

APARTMENT APPLICATION

Applicants must be in good academic and judicial standing with one of the UH College Suites participating colleges in order to be considered for placement. **Please submit an initial Application Fee in the amount of \$200.00 with this application** and make check or money order payable in U.S. Currency to **UHCS**. Please refer to the Application Fee Policy for details on Application Fee refunds. Please complete the following:

1. **First Name:** _____ **MI:** _____ **Last Name:** _____
2. **Permanent Address:** _____ **City:** _____ **State:** _____ **Zip:** _____
3. **Telephone #:** _____ **E-mail Address:** _____
4. **Cell Phone #:** _____ **Date of Birth:** _____
5. **Emergency Contact:** _____
 Name _____ Daytime Phone _____ Evening Phone _____
6. **I will be attending (Name of College):** _____ **Year of Study:** _____
 (Albany College of Pharmacy & Health Sciences students must be in at least their 3rd year or P1 to live at UH College Suites)
7. **Term Begins:** _____ **Ends:** _____
 (Residents may move into UH College Suites the weekend immediately prior to the start of their academic term.)
8. **Check all that apply:** 9 Month Academic Term (Mid/Late August to Mid-May) Spring Term ONLY (January to Mid-May)
 3 Month Summer Term (Mid-May to Mid-August) Rotation:
 12 Month Term (Mid-May to Mid-May ONLY) Schedule: _____
- Building Request (Rental Rates Vary):** A-Building – UHCS Main Building B-Building – UHCS Addition
 Please refer to our website for all current rental rates at www.uhcollegesuites.com
- Apartment Request*:** 4-Bedroom/2-Bathroom 2-Bedroom/1-Bathroom
 1-Bedroom/1-Bathroom Studio/1-Bathroom
 If my apartment request is not available, I would accept ANY space available.
9. Male Female **Referred by/source:** _____
10. **Requesting Disabled/Medical Accessibility:** Yes No
11. **Parking Space Needed:** Yes No
Parking Preference: Lot (\$300.00 Academic/Free Summer) Garage (\$495.00 Academic/\$165.00 Summer)
12. **Requested Apartment Roommates (optional) – Please Note: All requests are considered but not guaranteed.**
Name: _____ **Name:** _____
Name: _____ **Listed Roommates must request and agree to assignment.**

Students residing at UH College Suites are expected to conduct themselves in a manner appropriate to an academic community living environment. I warrant that all statements above set forth are true and correct to the best of my knowledge. I understand that deliberately submitting false information or withholding information constitutes fraud. Federal law specifies fines up to \$10,000 and prison terms up to five years for fraud and may be grounds for eviction.

I also understand that this form is only an application for residency and that the submission of this application does not reserve or in any way guarantee an apartment or bedroom.

 Signature Print Name Date

I have received, reviewed, understand, and agree to the Application Fee Policy on back. _____ (initials)

*Please be advised that all students are initially placed on our housing list. A complete application packet (which includes the \$200.00 application fee) **does not guarantee** a housing placement.

APPLICATION FEE POLICY

1. A **\$200.00 Application Fee** is required in advance to become eligible for housing at UH College Suites. When your completed application packet is received, all applicants are initially placed on our housing list. Actual placement is based on the date we receive your \$200.00 Application Fee. A complete application packet (which includes the \$200.00 application fee) **does not guarantee** a housing placement. Your check or money order should be made payable in U.S. Currency to UHCS. You may also log on to www.uhcollegesuites.com and click on the "Pay Your Rent Online" icon. The RentPayment service has a *percentage-based transaction fee when you make online payments*. Cash will only be accepted under extreme circumstances.
2. Your \$200.00 Application Fee assures that you comply with the terms and conditions outlined in the UH College Suites Student Housing License Agreement and the UH College Suites Rules and Regulations. Once a housing confirmation/notification that a room has been reserved for you at UH College Suites, each resident will receive a license agreement and must be signed within 5 days of receipt of the confirmation/notification. In addition, the UH College Suites Rules and Regulations are available at <https://uhcollegesuites.com/faq> for review.
3. If you find alternative living arrangements, you must **IMMEDIATELY** notify UH College Suites Management in writing.
4. If you have received confirmation/reservation that a room has been reserved for you at UH College Suites and you then decide to withdraw your application, your \$200.00 Application Fee will be **forfeited**.

This does not apply if your application withdrawal is due to a change or withdrawal from college **30 days or more prior** to the beginning of your scheduled move-in date. If this is the case, you must **immediately** provide a letter indicating your intentions and why you are withdrawing your application for residency at UH College Suites. You must also include a letter from the college stating that you will no longer be attending. Once we receive this information, your \$200.00 Application Fee will be returned to you within 90 days.

I fully understand the terms and conditions of the Application Fee Policy.

Signature

Print Name

Date