



RESIDENT SELECTION CRITERIA STUDENT HOUSING

In an effort to achieve our goal of providing the housing environment you desire, all prospective applicants are required to meet established criteria to be considered for residency. The community uses great care and will always abide by Federal, State and Local Fair Housing Laws when processing all potential resident applications.

- A valid state or federally issued photo I.D. is required from all Applicants 18 years of age or older prior to showing any rental home.
- Where applicable, to qualify for residency, the Applicant must be currently enrolled and in good standing with the University.
- Occupancy standards are one (1) person per bedroom unless stated otherwise.
- Each Applicant must be of legal age to enter into a binding contract based on prevailing state law.
- Guarantors are required on student housing properties unless Applicant can qualify for credit on his/her own.
- Minimum income requirements do apply. Guarantor or Applicant must make three (3) times the rental rate to qualify for residency. If Guarantor or Applicant does not make three (3) times the rental rate, the Applicant may be required to pay an additional security deposit.
- A credit report will be run on the Guarantor (or Applicant if no guarantor). An unsatisfactory report may result in the denial of the application. An unsatisfactory credit report is one that reflects past or current bad debts, late payments, or unpaid bills, liens or judgments. If your application is denied for poor credit history, you will be given the name, address, and phone number of the credit reporting agency that provided the report, as well as other information required to be provided by the Fair Credit Reporting Act. A Guarantor or Applicant with little or no credit history may be required to pay an additional security deposit.
- A Bankruptcy that has not been discharged in the past seven (7) years will result in an automatic denial.
- Rental history on the Applicant will be verified. The application may be denied for a negative rental reference. A negative rental reference constitutes any outstanding balance, eviction, complaints or lease violations to a current or previous landlord.
- Criminal history will be checked on the Applicant. Any felony guilty plea or conviction will result in the denial of the application. Any misdemeanor guilty plea or conviction in the past 7 years involving a crime against persons or property or that is gang related, drug related (except for a single violation of simple possession of marijuana), theft related, prostitution related, sex-related, cruelty to animals related, terrorism related or violent in nature (“Serious Misdemeanor”) will result in the denial of the application. Listing on a national, state or local sex offender registry will result in an automatic denial of the application. Two or more DUI charges in the past 7 years will result in an automatic denial. Applicants listed on the OFAC (Office of Foreign Assets Control) Specially Designated Nationals list will result in an automatic denial. Any felony charge or Serious Misdemeanor charge reflected on an Applicant’s record which is still pending may also result in denial of an application. If your application is denied for criminal history, you will be given the name, address, and phone number of the credit reporting agency that provided the report. Ambling Management Company reserves the right to obtain additional criminal reports on any applicant in its sole discretion if it has reasonable cause to believe that a resident has been involved in criminal activity.
- Incomplete or falsified documentation will result in denial of the application.

The Rental Application Fee is Non-Refundable, regardless of the circumstances. Please review these policies carefully before submitting an application. We will consider all applications.

Applicant

Date





Lease Application

Name: Mr./Ms. (circle one) _____

Permanent Address: _____ Cell phone: (____) ____ - ____

City: _____ ST: _____ ZIP: _____ Phone: (____) ____ - ____

Local Address: _____

City: _____ ST: _____ ZIP: _____ Phone: (____) ____ - ____

Driver's License Number: _____ ST: _____

Social Security Number: ____ - ____ - ____ Date of Birth: __ / __ / ____ (mo/day/year)

Current Class Standing (check one): Grad Senior Junior Sophomore Freshman

Anticipated Graduation Date: _____ Email: _____

Anticipated Move-In Date: _____

Employer: _____ Work Phone: _____

Annual Income: _____ Supplemental Income: _____

Parent, Guardian or Emergency Contact:

Name: _____ Relationship: _____

Address: _____

City: _____ St: _____ ZIP: _____ Home Phone: (____) ____ - ____

Employer: _____ Work Phone: (____) ____ - ____

Email: _____ Cell Phone: (____) ____ - ____

Floor plan Options: Rank preferences below by placing a 1 for your 1st choice, 2 for your 2nd choice, etc. Assignments are based on availability upon receipt of completed application, security deposit & fees and application approval.
(check one): **Furnished** **Unfurnished**

Choice	Bedrooms	Baths	Requested Roommates
_____	2	2	_____
_____	3	3	_____

INSTRUCTIONS: To begin the application process, submit completed application with payment of \$35 non-refundable application fee, \$100 non-refundable Reservation Fee, \$175 refundable Security Deposit (non-refundable after 72 hours) and return the signed Guarantee of Lease form, if required within three (3) days. All fees should be in the form of a check or money order only made payable to The Flats at Kernan.

By signing below, I represent that:

- a) All information contained herein is true and correct.
- b) I understand that a financially responsible Guarantor is required for those students who do not meet the required income/credit criteria and this Guarantor must also meet all approval requirements. Failure to provide a qualified Guarantor will entitle us to refuse your application for that reason and retain applicable fees.
- c) It is also understood that Landlord will run credit check on Guarantor and a criminal background check on Applicant to determine application approval. A student who meets the required income/credit criteria will not need a Guarantor and in such a case, credit and background check will be run on Applicant only.
- d) My permission is not required to lease vacant bedrooms in the apartment assigned to me.
- e) Roommate compatibility is not guaranteed.
- f) My security deposit will be forfeited in full if my application is approved but I choose not to execute a lease agreement (applicable state laws apply) in 3 days.

Applicant's Signature: _____ **Date:** _____
Staff Representative Signature: _____ **Date:** _____

Application is for information only and does not obligate Landlord to execute a lease or deliver possession to proposed resident(s).





Roommate Profile Form

The following information will be used for roommate matching only. Please complete this form honestly so that you can avoid conflicts next year.

Current Class Standing (check one): Grad Senior Junior Sophomore Freshman

Major(s): _____

Local Telephone Number: _____ **Permanent Telephone Number:** _____

E-mail Address: _____

Requested Roommate(s): _____

Smoking: I smoke. I do not smoke. I prefer to live in a smoke-free environment.

Drinking: I drink. I do not drink. I cannot drink, as I am not of age.
 I prefer to live in an alcohol-free environment.

Noise: Other people consider me to be a quiet person.
 Other people consider me to be an average person.
 Other people consider me to be a loud person.

Cleaning: I prefer that the apartment be cleaned every night.
 I prefer that the apartment be cleaned once a week.
 I prefer that the apartment be cleaned every month.
 I prefer that the apartment be cleaned once a semester.

Cooking: I plan to cook every night. I plan to cook once a week. I do not plan to cook.

Studying: I prefer to study in my bedroom.
 I prefer to study at the dining room table or in the living room.
 I prefer to study at the library, in a classroom or another on-campus building.
 I study 0-2 times per week. I study 2-5 times per week. I study daily.

Schedule: I have mostly morning classes. I have mostly evening classes.
 I am a morning person. I am a night person.

Coed vs. Single Gender I would prefer NOT to have roommates of the opposite gender.
 I would not mind having roommates of the opposite gender.

On most weeknights I like to: Watch TV Go Out Study Entertain Friends
 Listen to Music Talk on the Phone

On most weekends I like to: Watch TV Go Out Study Invite Friends to Come Over
 Listen to Music Talk on the Phone

I would be interested in contributing the following items for general use in the apartment:

Kitchenware Electronics Decorative Items Small Appliances Supplemental Furniture

The Flats at Kernan has my permission to release this information to prospective roommates.

Name: _____

Apartment: _____

Signature: _____

Date: _____

