

## **Campus Community Management, LLC**

### **2024/2025 HOUSING**

Please check our website starting Saturday, September 23 for available housing.

Find the home of your dreams and then follow these steps.

#### **Please follow these steps – Starting September 23, 2023**

1. Find the “APPLY NOW” tab on the CCM Home Page.
2. Everyone in your group must complete an online application.
3. Pick up to SIX (6) houses.
4. One person in your group must complete the “Housing Entry Form.”
5. Bring the Entry Form to our office at 234 Michigan Ave, East Lansing from:  
**SEPTEMBER 25 thru SEPTEMBER 28, 9AM-4PM**
6. We will record your information in an Excel spreadsheet.
7. Excel will do a random sort of all Entry Forms & assign a number to each group.
8. The group with the lowest number will be called first.

#### **The Drawing is on September 29, 2023, at 12:00 NOON**

1. **YOU DO NOT NEED TO BE PRESENT TO SECURE A HOUSE – WE WILL CALL YOU.**
2. When your Entry Form is selected, we will call the primary number.
3. If no one answers, we will call the secondary number.
4. If neither number answers, we will place your application back in the queue.
5. Once you have selected a home we will email everyone in your group with the next steps.

### **IMPORTANT**

When your group is drawn, **you can choose ANY AVAILABLE house you want** – regardless of what you’ve written on your Entry Form.