



The Office of Housing and Dining Services is pleased to offer rental listings on-line. We encourage you to use the search tools offered to assist you in your housing search.

Because these listings have been compiled to serve our community, access to this service will be strictly limited to individuals affiliated with Carnegie Mellon. Most of the individuals listing properties with our office have been doing so for many years and we have come to trust them as good landlords. Please note that is not the case in every situation so it is important to inspect any properties before signing a lease or paying a security deposit.

### ONLINE LISTING ACCESS

First time access and you have a Carnegie Mellon email address:

- 1). Go to <http://www.housing.cmu.edu/communityhousing/>.
- 2). Select "Search for a Listing in the Housing Registry".
- 3). Enter your Carnegie Mellon email address and request a password.
- 4). Your password will be sent to your email address immediately.
- 5). Re-enter the community housing web page and select "Search for a Listing in the Housing Registry" to access the listings.

First time access and you DO NOT have a Carnegie Mellon email address:

- 1). Go to <http://pr.housingregistry.us/cmu/>.
- 2). List all information requested. Starting date is first day on campus.
- 3). Students: List your department/college and advisor. If advisor is unknown, list your admission counselor. Faculty and Staff: List department and supervisor's name.
- 4). Wait for email approval, which may take 1-2 days.
- 5). Go to <http://www.housing.cmu.edu/communityhousing/> and select "Search for a Listing in the Housing Registry" to access the listings.

### MORE HELPFUL INFORMATION...

CMU.MISC.MARKET.APARTMENTS and PGH.APARTMENTS are the names of the computer bulletin boards (b-boards) that were created on the Andrew system specifically for the advertisement of available non-university housing in the CMU community. These b-boards are accessible through the university issued Andrew email account. Here is a simple step-by-step procedure for subscribing to the CMU.MISC.MARKET.APARTMENTS and PGH.APARTMENTS bulletin boards:

#### Microsoft Outlook

- In Outlook, select **Tools > IMAP Folders...** The IMAP folders dialog box appears.
- Under "Display folders whose names contain" text field, enter the name of the bulletin board you wish to subscribe to (cmu.misc.market.apartments or pgh.apartments)
- Click on the "Query" button.
- The bboard should appear in the Folders list.
- Click on the name of the bboard you want to subscribe to.
- Click on the "Subscribe" button, then click "OK."

#### Webmail

- Login to Webmail.
- Click on "Folders."

- In the "Subscribe to:" field under Unsubscribe/Subscribe, type the name of the bulletin board you wish to subscribe to (i.e. cmu.misc.market.apartments or pgh.apartments).
- Click the "Subscribe" button.
- Click on "Inbox" to return to your Inbox. Click on "Refresh Folder List" to view the bboard.

#### Entourage

- In Entourage, click on "CMU Cyrus Mail" in the Folders view section on the left-hand side. A long list of folders will be displayed.
- Click on the arrows on the left of the folders to expand the contents of that folder and to view bboards. Folders or bboards of the items that you are not subscribed to will be gray.
- To subscribe to CMU.MISC.MARKET.APARTMENTS, click on the arrow next to CMU, then MISC, then MARKET. Click on APARTMENTS to highlight and click on "Subscribe" at the top of the page.
- To subscribe to PGH.APARTMENTS, click on the arrow next to PGH, then click on APARTMENTS to highlight. Click on "Subscribe" at the top of the page.

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### PITTSBURGH RESOURCES

For your convenience we have listed some helpful websites to help you acclimate yourself to the Pittsburgh area.

Local newspapers:

Tribune Review- <http://www.pittsburghlive.com/x/>  
Post Gazette- <http://www.postgazette.com/>

Resources for finding an apartment:

The Apartment Rental Guide- <http://www.rentalguidepittsburgh.com/>  
Pittsburgh's Apartment Source- <http://www.apartment-source.com/>  
Craig's List- <http://pittsburgh.craigslist.org/>

The Pittsburgh bus system:

Port Authority Transit- <http://www.ridegold.com>

### OTHER CARNEGIE MELLON UNIVERSITY RESOURCES

Dining Contract Options: As a member of the Carnegie Mellon University community, you have the choice of participating in either the Plaid or Plaid Flex dining plans. These plans include options for meal blocks with DineXtra or DineXtra only plans.

Deadline to Complete: Dining contracts are accepted at anytime

Location: <http://www.cmu.edu/dining/>

Submit Form: Housing & Dining Services, Morewood Gardens E-Tower

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**Contact:** Community Housing Services  
Housing and Dining Services  
1060 Morewood Avenue  
Pittsburgh, PA 15213

412-268-4990 OR e-mail [commhous@andrew.cmu.edu](mailto:commhous@andrew.cmu.edu)