The following is a visual walkthrough of the Roommate Matching portion of the housing application.

1. **Roommate Matching Main Page**

   This page is the starting point for the Roommate Matching process. On this page you can search for roommates, create your own group, or join an existing one. Once you are part of a roommate group, your group information will display here.

   # Roommate Matching

   Welcome to the Roommate Matching page. Here you will be able to locate other students as potential roommates, as well as send or receive roommate group requests and manage your roommate group. Use the links at the bottom of the page to get started!

   ## Not In a Group

   You are not currently a member of any roommate groups. Please use the search options to locate roommates and send requests.

   Create Group

   Join Group
   Search For Roommate Group
   Search by Email Address
   Search for Roommates by Profiles

   Roommate Matching Menu Options:

   - Create Group
     - Use to create a roommate group. Doing so will make you the group leader. You will then be able to invite potential roommates to your group using the other options on this page.
   - Join Group
     - Use to join an existing group. Must have the group name and password provided to you by the group leader.
   - Search for Roommate Group
     - Allows you to search for existing roommate groups by group size, by group name, or by student name.
   - Search by Email Address
     - Allows you to search for specific roommates by their Syracuse University email address.
   - Search for Roommates by Profiles
     - Allows you to search for potential roommates by their responses to the roommate questionnaire form.

2. **To create a roommate group, enter a group name and create a password. You will use this name and password to share with roommates you have found so they can find your group easily.**

   When you create a roommate group you will become the group leader. You can pass leadership to another group member at any time on the main page once your group is established.

   Group leaders cannot remove group members and they cannot drop the group. You must be a non-leader member to leave the group.

   If you are the group leader and you wish to leave the group, transfer leadership to another group member and then you will have the ability to leave the group.

   Only group leaders can approve or deny members. We strongly encourage all roommates to communicate with one another about adding group members.

Roommate Group Details

Please set a name and password for your group. You will need to share your group's password with potential roommates in order for them to join your group.

If you want other students to be able to search for your group, you must check the box below. Otherwise your group will not display in search results for other students.

Group Name:

Password:

Confirm Password:

Let other people search for this group?

☐

> **Warning**
> Any group names or passwords that are deemed offensive will result in your roommate group being deleted and the group leader will be referred to the conduct office for a Student Conduct Code violation.

> **Group Password Assistance**
> If you are the group leader for a group and you lose or forget your group's password you will need to set a new password here.

Go Back   Save Group

---

3. **The Roommate Group Join page is where you will go if you know the group name and password of an existing group.**

Roommate Group Join

Group Name:

Password:

Enter the group name and password to join an existing group.

If you do not know the group name or group password, contact the group leader. The housing office is not able to provide password information.

Go Back   Join Group

4. **Search by Email Address to find a specific student.**

Search by Email Address
To search for a specific student, enter their full Syracuse University email address.

Syracuse Email Address:

☑ Exclude results that cannot be added or joined

Manage Group **Search**

Join Group
Search For Roommate Group
Search for Roommates by Profiles

5. **Search by Profiles to find students who answered questions on their questionnaire in a specific way.**

Roommate Search By Profiles
This search allows you to filter based on how other students responded to questions on the roommate questionnaire.

The top 50 results will display that match your filtered search.

If you know the person you are looking for, you can enter their email address under the 'Search by Applicant Email Address' option to locate a specific student.

Roommate Matching
Describe your demeanor:

Any ⌄

How close would you like to be with your roommate?

Any ⌄

Can your roommate use your belongings?

Any ⌄

How would you describe your privacy preference?

Any ⌄

☑ Hide results that cannot be added or joined

Manage Group **Search**

Join Group
Search For Roommate Group
Search by Email Address

6. **Search by Roommate Group to find existing groups. Group options will automatically display on the right side of the page.**

Roommate Group Search
Search for an existing group by group name or by the name of a student that is a current member of the group.

Desired Group Size

1 to 4

☑ Include Unlimited Size

Group Name

Member Name

We couldn't find any groups. Please adjust the filters to expand your search.

Go Back

7. **Merging Groups – If you are part of a group and you search for another student or a group you will see the option to merge your groups together.**

   For first-year and transfer students, your group size options are 1, 2, or 4 person groups. If your group sizes exceed the maximum group size you will not be able to merge your groups unless someone leaves the group.

Search by Email Address

To search for a specific student, enter their full Syracuse University email address.

Syracuse Email Address:

☑ Exclude results that cannot be added or joined

Manage Group **Search**

Search For Roommate Group
Search for Roommates by Profiles

@syr.edu (Group Leader:

Name:
Age:
Classification: First Year Student
Gender: Male
Description:

53% Match

Merge Group

Send Message

View Profile

Roommate Group Search

Search for an existing group by group name or by the name of a student that is a current member of the group.

Desired Group Size

1 to 4

☑ Include Unlimited Size

Group Name

Member Name

Group Leader:

Total Members: 1/4
Members: @syr.edu

Merge Group

Please contact us at housing@syr.edu for assistance troubleshooting the roommate grouping process.