FSH Additional Adult Occupant FAQ’s

ALL AAO REQUESTS MUST BE APPROVED BY THE ASSISTANT DIRECTOR OF FAMILY SERVICES. Any AAO not approved by the A.D. of Family Services is in violation of your FSH Housing Contract.

Q. Who is eligible to be an Additional Adult Occupant (AAO)?
A. A qualified Additional Adult Occupant (AAO) is a regularly enrolled, full-time, UCSC Student 18 years or older. Roommates may not take on additional “roommates” or sublet their room or any portion of the apartment.

Q. How many AAO’s can I have?
A. FSH Households are limited to one AAO at a time. An AAO can be: a single, eligible UCSC Student or an eligible UCSC student and their child(ren). Maximum occupancy of FSH apartments is 5 people. Infants under the age of 2 years are not counted in the total occupancy.

Q. Can I add an AAO to my apartment if I already have in Intent to Vacate Form on file?
A. No, if you already filed the Intent to Vacate Form or you are expected to file, you may not add an AAO to your apartment.

Q. Can FSH split the rent payment between my student account and my AAO’s student account?
A. No, monthly FSH rent remains the sole responsibility of the Primary Contract Holder and will only be posted to the Primary Contract Holder’s Student Account. Rent payment arrangements/divisions are made strictly between the Primary and the AAO and should be arranged prior to move-in.

Q. If the AAO I rent to, damages my apartment, am I responsible for it when I move out?
A. Yes, Primary Contract Holders are responsible for the apartment (rent, damages, etc.) as the housing contract is between the Primary Resident and the FSH Office.

Q. Can I charge the AAO a security deposit?
A. The primary may wish to require a pre-paid security deposit in order to cover possible damages or charges incurred by the AAO. The law requires deposit money to be refunded within twenty-one days of the date of the end of the lease agreement (or submit a detailed list of deductions).

Q. What do I do if I want my AAO to move out of my apartment?
A. The University is not required to intervene in any disputes over rights to the apartment, nor to take action against one occupant in favor of the other. Disputes over possessions or use of the apartment are civil matters between the occupants in which the University will not intervene. For more information Primary Contract Holders should contact http://www.dca.ca.gov/publications/landlordbook/evictions.shtml.

Further questions or concerns should be addressed to FSH Office at (831) 459-4080.
FSH Additional Adult Occupant Information Form

Applying For Apartment #: ______

Additional Adult Occupant Information:

AAO Name: ____________________________ Date of Birth: ________________
   Last, First (Please Print)          Month/Day/Year

UCSC Student ID #: ____________________

UCSC Affiliation: ___ Undergrad ( Fresh. Soph. Jr. Sr. ) – College ____________
   ___ Graduate – Division ________________________________

Phone Numbers: Home: (      )_____________ Cell Phone: (      )_____________

Email: ______________________________

**Name**                      **Date of Birth**

Child(ren): 1. _____________________________
   Last, First (Please Print)

2. _____________________________
   Last, First (Please Print)

**Please Note:**

A copy of your UCSC Student ID Card is required at the time of application. If your UCSC Student ID Card does not display a current quarter eligibility sticker, you must also provide a copy of an acceptance letter that lists enrollment dates.

Some form of proof of relationship for each resident listed above is required at the time of application. Some acceptable forms of proof are as follows: birth certificates, custody and/or guardianship papers, and proof of pregnancy dated within the last 30 days.

__________________________________________
Signature of Additional Adult Occupant

Date

__________________________  ____________________________
(For Office Use Only)      Date Stamp Here

ID’s Received: _______    Proof of Relationship Received: _______
   Initial                     Initial

__________________________  ____________________________
Verified By                Date

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