USE THE RIGHT APPLICATION
Log in to MY HOUSING from www.udel.edu/reslife between AUG 8 and AUG 19.
On the STUDENT HOME page, select MUTUAL ROOM EXCHANGE from the navigation at the top of the page.

POST YOUR CURRENT ASSIGNMENT
Select your assignment from the drop list.
Your room will not be available for other students to see in Mutual Room Exchange until you complete the next step ...

DEFINE YOUR PREFERENCES
You must select at least one building/room type preference in order to participate in Mutual Room Exchange. You will not be bound by these preferences, but your preferences allow other students to see your preferences to determine if their space meets your needs.
Select up to five (5) building/room type preference combinations.

POST YOUR PREFERENCES
When you hit POST at the bottom of the ROOM PREFERENCES page, you are making your fall 2016 space available for swap and your preferences visible to other students participating in Mutual Room Exchange.

LOOK FOR A MATCH
You can select from tabs at the top of the MUTUAL ROOM EXCHANGE page.
Below is a handy reference guide to Exact Matches and Partial Matches. Alternatively, you can choose to SEARCH ALL POSTS, which ignores any preferences that you defined on the ROOM PREFERENCES page.

Partial Matches: Your Preferences
Postings from students who preferenced your space, but are not offering a space that matches your preferences

Partial Matches: Their Preferences
Postings from students who preferenced your space, but are not offering a space that matches your preferences

Exact Matches
Postings from students who preferenced your space, who are offering the space you preferenced

WHAT DO I DO NOW?
Once you have a swapped offer, you have a new housing assignment for Fall 2016. Please note that as part of the final room exchange approval process, Residence Life & Housing reserves the right to reverse any improper room exchanges.

WWW.UDEL.EDU/RESLIFE/ROOMCHANGES
Questions? Contact your Residence Hall Coordinator or contact Residence Life & Housing at reslife-housing@udel.edu or (302) 831-HOME (4663).