

# **UNL First Year Student Housing Application**

## **Forming a Roommate Group**

### **Step by Step Guide**

#### **2025-2026 Academic Year**

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**HOUSING & DINING**



## ★ What Is The Roommate Finder?

The roommate finder allows you to browse other students who have completed their housing application and look at your compatibility based on the questions you answered in your application. You can use the roommate finder to search for a specific person who you know you would like to live with, or you can browse other students who seem to be most compatible with you to find someone new.

Forming a roommate group is optional. If you do not form a roommate group, then you will be randomly assigned to a roommate who seems to be compatible with you based on your answers to the roommate matching questions in the application.

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## ★ Who Can I See in The Roommate Finder?

If you have opted to live in Honors Suites, you will only be able to see other roommates within Honors Suites. Those who have opted into a Theme Community will also only be able to see roommates within their Theme Community. Please note that roommate groups may need to be separated if one person is accepted into a Learning Community, Themed Community, or Honors Program later as those students are required to live with others in their same program.

Other students will only appear to you in the roommate finder after they have completed their housing application. If you are looking for someone specific, they will need to complete their application before you can search for them in the roommate finder.

The roommate finder will only show you students of the same gender as you. Students who have opted into Gender-Inclusive Housing will only be able to see other students who have opted into Gender-Inclusive Housing.

A roommate group cannot be more than two people. Even students who will be in suites with Honors or a Learning Community can only form a group of two. Once a student has joined a roommate group, they will no longer be visible in the roommate finder, because there is no more space available in that roommate group.

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# N Navigate to the Housing Portal

## STEP 1

You'll start on the Home page. To select your roommate for the 2025-2026 academic year, you'll use the Roommate Finder feature. Click on the Roommate Finder button to begin.

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Home | New Student Application | Family Housing | Accounts | Mail Forwarding | Log Out

Welcome to the Housing and Dining Portal at the University of Nebraska - Lincoln!  
This is your central hub for managing everything related to your #HuskerHome, ensuring you get the most out of your housing and dining experience.



YOUR APPLICATION IS

COMPLETE!

Congratulations! Your housing application is complete. Welcome to your Husker Home!

Now that your application is complete, this page serves as the gateway for additional steps and services for your housing and dining needs. Click any of the buttons along the right to discover more about joining a Learning/Themed Community, exploring floor plans, and more!

[ESA/Animal Form](#)

[New ESA Form](#)



you are

HERE

Your Husker Home is waiting for you.

Apply today!



MEAL PLANS

Check your balance, swipes or add options.


Messages

From	Subject	Date
Univ...	Email: Succes...	10:49
Univ...	Email: Succes...	1/7/2025
Univ...	Portal Email: ...	1/7/2025
Univ...	Portal Email: ...	1/7/2025




JOIN A

LEARNING COMMUNITY




LIVE IN THE


HONORS COMMUNITY



ROOMMATE FINDER



BUILDING FLOOR PLANS



RENTERS INSURANCE

CANCEL

YOUR CONTRACT

f

3 of 23

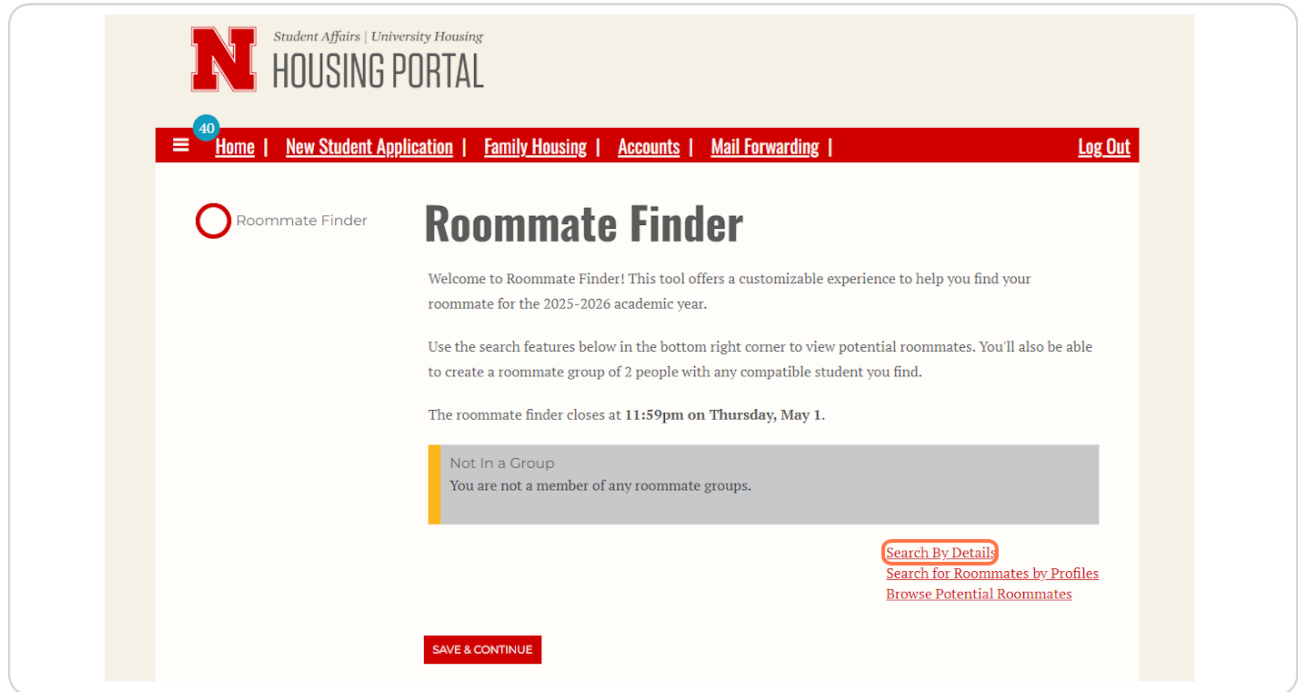
**Click on Continue for 2025-2026 Academic Year application**



## ★ Search By Details to Find a Roommate

### STEP 3

The first option is to click on Search By Details. Using this feature will allow you to search for specific roommates.



The screenshot shows the 'Roommate Finder' page of the University Housing Portal. The page has a red header with the 'N' logo and navigation links: Home, New Student Application, Family Housing, Accounts, Mail Forwarding, and Log Out. The main content area is titled 'Roommate Finder' and includes a welcome message, instructions on how to use the search features, and a deadline notice. A grey box indicates the user is not in a group. At the bottom right, there are three links: 'Search By Details' (highlighted with a red box), 'Search for Roommates by Profiles', and 'Browse Potential Roommates'. A red 'SAVE & CONTINUE' button is at the bottom left.

**N** Student Affairs | University Housing  
**HOUSING PORTAL**

40  
Home | New Student Application | Family Housing | Accounts | Mail Forwarding | Log Out

**Roommate Finder**

Welcome to Roommate Finder! This tool offers a customizable experience to help you find your roommate for the 2025-2026 academic year.

Use the search features below in the bottom right corner to view potential roommates. You'll also be able to create a roommate group of 2 people with any compatible student you find.

The roommate finder closes at 11:59pm on Thursday, May 1.

Not In a Group  
You are not a member of any roommate groups.

[Search By Details](#)  
[Search for Roommates by Profiles](#)  
[Browse Potential Roommates](#)

SAVE & CONTINUE



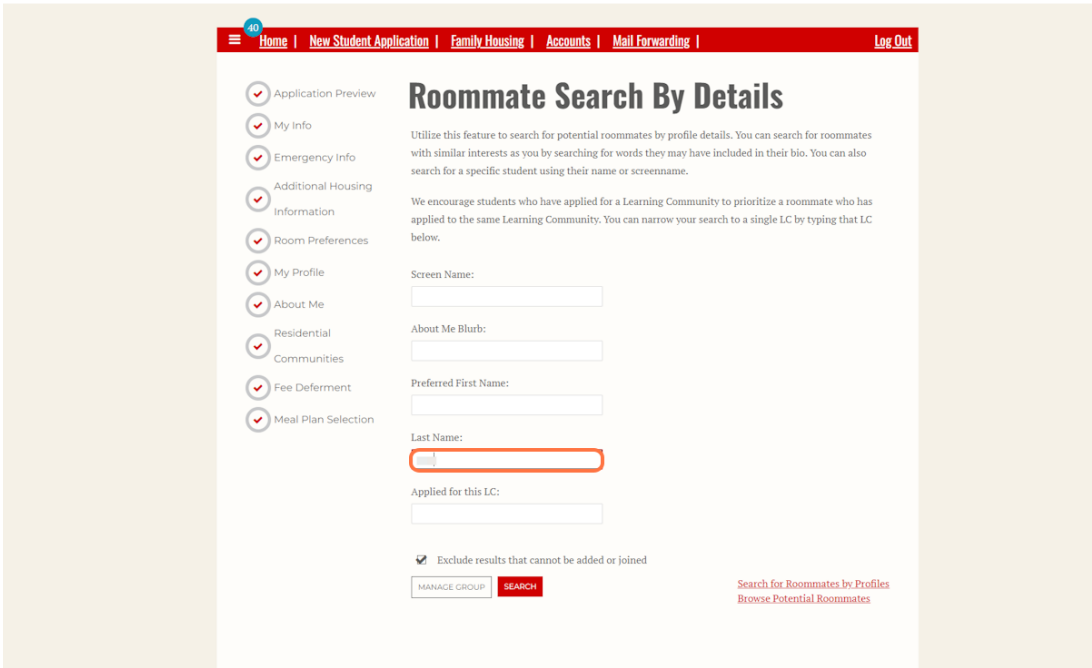
## STEP 4

**If you know someone's first or last name or you want to see who has applied to the same Learning Community (LC) as you, this is the easiest way to find them. Type in the information and then click Search.**

Screen name is not the student's actual name. It is the username that was automatically generated for the student by the Housing Portal to be used for the roommate finder.

Your search results will appear at the bottom of the page.

The roommate finder will not display the student's name, only the screen name assigned to them for the roommate finder. You may need to ask your friend to log into the housing portal and verify that the screen name is correct.



The screenshot shows the 'Roommate Search By Details' page in a web portal. The top navigation bar is red with white text links: Home, New Student Application, Family Housing, Accounts, Mail Forwarding, and Log Out. A sidebar on the left contains a list of menu items with red checkmarks: Application Preview, My Info, Emergency Info, Additional Housing Information, Room Preferences, My Profile, About Me, Residential Communities, Fee Deferment, and Meal Plan Selection. The main content area has the title 'Roommate Search By Details' and a description: 'Utilize this feature to search for potential roommates by profile details. You can search for roommates with similar interests as you by searching for words they may have included in their bio. You can also search for a specific student using their name or screenname.' Below this, there is a paragraph: 'We encourage students who have applied for a Learning Community to prioritize a roommate who has applied to the same Learning Community. You can narrow your search to a single LC by typing that LC below.' The search form includes input fields for 'Screen Name:', 'About Me Blurb:', 'Preferred First Name:', 'Last Name:', and 'Applied for this LC:'. The 'Last Name' field is highlighted with a red border. At the bottom of the form, there is a checkbox labeled 'Exclude results that cannot be added or joined' which is checked. Below the checkbox are two buttons: 'MANAGE GROUP' and 'SEARCH'. To the right of the 'SEARCH' button, there are two red links: 'Search for Roommates by Profiles' and 'Browse Potential Roommates'.



## ★ Search for Roommates by Profiles

### STEP 5

A second way to search for potential roommates is to click on Search for Roommates by Profiles

☒ My Profile

☒ About Me

☒ Residential Communities

☒ Fee Deferment

☒ Meal Plan Selection

Screen Name:

About Me Blurb:

Preferred First Name:

Last Name:

Applied for this LC:

☒ Exclude results that cannot be added or joined

MANAGE GROUP

SEARCH

Search for Roommates by Profile  
Browse Potential Roommates

TestUser001  
Age: 20  
Classification: New Freshman  
Gender: Female  
Description: I am super laid back and like to watch Netflix  
Applied for an LC:

53% Match

ADD TO GROUP

SEND MESSAGE

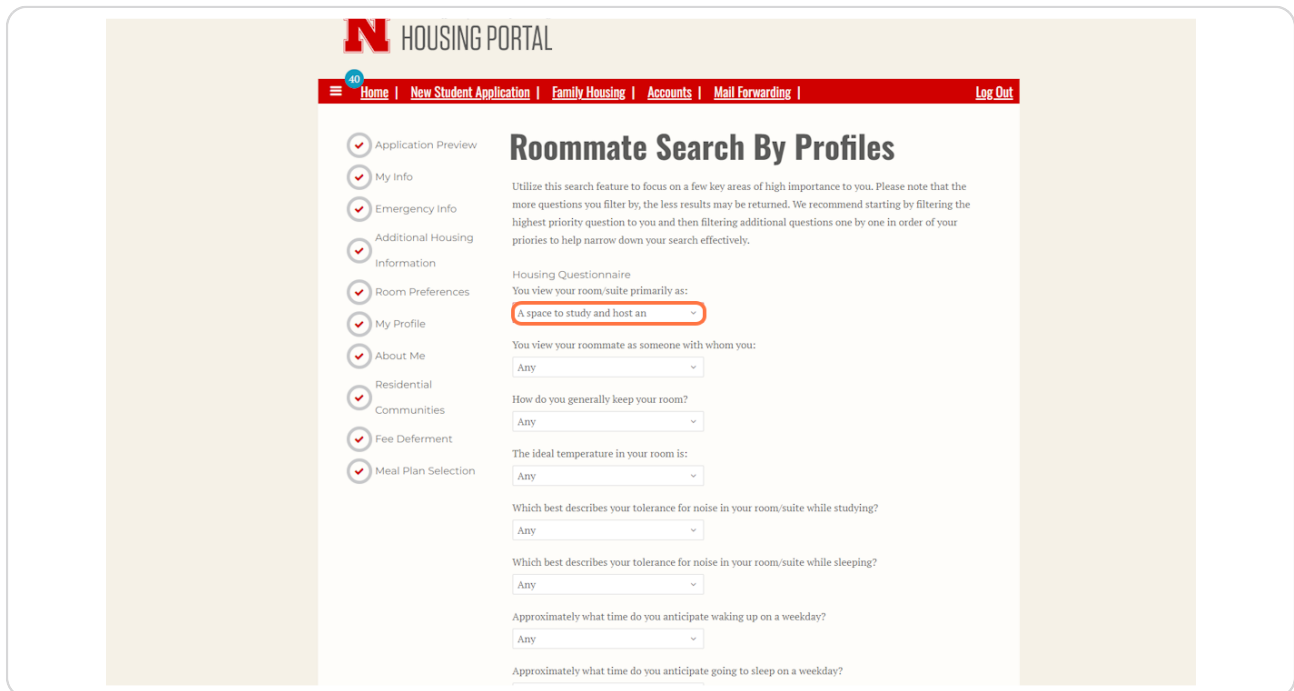
VIEW PROFILE



## STEP 6

**Here, you will be able to select specific answers to questions from the Housing App. We recommend selecting only one or two options that are very important to you as this can really limit the roommate options you see.**

If you are not seeing any matches, that's okay! Just decrease the amount of filters you are using or try searching for a roommate another way. Remember that people may be compatible with you but have slightly different answers that would make them not show up if you are filtering for very specific answers to multiple questions.



The screenshot shows the 'N HOUSING PORTAL' interface. A red navigation bar at the top contains links: Home, New Student Application, Family Housing, Accounts, Mail Forwarding, and Log Out. On the left, a sidebar lists various profile sections with checkboxes: Application Preview, My Info, Emergency Info, Additional Housing Information, Room Preferences, My Profile, About Me, Residential Communities, Fee Deferment, and Meal Plan Selection. The main content area is titled 'Roommate Search By Profiles'. It includes a brief instruction on using filters, a 'Housing Questionnaire' section with several dropdown menus, and a 'Log Out' button. The first dropdown menu, 'You view your room/suite primarily as:', is highlighted with a red box and shows the selected option 'A space to study and host an'.

**N HOUSING PORTAL**

Home | New Student Application | Family Housing | Accounts | Mail Forwarding | Log Out

Application Preview  
My Info  
Emergency Info  
Additional Housing Information  
Room Preferences  
My Profile  
About Me  
Residential Communities  
Fee Deferment  
Meal Plan Selection

### Roommate Search By Profiles

Utilize this search feature to focus on a few key areas of high importance to you. Please note that the more questions you filter by, the less results may be returned. We recommend starting by filtering the highest priority question to you and then filtering additional questions one by one in order of your priorities to help narrow down your search effectively.

Housing Questionnaire

You view your room/suite primarily as:  
A space to study and host an

You view your roommate as someone with whom you:  
Any

How do you generally keep your room?  
Any

The ideal temperature in your room is:  
Any

Which best describes your tolerance for noise in your room/suite while studying?  
Any

Which best describes your tolerance for noise in your room/suite while sleeping?  
Any

Approximately what time do you anticipate waking up on a weekday?  
Any

Approximately what time do you anticipate going to sleep on a weekday?





STEP 7

Once you have selected one or two answers, click on Search

Any

Smoking & Alcohol Information

I am comfortable living with someone who smokes/vapes (Note: UNL is a smoke-free campus).

Any

I am comfortable living with someone who uses marijuana (Note: Marijuana is not legal in the state of Nebraska).

Any

I am comfortable living with someone who drinks alcohol. (Note: UNL is a dry campus.)

Any

☒ Exclude results that cannot be added or joined

MANAGE GROUP

SEARCH

[Search By Details](#)

[Browse Potential Roommates](#)

Nebraska

UNL

530 N. 17th Street Lincoln, NE 68588-0622



## STEP 8

This will take you to a page where anyone who has the same answer will be displayed.

The screenshot shows a web application interface for finding roommates. The top navigation bar is blue with a star icon and the text "Administration User". The main content area is white. On the left, there is a sidebar with a large "N" logo and the text "Nebraska State University". The main content area contains a search form with the following fields:

- Are you comfortable living in a room/suite where an animal may be present?  
Any
- Smoking & Alcohol Information  
I am comfortable living with someone who smokes/vapes (Note: UNL is a smoke-free campus).  
Any
- I am comfortable living with someone who uses marijuana (Note: Marijuana is not legal in the state of Nebraska).  
Any
- I am comfortable living with someone who drinks alcohol. (Note: UNL is a dry campus.)  
Any

Below the search form, there is a checkbox labeled "Exclude results that cannot be added or joined" which is checked. To the right of the search form, there is a red "SEARCH" button and a link "Search By Details Business Potential Roommates".

The search results area, highlighted by a red box, shows a profile for "TestUser001". The profile includes the following information:

- Age: 20
- Classification: New Freshman
- Gender: Female
- Description: I am super laid back and like to watch Netflix
- Applied for an LC:

On the right side of the profile, there is a circular progress indicator showing "55% Match". Below the profile, there are three buttons: "ADD TO GROUP", "SEND MESSAGE", and "VIEW PROFILE".

At the bottom of the page, there is a footer with the following information:

- 330 N. 17th Street, Lincoln, NE 68508-5407
- Housing Office: (402) 472-3561 | (800) 749-8805
- Family Housing: (402) 472-3755
- Email: housing@unl.edu
- Website: housing.unl.edu
- Hours of Operation: Monday-Friday, 8 a.m. - 5 p.m. CST

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## ★ Browse Potential Roommates

### STEP 9

The third option is to view available roommate options by clicking on **Browse Potential Roommates**

Any

Smoking & Alcohol Information  
I am comfortable living with someone who smokes/vapes (Note: UNL is a smoke-free campus).  
Any

I am comfortable living with someone who uses marijuana (Note: Marijuana is not legal in the state of Nebraska).  
Any

I am comfortable living with someone who drinks alcohol. (Note: UNL is a dry campus.)  
Any

☒ Exclude results that cannot be added or joined

MANAGE GROUP

SEARCH

Search By Details

Browse Potential Roommates

TestUser001  
Age: 20  
Classification: New Freshman  
Gender: Female  
Description: I am super laid back and like to watch Netflix  
Applied for an LC:

53% Match

ADD TO GROUP

SEND MESSAGE

VIEW PROFILE



## STEP 10

**This will take you to a page that displays people who would be good roommate matches for you based on the answers in your Housing Application. It will display your highest matches first.**

The screenshot shows a web application interface for finding roommates. On the left is a sidebar with navigation links: Application Preview, My Info, Emergency Info, Additional Housing Information, Room Preferences, My Profile, About Me, Residential Communities, Fee Deferment, and Meal Plan Selection. The main content area is titled 'Suggested Roommates' and contains a list of three potential roommates. Each roommate profile includes their name, age, classification, gender, description, and a match percentage. The first roommate, .PortalDX11111105, has a 61% match. The second, .Groth1010109, has a 63% match. The third, TestUser001, has a 63% match. Each profile also has buttons for 'ADD TO GROUP', 'SEND MESSAGE', and 'VIEW PROFILE'. A red box highlights the 'Suggested Roommates' section.

Roommate Name	Age	Classification	Gender	Description	Match Percentage
.PortalDX11111105	20	New Freshman	Female	Hello!	61% Match
.Groth1010109	32	New Freshman	Female	test	63% Match
TestUser001	20	New Freshman	Female	I am super laid back and like to watch Netflix	63% Match



## ★ Learn More About Potential Roommates

### STEP 11

**Once you have found someone who you might want to live with, you can connect with them through the Housing Portal by clicking Send Message**

Please note that messaging and agreeing to live together does not mean that you have formed a roommate group. You still need to go through the formal process of creating a roommate group to be assigned to live together.

The screenshot displays the Housing Portal interface. On the left, there are three filter options, each with a red checkmark in a circle: "Residential", "Communities", "Fee Deferment", and "Meal Plan Selection". To the right of these filters is a form with the following fields: "About Me Blurb:" (a text area), "Preferred First Name:" (a text field), "Last Name:" (a text field containing the word "test"), and "Applied for this LC:" (a text field). Below these fields is a checkbox labeled "Exclude results that cannot be added or joined" which is checked. To the right of the checkbox are two buttons: "MANAGE GROUP" and "SEARCH". To the right of the "SEARCH" button are two links: "Search for Roommates by Profiles" and "Browse Potential Roommates". Below the search filters and links is a search result card for "TestUser001". The card displays the following information: "Age: 20", "Classification: New Freshman", "Gender: Female", "Description: I am super laid back and like to watch Netflix", and "Applied for an LC:". To the right of the user information is a circular progress indicator showing "53% Match". To the right of the progress indicator are three buttons: "ADD TO GROUP" (red), "SEND MESSAGE" (orange), and "VIEW PROFILE" (white).



STEP 12

Compose your message and click Send Message to connect with your potential roommate.

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[Home](#) | [New Student Application](#) | [Family Housing](#) | [Accounts](#) | [Mail Forwarding](#) | [Log](#)

# Compose Message

To:

TestUser001

Subject:

Message:

GO BACK

SEND MESSAGE

N

Nebraska

Big

530 N. 17th Street Lincoln, NE 68588-0622



## STEP 13

**You can also see how compatible you are with someone based on the percentage match displayed. The system calculates this percentage based on your answers and the other person's answers in their housing application.**

Clicking View Profile in the search results will allow you to view the student's answers to the roommate matching questionnaire.

The percentage match can be a helpful tool to see compatibility at a glance, but we recommend you view the other student's profile to look at their specific answers to the roommate matching questions and how they line up with your own.

Last Name:

Applied for this LC:

☒ Exclude results that cannot be added or joined

MANAGE GROUP

SEARCH

[Search for Roommates by Profiles](#)  
[Browse Potential Roommates](#)

TestUser001

Age: 20

Classification: New Freshman

Gender: Female

Description: I am super laid back and like to watch Netflix

Applied for an LC:

53% Match

ADD TO GROUP

SEND MESSAGE

VIEW PROFILE



## STEP 14

If you want to see how someone answered each question on their Housing Application, which can tell you more about how compatible you may be, click on **View Profile**

Last Name:

Applied for this LC:

☒ Exclude results that cannot be added or joined

MANAGE GROUP

SEARCH

[Search for Roommates by Profiles](#)  
[Browse Potential Roommates](#)

**TestUser001**  
Age: 20  
Classification: New Freshman  
Gender: Female  
Description: I am super laid back and like to watch Netflix  
Applied for an LC:

53% Match

ADD TO GROUP

SEND MESSAGE

VIEW PROFILE





## STEP 15

**Once you are done viewing the person's profile, click on GO BACK to continue searching for roommates or to add them to your roommate group.**

The screenshot displays a web application interface for managing roommates. At the top, a blue header bar contains a star icon, the text "Administration User", and a "Edit Profile" button. Below the header, a sidebar on the left lists navigation options: "Residential Housing Information", "Room Preferences", "My Profile", "About Me", "Residential Communities", "Fee Deferment", and "Meal Plan Selection". The main content area shows a profile for a person named "Age: 20". Below the profile, a "Housing Questionnaire" is displayed, containing several questions and answers related to room preferences, noise tolerance, and living arrangements. At the bottom of the questionnaire, there is a "GO BACK" button. The footer of the page features the Nebraska State logo and contact information for the Housing Office.

Administration User

Age: 20

Housing Questionnaire

You view your room/suite primarily as: A space to study and host an occasional visitor or two

You view your roommate as someone with whom you: See as part of my friend group

How do you generally keep your room? Mostly clean

The ideal temperature in your room is: Medium (70-73F)

Which best describes your tolerance for noise in your room/suite while studying? I'm fine with some noise

Which best describes your tolerance for noise in your room/suite while sleeping? I'm fine with some noise

Approximately what time do you anticipate waking up on a weekday? 5:30 am or earlier

Approximately what time do you anticipate going to sleep on a weekday? Midnight

In general, how comfortable are you with sharing personal items (e.g. clothing, food, drinks, etc.) with your roommate? Completely comfortable

Guests are permitted to stay overnight in a room no longer than four days per month. With your permission, how often would you be comfortable with your roommate's significant other spending the night in your room/suite? Occasionally

Are you comfortable living in a room/suite where an animal may be present? Yes, either dog or cat

We are committed to providing reasonable accommodations and an accessible environment for all students. Some students may have need for an animal to live in their room as part of their accommodation.

Smoking & Alcohol Information

I am comfortable living with someone who smokes/vapes (Note: UNL is a smoke-free campus). Yes

I am comfortable living with someone who uses marijuana (Note: Marijuana is not legal in the state of Nebraska). No

I am comfortable living with someone who drinks alcohol. (Note: UNL is a dry campus.) Yes

GO BACK

Nebraska State 1876

530 N. 17th Street Lincoln, NE 68588-0622  
Housing Office: (402) 472-3564 / (800) 243-8800



## ★ Creating a Roommate Group

### STEP 16

**Once you are ready to create a roommate group, you will click on Add to Group on the student you want to be in a roommate group with.**

Clicking Add to Group will send the other student a notification that they can join your roommate group.

The other student must log into the Housing Portal to accept the request in order for you to successfully create a roommate group.

The screenshot shows the Housing Portal interface. On the left is a sidebar with navigation links: My Profile, About Me, Residential, Communities, Fee Deferment, and Meal Plan Selection. A 'MANAGE GROUP' button is located at the top. The main area displays a list of students with their profiles and match percentages. The search filters at the top right are 'Search By Details' and 'Search for Roommates by Profiles'.

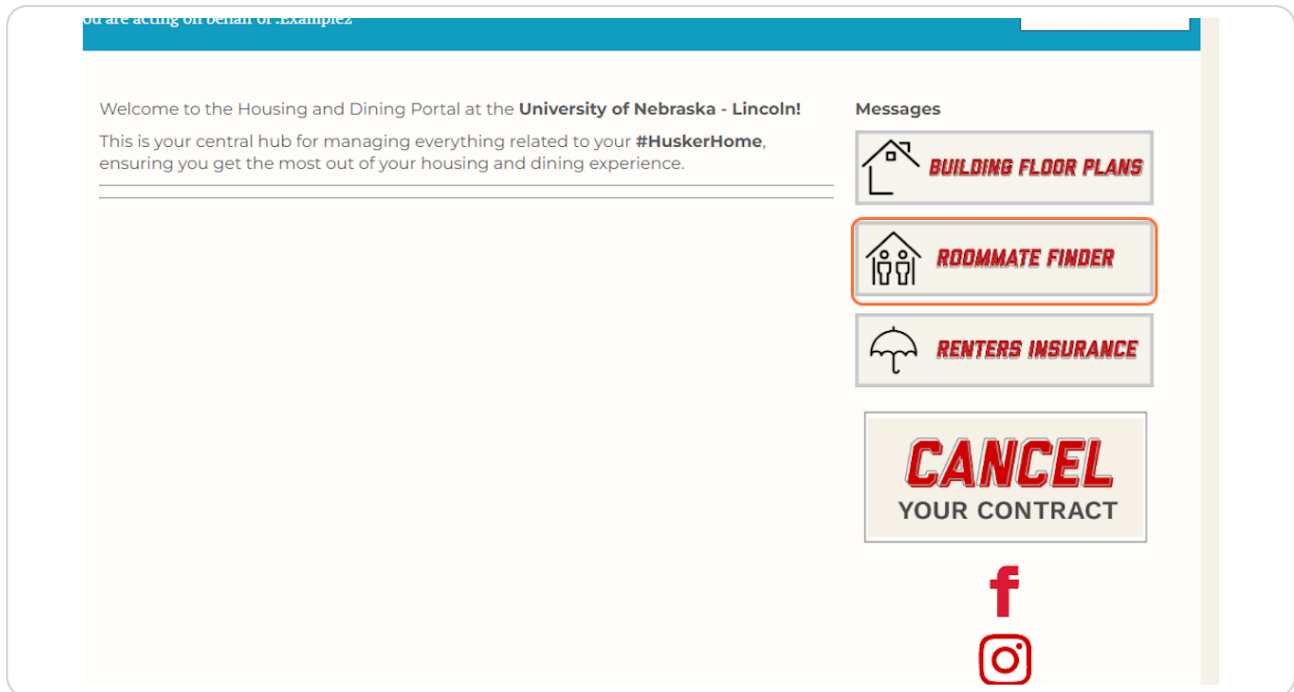
Student Profile	Match Percentage	Action Buttons
<b>.PortalX11111103</b> Age: 20 Classification: New Freshman Gender: Female Description: Hello! Applied for an LC: Engineering and Computing to Change the World	65% Match	ADD TO GROUP, SEND MESSAGE, VIEW PROFILE
<b>.Groth1010109</b> Age: 32 Classification: New Freshman Gender: Female Description: test Applied for an LC: Discovering the Classroom	63% Match	ADD TO GROUP, SEND MESSAGE, VIEW PROFILE
<b>TestUser001</b> Age: 20 Classification: New Freshman Gender: Female Description: I am super laid back and like to watch	53% Match	ADD TO GROUP, SEND MESSAGE



## STEP 17

### Student 2 Logs Into the Housing Portal to Accept the Request

Once your friend has received the email notifying them they've been invited to join your roommate group, they can log into the Housing Portal and click on the Roommate Finder.



## STEP 18

### Click on Accept

The student will see an incoming request to join your roommate group. The request includes your screen name so that they know it is the correct group.

When they click Accept, both students will receive an email letting them know that they are now in a group together.

Not In a Group  
You are not a member of any roommate groups.

Incoming Requests

Group .Example12946c12774  
Leader: .Example1  
Members: .Example1  
Expiry Date: 11/13/2024 09:45

ACCEPT

DECLINE

Nebraska  
Lincoln

BIG

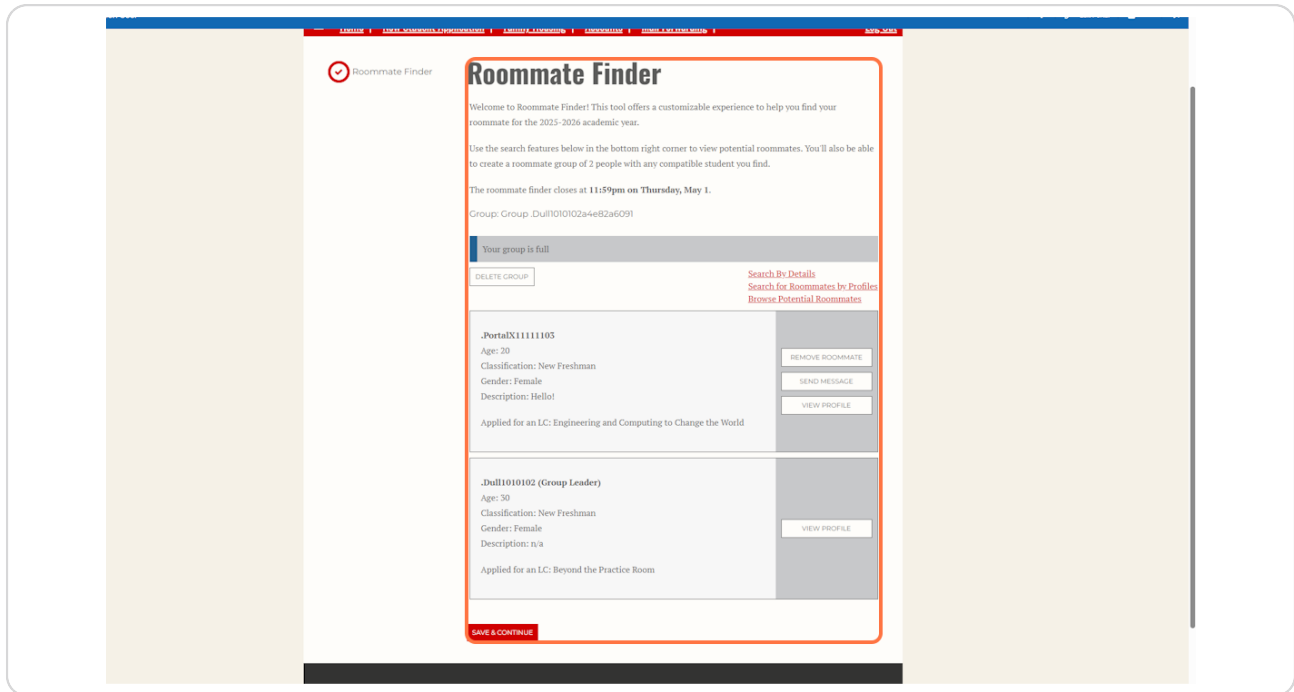
530 N. 17th Street Lincoln, NE 68588-0622  
Housing Office: (402) 472-3561 | (800) 742-8800  
Family Housing: (402) 472-3753  
Email: [housing@unl.edu](mailto:housing@unl.edu)  
Website: [housing.unl.edu](http://housing.unl.edu)



## STEP 19

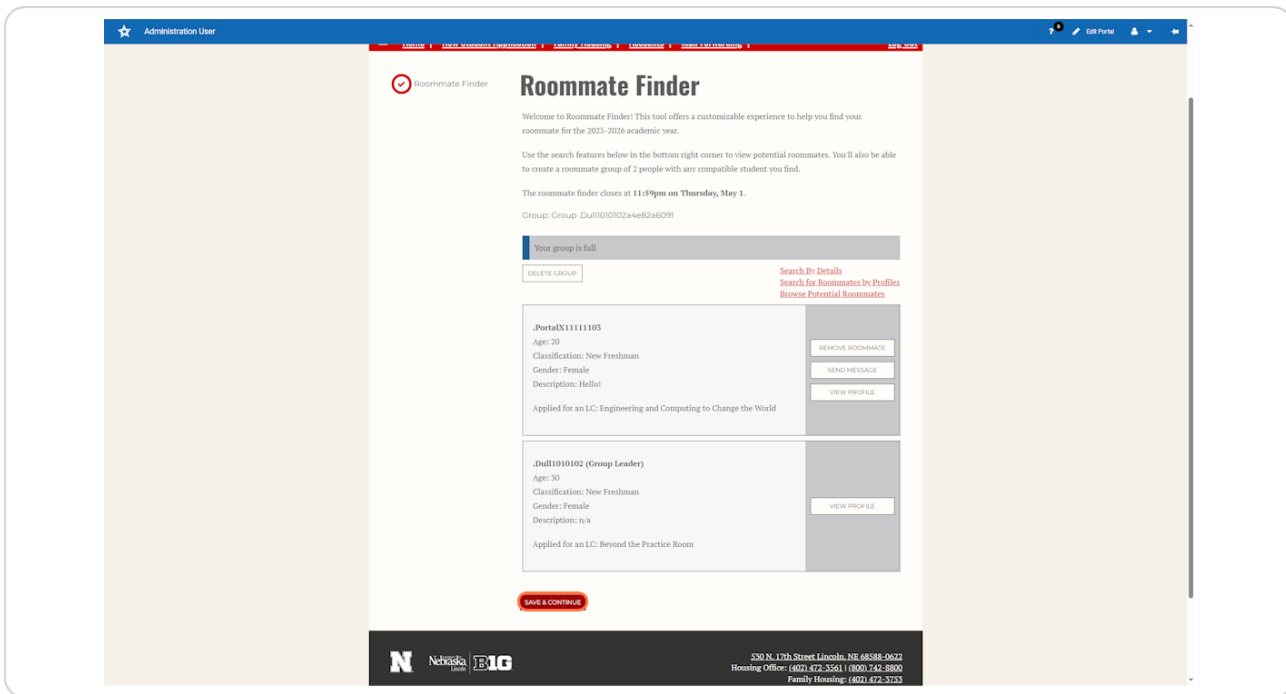
**Once your roommate has accepted the request to be in the roommate group, you should be able to see on the Housing Portal that your roommate was added to your group. Your group should be noted as full as only groups of 2 are allowed.**

From this page, you can remove a roommate, send them a message, view their profile, continue browsing potential roommates, and delete the roommate group.



## STEP 20

Once you are satisfied with your roommate group, you can click on **Save & Continue** to be taken back to the Home Page.



## STEP 21

Depending on your situation, you may see different buttons on your home page. Please review all information to make sure you are all set for housing next year. You can see messages others send you by clicking on the hamburger menu on the top left.

Please email [housing@unl.edu](mailto:housing@unl.edu) with any questions!

