

HOW TO REGISTER FOR THE ONLINE RESIDENT PORTAL

FALL 2017

IMPORTANT INFORMATION



RESIDENT PORTAL

The resident portal is an essential resource that allows you to:

- Pay your rent and other charges
- Submit work orders
- View roommate information

To register for the resident portal, follow these steps:

1. Go online to <http://campustowntcnj.net> At the top of the page is the **Resident Login** tab. The **Resident Portal** is located under this tab.
2. Go to register now and fill out form. When it asks for (Property Unit) you may enter (Campus Town). **Use the email address that you used on your original Campus Town housing application.**
3. You will receive an automatically generated temporary password in less than one business days after registering. Check your spam folder as well if you haven't received this email within a day.

RETURNING RESIDENTS

If you are re-leasing with Campus Town, you may use your login credentials (username and password) from the 2016 – 2017 academic year to access your resident portal.

TECHNICAL ISSUES

If you experience any technical issues while registering for the online portal, please contact the Campus Town Management Office at 609-273-7925 or campustown@cocm.com.