Need Help Completing your Room Condition Report (RCR)?

Step 1: Login to your MyHousing page and click on “RCR/Damages” from the main menu.

Step 2: Click on “Room Condition Report”.

Step 3: Click the Pencil button next to the ATL Move In inspection. You will have the opportunity to agree/disagree on the next page.

Step 4: At the bottom, choose whether you agree or disagree with the condition. You have the opportunity to leave brief comments (less than 250 characters). Please electronically sign and click the “Submit My Room Condition Report” button.

As a reminder, if there is an issue in your room that needs to be fixed or addressed immediately, please submit a Maintenance Request. You can find this link on the housing website or your MyHousing page.