

Returning Student Housing Application Guide

STEP 1 Go to ksuhousing.kennesaw.edu. Click the top banner that says “Click Here to Apply!” Log in to the Housing Portal with your NetID and password

STEP 2 Click on “Application” at the top, left menu

STEP 3 Select “Academic Year 2019/2020”

STEP 4 Review your Emergency Contact information and add a Missing Persons contact

STEP 5 Review and accept all Residential Policies/Terms and Conditions

STEP 6 Review the Living-Learning Communities (LLC) and indicate your interest. If yes, go to Step 7. If no, go to Step 9.

Select at least one, and up to three, LLC preferences

STEP 7 Answer two questions about your LLC interest

STEP 8 – ROOM RENEWAL (IF ELIGIBLE)

- Select whether you wish to renew current room
- If your room is eligible for renewal, click “Select” and choose your bed from the dropdown and click “Assign Beds.” On the confirmation page, click “Save & Continue”
- If your room is not eligible for renewal, click “Continue” to proceed with the remainder of the application

STEP 9 Build your Roommate Profile

STEP 10 Complete the Meningitis Statement

STEP 11 If you are underage, submit a proxy. Your proxy must sign before you can pay the application fee. If you are over 18, scroll to the bottom and sign using your KSU ID.

STEP 12 Pay the application fee

APPLICATION PHASE 1 COMPLETE

STEPS 2 AND 3

Term Selector

Please select a term below to start or continue with your application.

Academic Year 2018/2019 (08/11/2018 - 07/26/2019)	APPLY
Academic Year 2018/2019 - Returning (08/11/2018 - 07/26/2019)	APPLY
Academic Year 2019/2020 (08/16/2019 - 07/27/2020)	APPLY

STEP 7

LLC Preferences

Please use this page to select a maximum of 3 choices to apply. On the next page you will answer two simple questions to complete your application. In order to select your preferences, click the blue 'Add' button below, select your LLC preference from the drop-down list and click 'OK' to add that LLC preference. You can add a maximum of 3 choices, but can select any fewer than that. Once you have made your selections, click the 'Save and Continue' button at the bottom to proceed.

Order	Preference	Delete
1	Honors (Freshman & Upperclassman)	DELETE
2	Leadership (Freshman & ...)	OK CANCEL

You can add 1 more preferences for this application.
Please select at least 1 preference.

SAVE & CONTINUE

STEP 8

Room Renewal

Please check the box if you would like to renew your current room. Please note that your current room may not be eligible for renewal. Leave the box unchecked to pick a different room.

Please check this box to renew:

SAVE & CONTINUE

Room Renewal

Your current room is not available for renewal.

CONTINUE

STEP 12

Application Fee Information (\$375)

In order to complete Phase 1 of the 2019-2020 Application you need to pay your application fees. For a New Student the fee is \$375. This fee is non-refundable upon payment and is not a deposit. The fee is comprised of a \$200 Application Processing fee, a \$100 Residence Life fee and a \$75 Cleaning Fee.

SAVE & CONTINUE

QUESTIONS?

Visit the Talon One Service Center

Call (470) 578-8663 (T-ONE)

Email talonone@kennesaw.edu | ksuhousing.kennesaw.edu

