

Guest Card #	Deposit Check #	Amount	Apartment/Room #	Approved
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The Village collegesuites at NCCC

C/O United Realty Management Corp., AMO®
300 Jordan Road, Troy, New York 12180 • 518-687-7396

Apartment Application 2008-2009

Applicants must be in good academic and judicial standing with Niagara County Community College, with all accounts paid and no outstanding balances. Proof of this will be required upon the start of your term. **Please submit an initial Security Deposit/Application Fee in the amount of \$275 with this application.** Please refer to the Security Deposit /Application Fee Policy for details. Make check or money order payable in U.S. Currency to **Student Housing Village Corporation.** Please complete the following:

First Name _____ MI _____ Last Name _____
 Current Address _____ City _____ State _____ Zip _____
 Telephone # _____ E-mail Address _____
 Cell # _____ Date of Birth _____ SSN _____

Alternative Contact: _____
 Name _____ Daytime Phone _____ Evening Phone _____

New Student _____ Returning Student _____ **Term:** Begins _____ Ends _____

Check all that apply: 9-Month Academic Year Summer Term Other Term _____

Apartment Request: 4 bedroom/2 bathroom 2 bedroom/1 bathroom
 2 bedroom doubles/1 bathroom 1 bedroom efficiency/1 bathroom

Male Female Smoker **Referred by/source** _____

Parking space needed Yes No Requesting Disabled/Medical Accessibility Yes No

Have you ever been dishonorably dismissed from another college? Yes No

Have you ever been convicted of a felony? Yes No

Requested Apartment Roommates (optional): Name: _____ Name: _____
 Name: _____ **Listed roommates must agree.**

Students residing at The Village College Suites at NCCC are expected to conduct themselves in a manner appropriate to an academic community living environment. I warrant that all statements above set forth, to the best of my knowledge are true and correct. 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 nor in any way guarantee an apartment or bedroom.

I am under the age of 21, therefore, a parent or legal guardian must also sign this application.

 Applicant Signature _____ Print Name _____ Date _____

 Parent or Legal Guardian Signature _____ Print Name _____ Date _____



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Security Deposit/Administrative Fee Policy

1. A \$200 Security Deposit and \$75 Administrative Fee are required in advance to become eligible for placement at The Village College Suites at NCCC and will be held in accordance to the laws of the State. Please make a check or money order payable in U.S. dollars to **Student Housing Village Corp ***. Cash will not be accepted.
2. Deposits will be returned to applicants if application is not accepted. In the event The Village College Suites at NCCC is full, the applicant may elect to be placed on a waiting list or request that the Security Deposit be returned.
3. The \$200 Security Deposit and \$75 Administrative Fee assure compliance with the terms and conditions of The Village College Suites at NCCC Student Housing License Occupancy Agreement which the applicant will receive once accepted as a resident of The Village College Suites at NCCC.
4. Should the applicant be placed on the waiting list, his or her acceptance for placement will be determined by the date that the \$200 Security Deposit and \$75 Administrative Fee were received.
5. If the applicant must withdraw his or her application due to circumstances beyond their control, a refund may be issued if the applicant submits a written request for release 60 days prior to their scheduled move-in date describing the circumstances and providing a copy of official third party documentation substantiating reason beyond applicant's control. If the reason for the application withdrawal is due to a change or withdrawal from college, the applicant must provide a letter indicating his or her intentions no later than 60 days prior to their scheduled move-in date. You must also include a copy of the letter from the college acknowledging that you have officially withdrawn.
6. Two payment plans are offered as described below. Note: Option #1 requires a minimum payment of 50% due by August 1, 2008 for the Fall semester and December 10, 2008 for the Spring semester, regardless of anticipated financial aid. Option #2 is a ten month payment plan that will incur a 3% service charge. The following charts outline payment schedules and amounts for the various suite types.

SUITE TYPES AND RATES FOR THE VILLAGE COLLEGE SUITES AT NCCC, FALL 2008

The Village - College Suites at NCCC offers two payment plan options. The following chart outlines payment amounts for the various suite types.

OPTION #1 – SEMESTER PAYMENT PLAN

Fall Semester

Suite Type	Academic Year	Fall Semester Portion	50% You will receive a bill on or before July 1, 2008, payable upon receipt and due by August 1, 2008	Balance of 50% You will receive a bill on or before September 15, 2008 payable upon receipt and due by October 15, 2008
4 bedroom	\$6,500	\$3,250	\$1,625	\$1,625
2 bedroom doubles	\$4,900	\$2,450	\$1,225	\$1,225
2 bedroom	\$7,200	\$3,600	\$1,800	\$1,800

Spring Semester

Suite Type	Academic Year	Spring Semester Portion	50% You will receive a bill on or before November 10, 2008, payable upon receipt and due by December 10, 2008	Balance of 50% You will receive a bill on or before January 10, 2009 payable upon receipt and due by February 10, 2009
4 bedroom	\$6,500	\$3,250	\$1,625	\$1,625
2 bedroom doubles	\$4,900	\$2,450	\$1,225	\$1,225
2 bedroom	\$7,200	\$3,600	\$1,800	\$1,800

