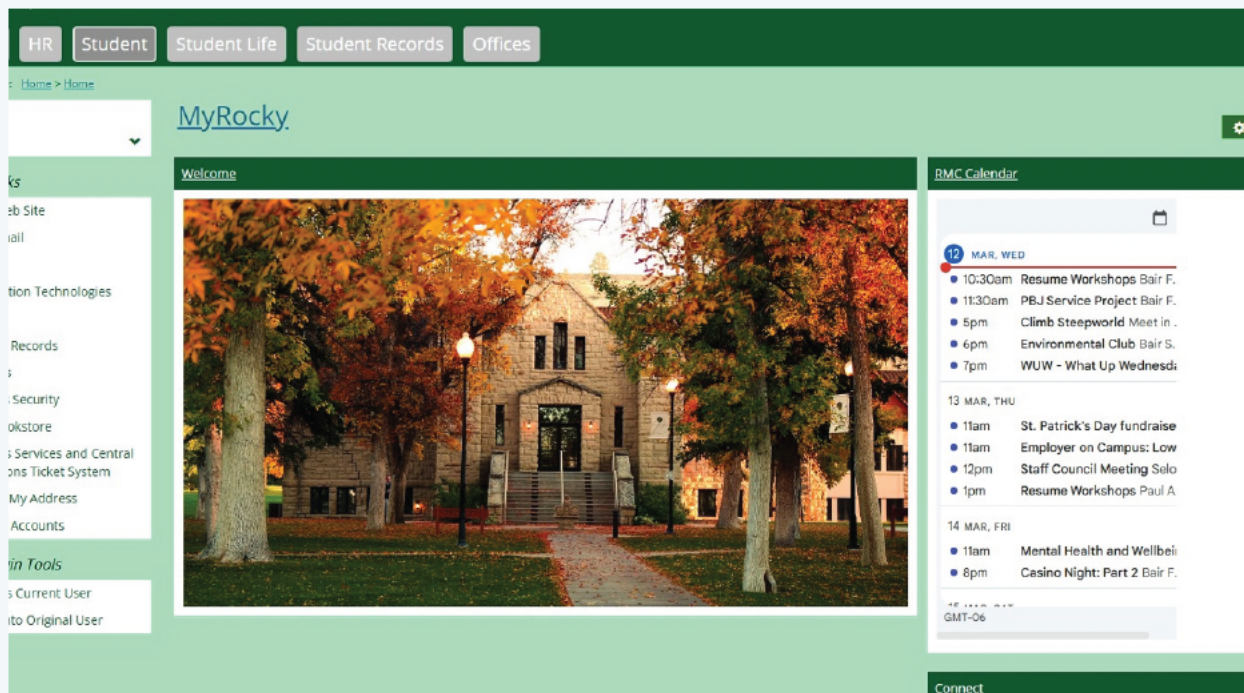


Rocky Mountain College Summer On-Campus Housing Application Process Guide

RMC students who are enrolled in courses for the fall academic term AND are registered for fall academic term on-campus housing are eligible for summer on-campus housing. Students who do not have a valid course schedule for the fall term AND are not registered for fall academic term on-campus housing will have their housing application for that term denied. Applications must be submitted a minimum of 2 weeks before each summer block (May, June, July and August).

1 Log into your my.rocky.edu account.



2 Click on GRAY 'Student' tab.

The screenshot shows the Rocky Mountain College website. At the top, there is a navigation bar with tabs: Home, HR, Student (highlighted with a red circle), Student Life, Student Records, and Offices. Below the navigation bar, there is a 'You are here' breadcrumb trail: Home > Home. On the left side, there is a 'MyRocky' dropdown menu with 'Home' selected. Below this, there is a 'Quick Links' section with a list of links: Main Web Site, RMC Email, Moodle, Information Technologies, Library, Student Records, Athletics, Campus Security, RMC Bookstore, Facilities Services and Central Operations Ticket System, Change My Address, and Student Accounts. Below the 'Quick Links' section, there is a 'Proxy Login Tools' section with links: Re-Login As Current User and Log Back Into Original User. In the center, there is a 'Welcome' section with a large image of a building surrounded by trees. On the right side, there is an 'RMC Calendar' section showing a calendar for March 12, 13, and 14. The calendar lists events for each day, including Resume Workshops, PBJ Service Project, Climb Steepworld, Environmental Club, and St. Patrick's Day fundraiser.

3 Click on GREEN 'My Housing Info' icon.

The screenshot shows the 'Student' page of the Rocky Mountain College website. The navigation bar at the top has tabs: Student (selected), Student Life, Student Records, and Offices. Below the navigation bar, there is a 'Student' header with a 'My Rocky' dropdown menu. In the center, there is a grid of six icons: My Academic Info, My Financial Aid, Forms, My Moodle, My Billing Info, and My Housing Info (highlighted with a red circle). Below the grid, there is a 'Calendar' section with a link to 'View full calendar' and a date range of 'March 12 — April 11, 2025'. Below the calendar, there is an 'Announcements' section with the text 'You have no incoming announcements.'

4

Click the application that applies to your on-campus housing needs (ie Summer Session 1 May 2025).

You are here: [Student Life](#) > [Housing](#)

Student Life

- Home
- Housing
- Wellness Center
- Dining Services
- Campus Security
- Central Operations (Mailroom)
- LEAP

Quick Links

- Main Web Site
- RMC Email
- Moodle
- Information Technologies
- Library
- Student Records
- Athletics
- Campus Security
- RMC Bookstore
- Facilities Services and Central Operations Ticket System
- Change My Address
- Student Accounts

Proxy Login Tools

- Re-Login As Current User

Housing

Housing on Campus

Rocky Mountain College provides students with a safe residential living community that supports the academic experience through community responsibility and offers success and growth. While living on-campus students will enhance their social skills and build lasting relationships. Our mission and objectives are to:

1. Facilitate and encourage student responsibility within the College community.
2. Provide for the safety and health of the residential community.
3. Support and contribute to student success.
4. Develop student leadership and create opportunities for students to engage the campus and community as leaders.

Contact Information:
 Bair Family Student Center 117
 Phone: (406) 657-1051
 Email: housing@rocky.edu

Housing Application

[View Reports](#)

[Spring Session 2025 \(Jan 12 to Apr 26\) - Housing Application](#)

[Summer Session 1 \(May 2025\) - Housing Application](#)

[Summer Session 2 \(June 2025\) - Housing Application](#)

[Summer Session 3 \(July 2025\) - Housing Application](#)

[Summer Session 4 \(August 2025\) - Housing Application](#)

Housing/Room Forms

- [Apply For Housing](#)
- [Residence Halls & Prices](#)
- [Living With Roommates](#)
- [Future Students Frequently Asked Questions](#)
- [Guest Registration](#)
- [Residence Hall Association](#)
- [Frequently Asked Questions](#)
- [Forms & Policies](#)
- [Residence Life Calendar](#)
- [Room Condition Report](#)
- [Contract Cancellation Request Form](#)
- [Summer Break On-Campus Housing Request Form](#)
- [Winter Break On-Campus Housing Request Form](#)
- [Work Order Request](#)

5

Review the information then click 'Next' in the bottom right corner.

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Instruction

Student Information

Emergency Contact

Housing Preference

Application Fee & Finish



ROCKY MOUNTAIN COLLEGE

Housing Application (May - Summer Session)

Students requesting Summer Session On-Campus Housing must be registered to live in on-campus housing for the upcoming Fall semester before approval will be granted.

- Students approved will be charged a rate of ~
- Rimview \$500 / mo. (\$250 for August)
- Jorgenson \$928/ mo. (\$464 for August)

Summer Housing is billed per month; no prorations for late check-ins, early check-outs or late applications.

Please contact housing@rocky.edu with any questions you have.

This is the Summer 2025 (May) Housing Application. There are five tabs to complete on this application. When you have completed the application, click the Submit button on the last tab and continue on to payment. If you need to stop before the application is completed, you can save and return to it later.

A separate summer housing application is required for each month needed (May, June, July and/or August).

Quit

Next

[Privacy policy](#) [About us](#) [Contact us](#) [Directory](#)

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6

Complete all sections on the Student Information page. Confirm auto-populated information is correct and fill in any necessary information that does not auto-populate in your application.

Click 'Next' in the bottom right corner.

If any auto-populated information is inaccurate contact the Office of Student Records at studentrecords@rocky.edu.

* Required

✓ Instruction

✓ Student Information

✓ Emergency Contact

Housing Preference

Application Fee & Finish

Complete all required fields. Review auto-populated fields, and if any information is not correct, contact your Residence Life Manager.

Student ID

First Name

Last Name

Institutional Email

Mobile Phone *

Gender *

Birthdate

Marital Status

Classification

Major

Previous

Save and Quit

Next

Privacy policy About us Contact us Directory

Powered by Jenzabon, v2023.2

7

Complete all sections on the Emergency Contact page. Confirm auto-populated information is correct and fill in any necessary information that does not auto-populate in your application.

Check the "I confirm that the above emergency contact information is correct." box.

If any auto-populated information is inaccurate contact the Office of Student Records at studentrecords@rocky.edu.

Series: Student Life > Housing

Student Life

Center

Services

Security

Operations (Mailroom)

Links

Web Site

Email

File

Information Technologies

ry

Student Records

tics

ous Security

Bookstore

ties Services and Central

ations Ticket System

ge My Address

ent Accounts

Login Tools

As Current User

Housing

Housing Application

* Required

✓ Instruction

You have multiple emergency contacts defined, but this is your primary contact.

✓ Student Information

Relationship *

First Name *

Last Name *

Mobile Phone

Home Phone

Business Phone

E-mail

✓ Emergency Contact

Housing Preference

Application Fee & Finish

New Emergency Contact?

☐ Yes ☒ No

Confirm *

☐ I confirm that the above emergency contact information is correct.

Previous

Save and Quit

Next

8 Click 'Next' in the bottom right corner.

Housing

Housing Application

* Required

✓ Instruction

✓ Student Information

✓ Emergency Contact

Housing Preference

Application Fee & Finish

You have multiple emergency contacts defined, but this is your primary contact.

Relationship *

First Name *

Last Name *

Mobile Phone

Home Phone

Business Phone

E-mail

New Emergency Contact? ☐ Yes ☒ No

Confirm * ☒ I confirm that the above emergency contact information is correct.

Previous Save and Quit Next

9 Click 'Next' in the bottom right corner.

Housing

Housing Application

* Required

✓ Instruction

✓ Student Information

✓ Emergency Contact

✓ Housing Preference

Application Fee & Finish

Review auto-populated fields, and if any information is not correct, contact your Residence Life Manager. Meal plan preference is for informational use only and will not have any effect on your room assignment.

Current Room Not Applicable

Current Roommate Not Applicable

If you check the following check box, other students won't be able to invite you to become their roommate.

Roommate Preference ☐ I don't want any other students to request me as a roommate.

Previous Save and Quit Next

10 Click 'Submit' in the bottom right corner.

The screenshot shows a web application interface for a university. At the top, there is a dark green navigation bar with tabs for 'Student', 'Student Life', 'Student Records', and 'Offices'. Below this, a light green sidebar contains a 'Housing' link. The main content area has a dark green header with the title 'Housing' and a sub-header 'Housing Application'. A list of required steps is shown on the left: 'Instruction', 'Student Information', 'Emergency Contact', 'Housing Preference', and 'Application Fee & Finish'. The 'Submit' button is highlighted with an orange circle. The text 'This housing application requires NO application fee (\$0) due at the time of submission. You can save and quit now if you would like to return later.' is displayed in the center.

11 Congratulations, you have successfully applied for a space in on-campus housing for the term selected. Room and check-in information will be emailed to your @rocky.edu account once your application is processed.

The screenshot shows the confirmation page of the housing application. The navigation bar and sidebar are the same as in the previous screenshot. The main content area has a dark green header with the title 'Housing' and a sub-header 'Housing Application'. A large green box contains the text 'You're all done, [redacted]' and 'Thank you for submitting your housing application!'. An orange circle is placed over the confirmation message.