

# commuters: housing release request

office of  
residential &  
commuter life  
**Capital**University

Whether commuting from your home address or elsewhere, all commuter students are responsible for completing the housing release request form. Students should verify eligibility and must receive approval from the office of residential and commuter life.

## STEP ONE: LOGIN



CapitalUniversity

Sign in with your Capital **username** or **email** address.

username or email

Password

Sign in

Sign in using your Capital **username** and **password** and your address.

If you need assistance, please call the Capit Helpdesk at 614-236-6508.

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- LOGIN TO YOUR HOUSING DASHBOARD HERE. [HTTPS://CAPITAL.EREZLIFE.COM](https://capital.erezlife.com)

## STEP TWO: SELECT "HOUSING OVERVIEW"

Dashboard - eRezLife

https://capital.erezlife.com

Applications & forms

Home Calendar Help

General

My profile

Assessments

Jobs

Job overview

Job postings

Housing

Housing overview

My meal plans

RECOMMENDED ACTIONS

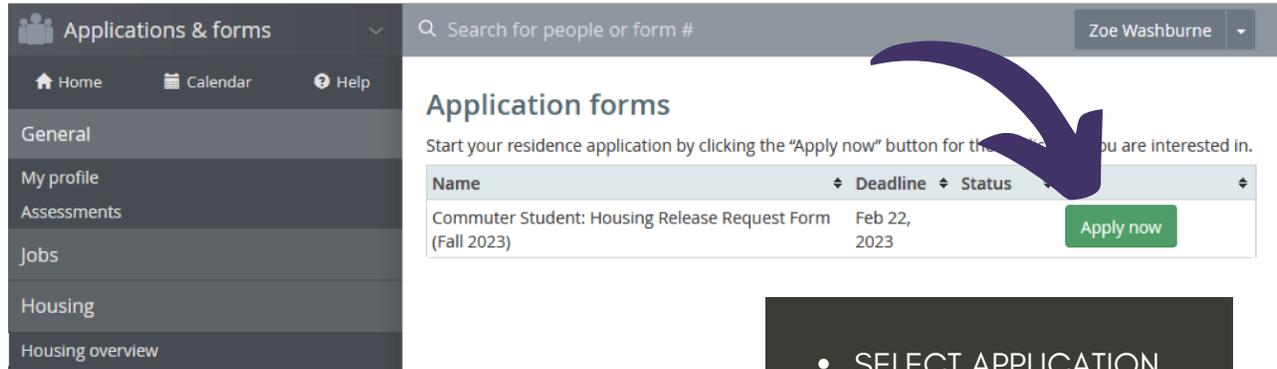
apply for housing

Upcoming

No upcoming events in the next 3 days.

- CLICK "HOUSING OVERVIEW" IN THE LEFT HAND NAVIGATION

# STEP THREE: APPLY NOW



The screenshot shows a user interface for 'Applications & forms'. The top navigation bar includes a search bar and the user's name 'Zoe Washburne'. The left sidebar contains a menu with options: Home, Calendar, Help, General, My profile, Assessments, Jobs, Housing, and Housing overview. The main content area is titled 'Application forms' and contains the instruction: 'Start your residence application by clicking the "Apply now" button for the form you are interested in.' Below this is a table with columns for Name, Deadline, and Status. A purple arrow points to the 'Apply now' button for the first row.

Name	Deadline	Status
Commuter Student: Housing Release Request Form (Fall 2023)	Feb 22, 2023	<a href="#">Apply now</a>

- SELECT APPLICATION FOR "COMMUTER STUDENT"