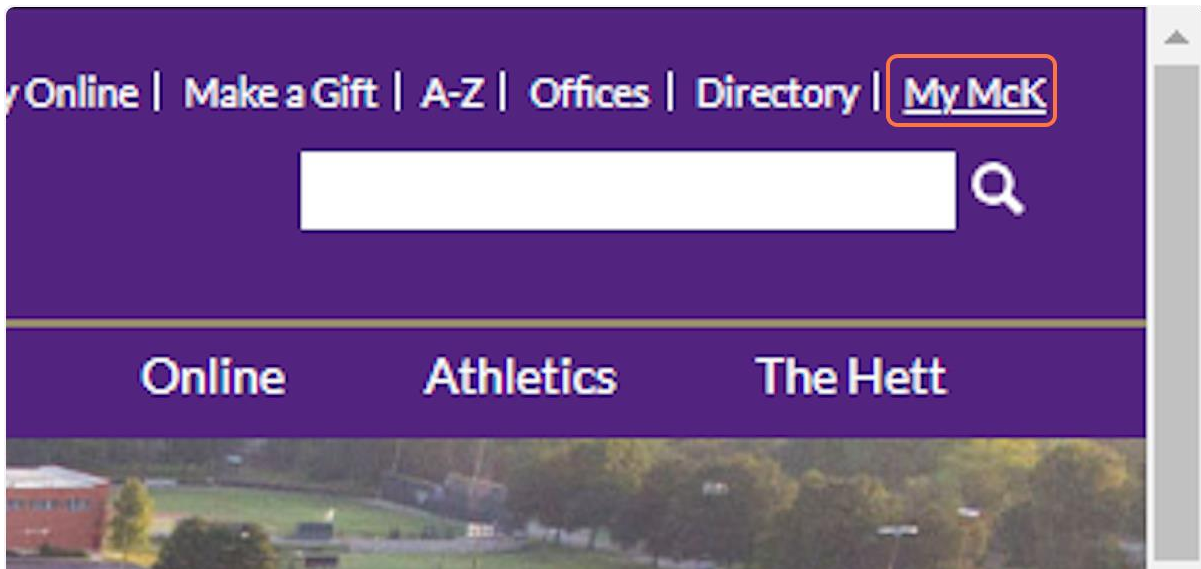


# Housing: Waiting Lists

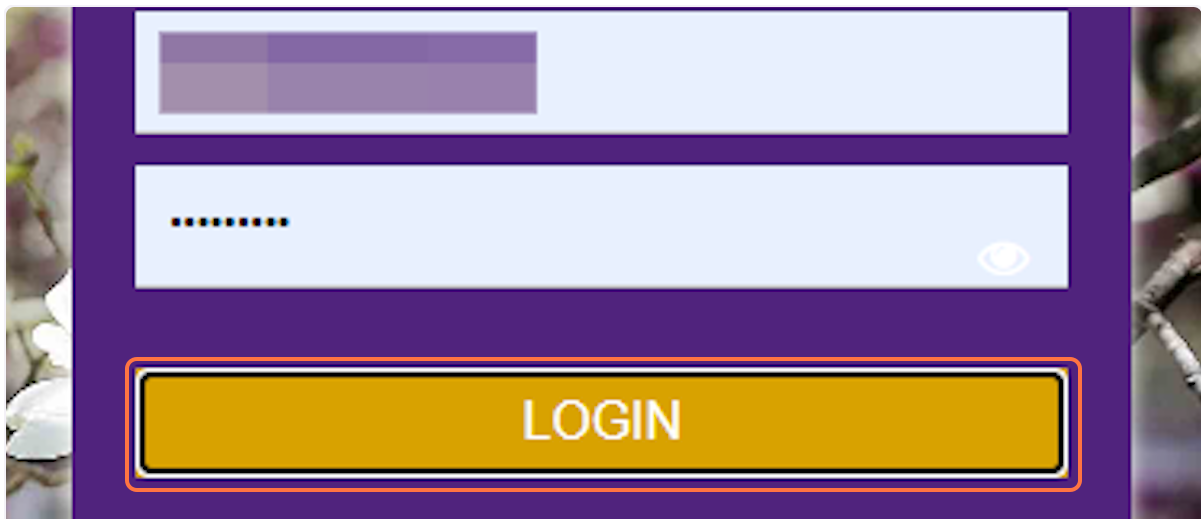
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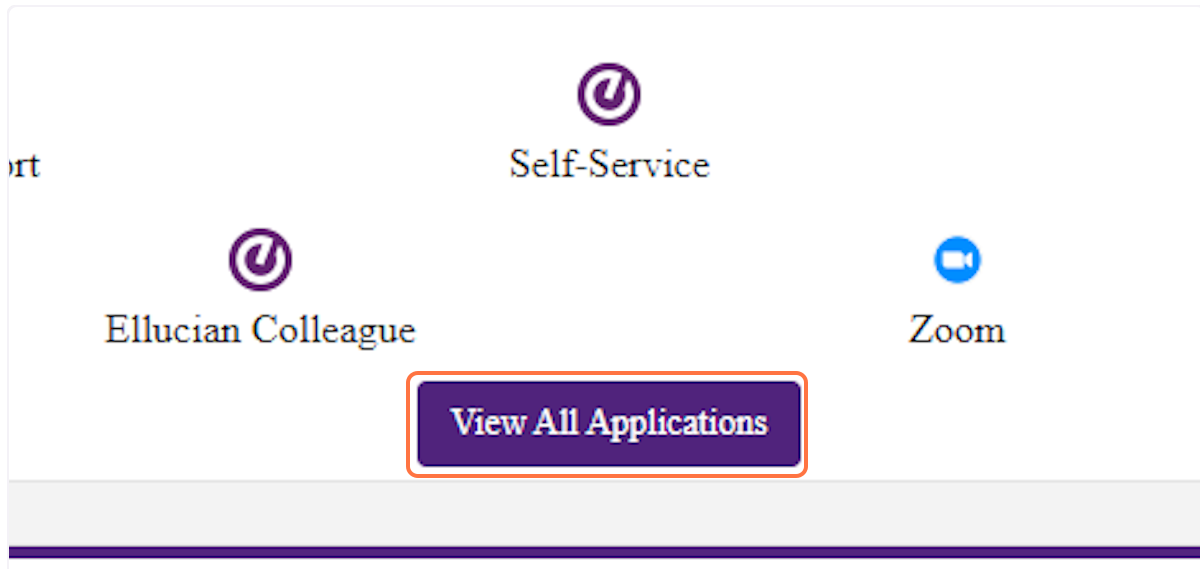
1. Click on My McK



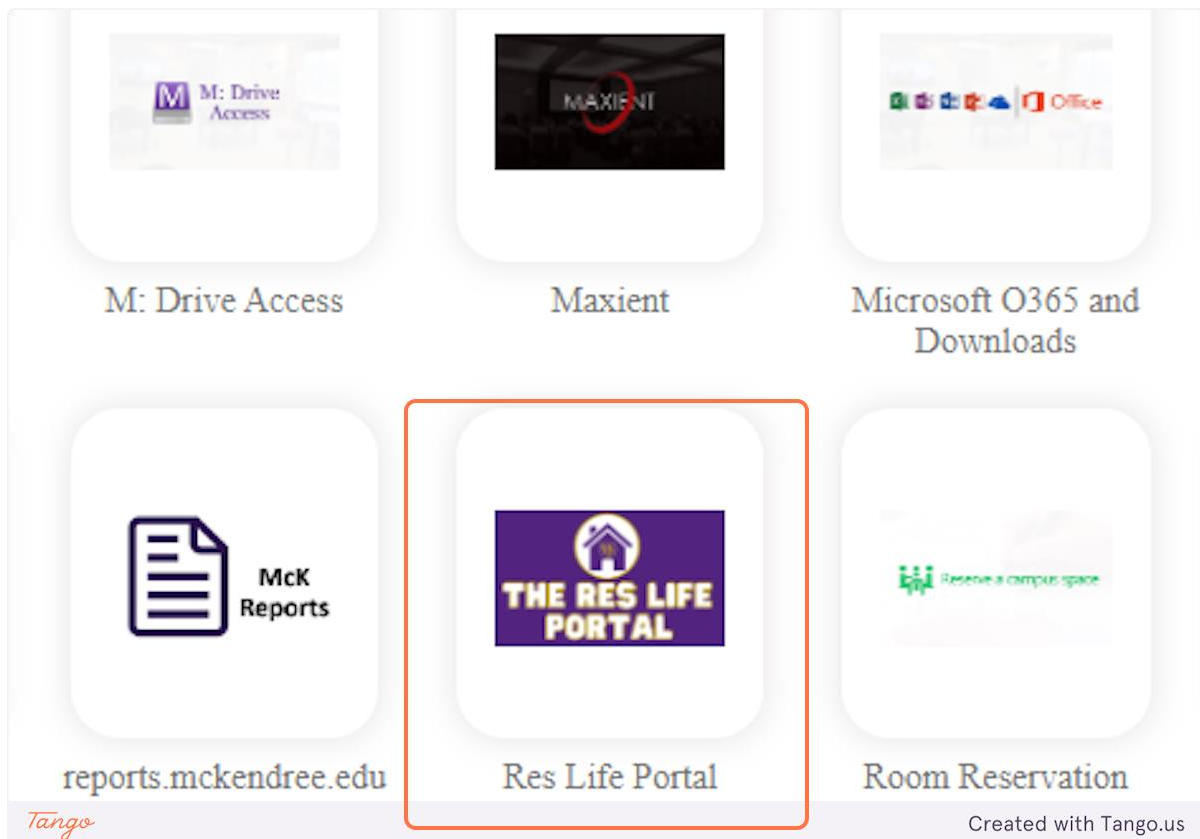
2. Fill in your Username and Password, and then Click on LOGIN



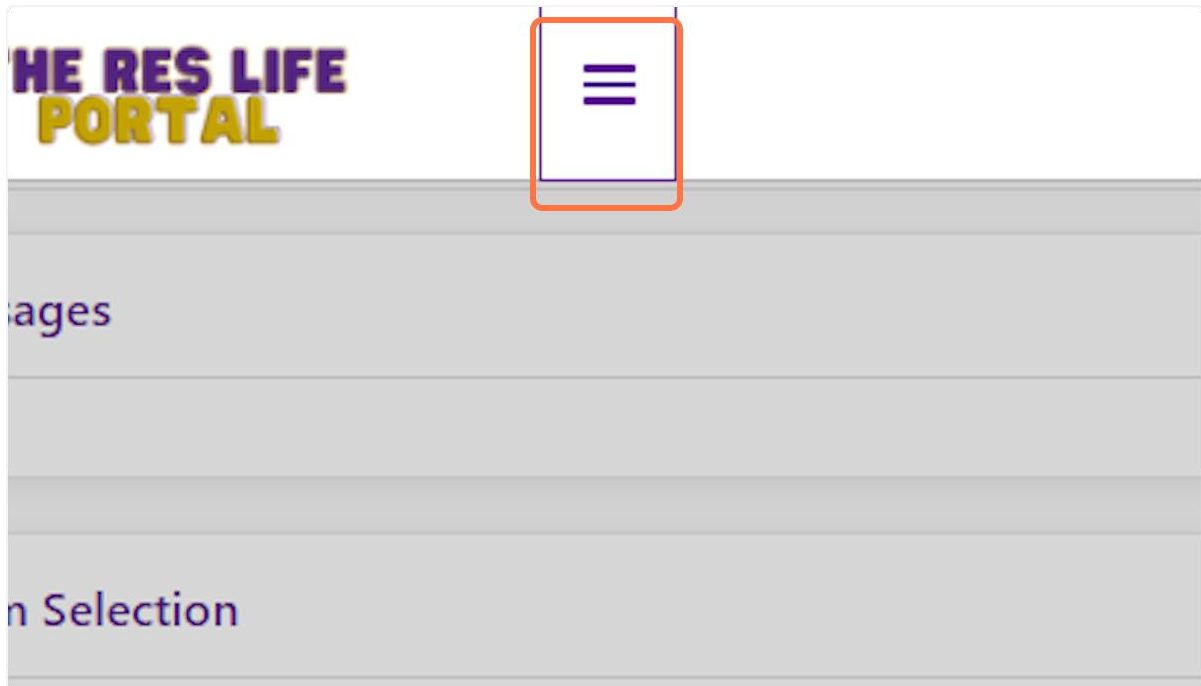
### 3. Click on View All Applications



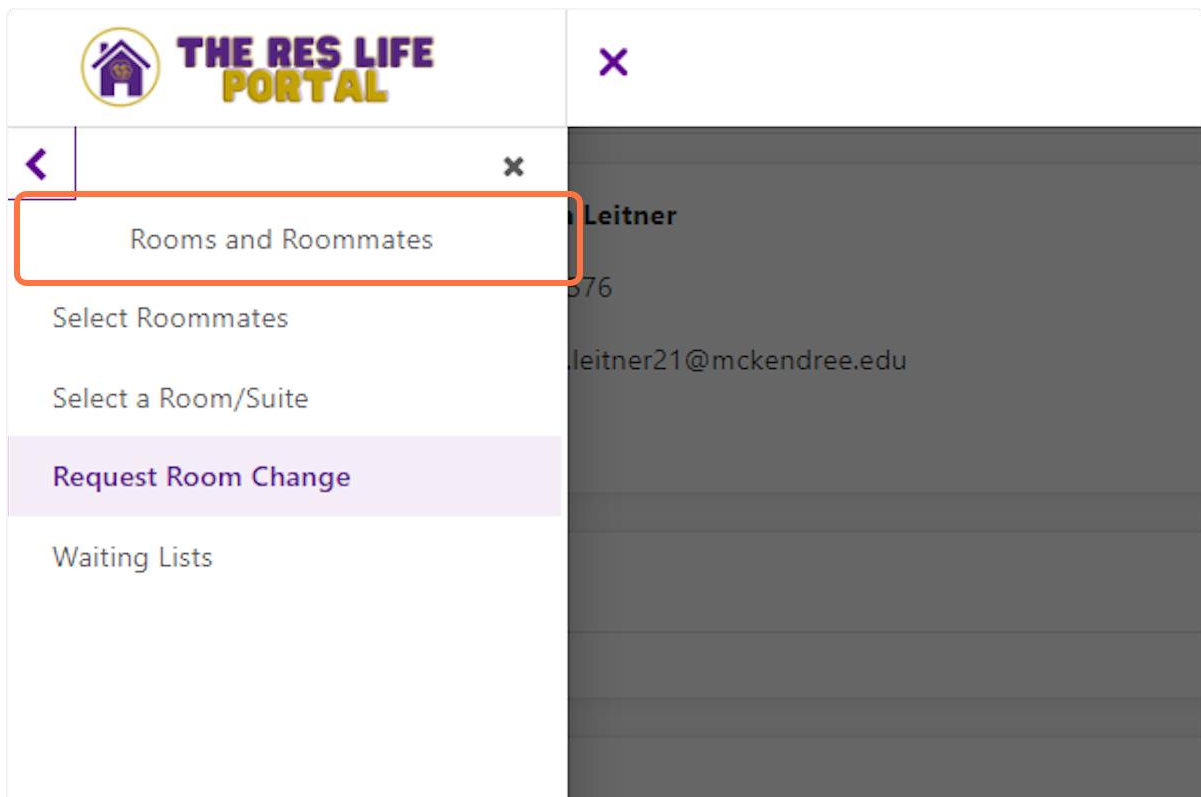
### 4. Click on Res Life Portal



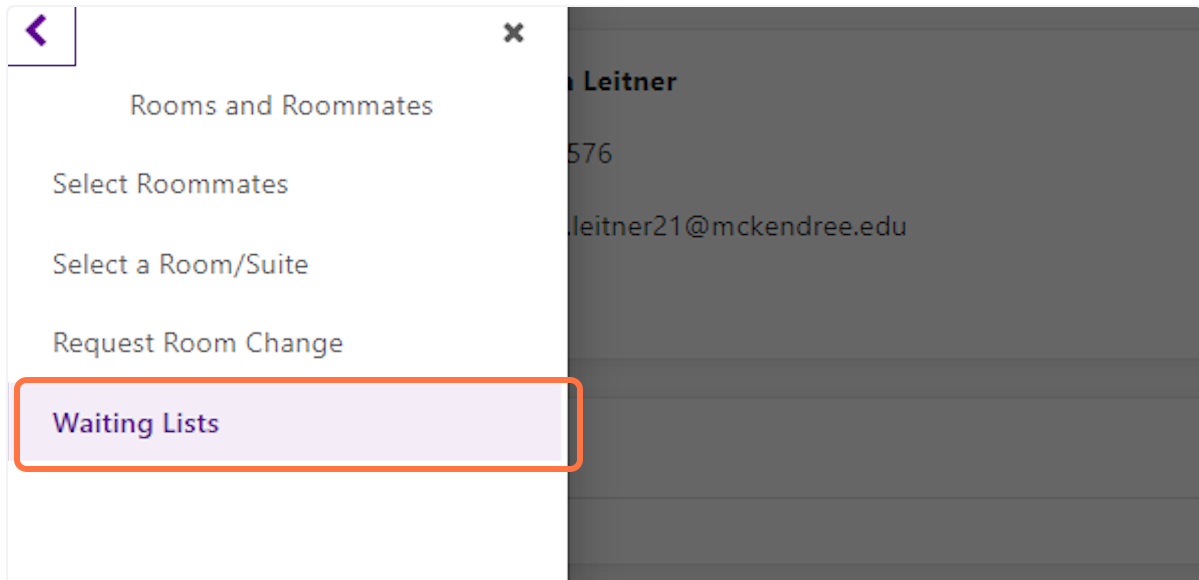
5. Click on Open main navigation



6. Check Rooms and Roommates



## 7. Click on Waiting Lists



## 8. Click on Waiting List

From this page, you can use the Waiting List drop-down menu to select any living arrangement you would like to have your name on. You are able to submit as many Waiting Lists as you want.

waiting List	Position	Total
You are not a part of any Waiting List at the moment.		
<b>Add to Waiting List</b>		
<input type="text" value="Waiting List"/>		
Comments*		

## 9. Type "Any Comments"

Put whatever information you feel would be good for us to know. Maybe it is a particular roommate, or a side of the building, etc. We will do what we can to meet your preference within the confines of what we have open to offer.

The screenshot shows a web interface for managing waiting lists. At the top left, there is a table titled "Waiting Lists" with columns for "Waiting List", "Position", and "Total". Below the table, a message states: "You are not a part of any Waiting List at the moment." Below this is a section titled "Add to Waiting List" which contains a dropdown menu labeled "Waiting List" and a text input field labeled "Comments\*" containing the text "Any Comments". A blue "Submit" button is located below the form. On the right side, there is a sidebar with a "Help Text" section explaining how to add to a waiting list and a "Helpful Links" section with several links: "Residence Life Website", "Work Order for Maintenance", "Laundry Machine Repair", and "Purchase Bedding, Storage, Packages". At the bottom left, the word "Tango" is written in a script font, and at the bottom right, it says "Created with Tango.us".

## 10. Once Finished, click on Submit

Then you are done. The Waiting List entry will show up at the top of the page and you can enter another Waiting List request if you wish.

This is a close-up screenshot of the "Submit" button from the form. The button is blue with white text and has a red border. It is positioned at the bottom left of the form area.