MyHousing: Apply Online
To get to “MyHousing”...

- Login to “MyBiola” (http://my.biola.edu)

If it’s your first time at MyBiola, select “First time logging in?” to set up your account.
To get to “MyHousing”...

- Go to the Student Tab, then log-in to “My Housing”.
Select: Apply Online

- Select “ApplyOnline” to apply for Biola Undergraduate Housing.

- If the future you can select “MyHousing” if you wish to see your Housing Assignment, Roommate Information, Meal Plans, Campus Mailboxes, and Billing Charges.

Please select a MyHousing System to sign into:

- ApplyOnline: Select this option if you wish to submit an online housing application.

- MyHousing: Select this option if you wish to change personal living preferences, participate in room selection, choose a dining plan, and more.

NOTICE: If you are having trouble logging into the system please try deleting your cookies. Directions: Internet Explorer | Mozilla Firefox
Prior to Applying, remember:

- Read the Contract and Housing Handbook to know what you’re agreeing to. By agreeing to the Contract, on the Housing Application students are bound to the Policies and Procedures. **Read this to avoid surprise should your housing plans change after electronically signing the Contract!**

- Any **Student under age 20 by the first day of class (August 28th)** is **required** to live on campus OR commute from home.

- If you live on campus in a Residence Hall (not an Apartment), you are **required to have a Meal Plan** with 10 meals or more per week.

- **You are responsible for checking your Biola Email Address and My.Biola.Edu announcements and for responding to any message you are sent.**

- Once the electronic version of the Contract is agreed to and the Housing Application is submitted, all the terms and conditions apply, including cancellation timelines and charges.
ApplyOnline Cycle:

1. Pay $250 Housing Deposit
2. 24 Hours Later: Go to Housing Application on MyHousing
3. Read & Agree with Electronic Signature on Contract
4. List Personal and Living Preferences
5. Select Meal Plan (10 meals/week or more)
To Apply Online, select the Application you wish to apply for. Applications will only be available during certain times of the year.

If you need HELP during the Application Process there is a toolbar on each page which lists helpful information.
Please read carefully through the Housing Contract. This is a legally binding Contract (comparable to a lease agreement). If you’d like to view these guidelines again check out the Rules & Rates section on the Housing Website. When finished, select “I agree” at the bottom of the page.

After the Application is submitted, a copy of this Contract will be attached to the confirmation email sent to the Biola Email Address. If a Student is under 18 years old at the time of completion, they must print out the Contract, collect a Parent/Guardian signature, and must return the Contract to the Biola Housing Office.
ApplyOnline: Personal Preferences

• Fill in your Contact Information, Roommate Matching Questions, and agreements or understandings to important policies and procedures.

• Do not leave any answers as “N/A” to allow for the best possible roommate match.
ALL OFFICIAL DOCUMENTED MEDICAL OR DISABILITY SPECIAL HOUSING ACCOMMODATION REQUESTS MUST BE MADE THROUGH THE LEARNING CENTER. LEARNING.CENTER@BIOLA.EDU PHONE: 562.906.4542 FAX: 562.906.4543

If you have a documented Medical Condition or Disability, you may request for The Learning Center to contact you to support you, regardless of whether or not your condition necessitates a Special Housing Accommodation.
List up to 3 Building Preferences. This is merely an **OPTIONAL REQUEST** and **does not guarantee any building**. We will do our best to try to assign you to a building you request, but you may be placed elsewhere based on availability and timing.
Students who live in the Residence Halls are required to have a Meal Plan of 10 Meals per week or more, or the 175 block plan. If you select a Meal Plan less than 10 Meals per week you will be automatically assigned a Meal Plan prior to the semester starting.

If you are assigned to a Biola Apartment then a Meal Plan is not required but is optional. If this happens, you may change or cancel your Meal Plan on MyHousing (not ApplyOnline).
This is the Confirmation Page of the Housing Application, which indicates you have officially submitted an application and are now Contracted to live in Biola Housing.

Should you need to cancel your Housing Contract or are not coming to Biola, you must notify the Housing Office in writing immediately. Cancellation fees and deposit forfeiture will apply in accordance with the Housing Handbook.

A CONFIRMATION EMAIL WILL BE EMAILED TO YOUR BIOLA EMAIL ADDRESS. If you paid your Housing Deposit by Credit Card then your receipt information will be included on this page and in the Confirmation Email.
Questions?? Contact:

- For “MyHousing” technical difficulties:
  Beth Braley, Auxiliary Services
  beth.braley@biola.edu
  (562) 903-6000 x. 5813

- For Housing Assignment or Cancellation info:
  Undergraduate Housing Staff
  undergraduate.housing@biola.edu
  (562) 903-6000 x. 5838

- For Dining (Meal Plans or Flex Dollars):
  Carolyn White
  dining.services@biola.edu
  (562) 903-6000 x. 5810