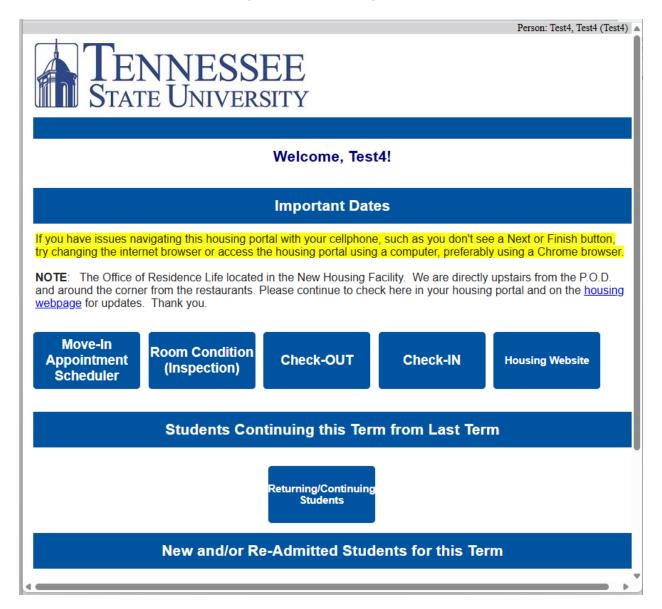
(Student completes this before arriving to Move-in)

Step1: Log into your myTSU Housing Portal, then select "Check-IN". Note: Using a Chrome browser is preferred for optimal navigation of the housing portal software.



(Student completes this before arriving to Move-in)

Person: Test4, Test4 (Test4)

Step 2: Read further information on the check-in process, then proceed when ready.

TENNESSEE STATE UNIVERSITY

Welcome to the Online Check-in Form



Please read the following before completing the Online Check-in Form

This Pre Check-In Form must be completed prior to (BEFORE) your arrival to check into your respective residence facility and MUST be completed before you can pick up your room/apartment key. The check-in process has a few steps and listed below:

- Complete this online PreCheck-in Form on the day of your scheduled check-in (Move-in date). With the exception of signing for a key, there little to no Check-in paperwork at the residence facility.
- Inspect your room upon move-in and report all maintenance and cleanliness issues to the building staff by using the reporting method instructed (There is usually a QR code to scan to a maintenance link). The Room Inspection should be completed within 48 hours of retrieving your room/apartment key.

Click Here When You Are Ready

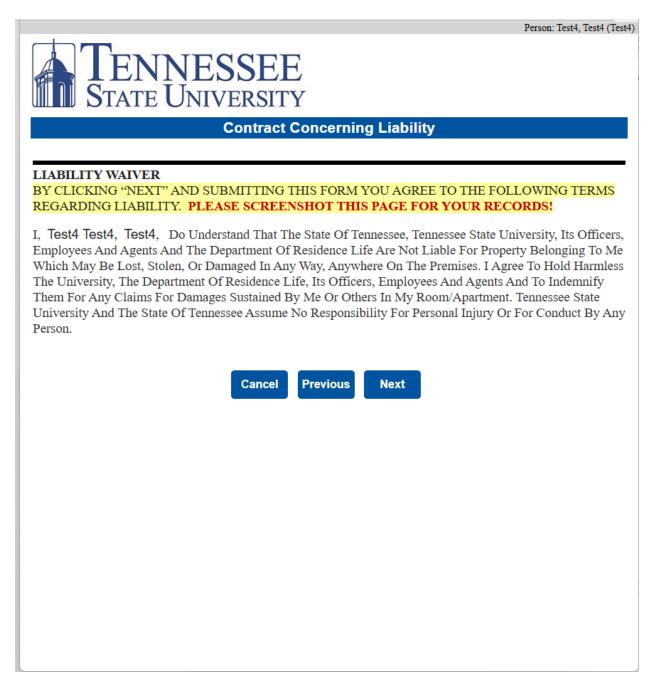
(Student completes this before arriving to Move-in)

Step 3: Review your biographical and emergency/missing person contact information. This also shows your assigned room. Select "Next" to proceed.

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(Student completes this before arriving to Move-in)

Step 4: Review the Liability Waiver, then select "Next" to continue. Note: Screenshot this page for your records.



(Student completes this before arriving to Move-in)

Step 5: You have completed the Pre Check-In form! The page below displays upon finishing this form. There may or may not be further information here; however, a confirmation email is automatically sent to you with more detailed information.

Be prepared to show the confirmation email upon arrival.

Person: Test4, Test4 (Test4)
TENNESSEE State University
Online Check-In Complete
Test4 Test4 Test4
DONE! You have submitted your Online Check-In for the term. An email with further information has been sent to your University email. Be prepared to show a screenshot of that confirmation email to your residence facility staff upon check-in.
Return to Main Menu

(Student completes this before arriving to Move-in)

Confirmation Email: This is automatically sent to your University email upon completion of the online Pre Check-In. Again, be prepared to show this upon move-in. Otherwise, you may be delayed or prevented passage through a checkpoint on campus. You will not be able to receive a room key and move into your assigned room until you provide proof you have completed the Pre Check-In.

