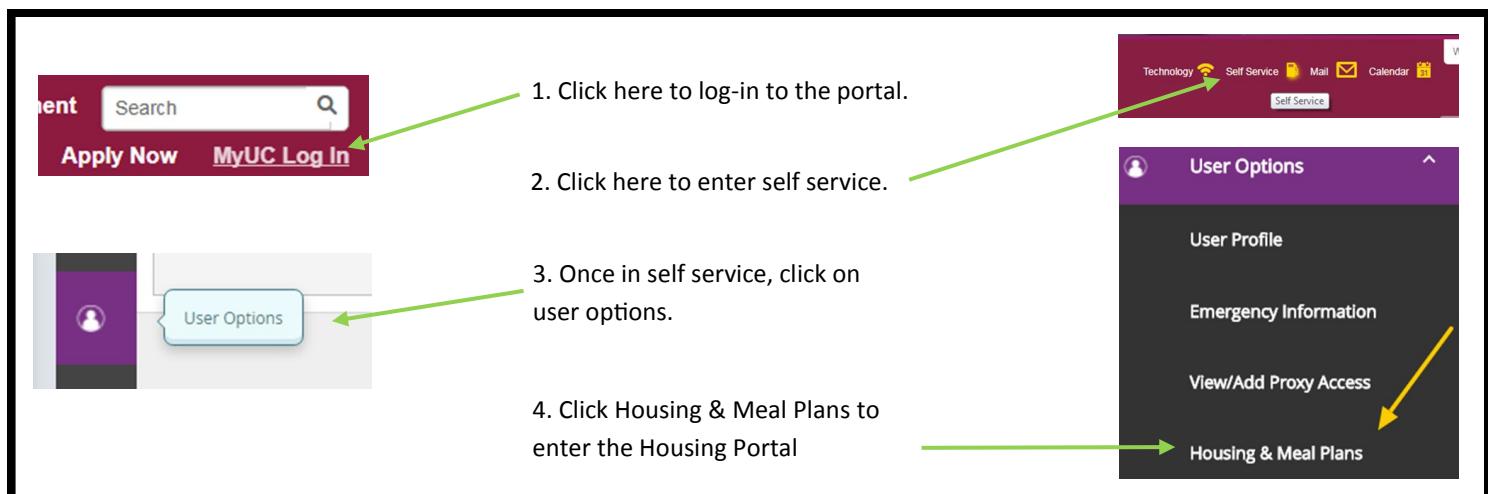


Information on how to connect to the new Housing & Meal Plan Portal.

1. Apply to the University of Charleston.
2. Be accepted to the University of Charleston
3. Pay your enrollment and housing deposits.
4. Receive UC Credentials.
5. Be registered for classes.
6. Apply for Housing & Meal or Housing Exemption

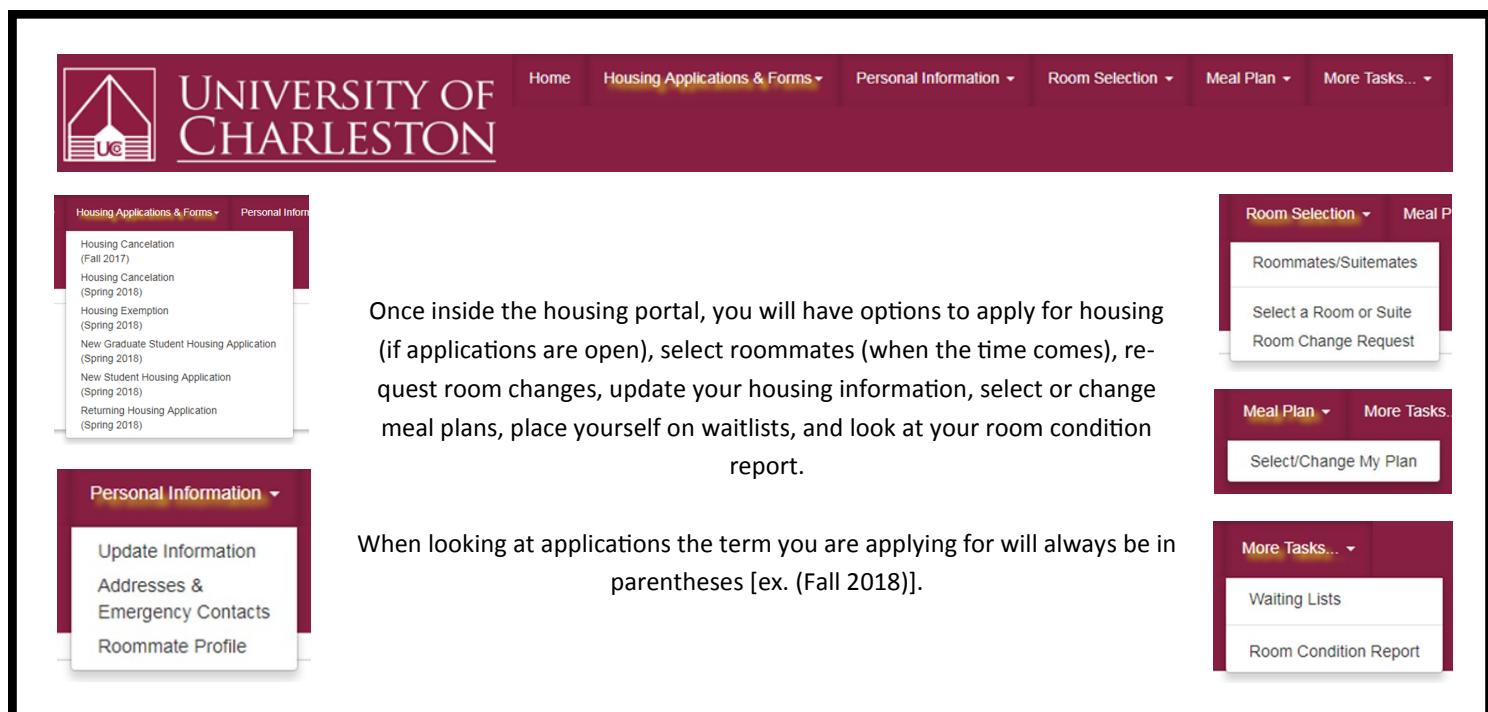


1. Click here to log-in to the portal.

2. Click here to enter self service.

3. Once in self service, click on user options.

4. Click Housing & Meal Plans to enter the Housing Portal



Once inside the housing portal, you will have options to apply for housing (if applications are open), select roommates (when the time comes), request room changes, update your housing information, select or change meal plans, place yourself on waitlists, and look at your room condition report.

When looking at applications the term you are applying for will always be in parentheses [ex. (Fall 2018)].