

## **FSH Additional Adult Occupant FAQ's**

**ALL AAO REQUESTS MUST BE APPROVED BY THE ASSOCIATE DIRECTOR OF ARCH.** Any AAO not approved by the AD OF ARCH 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). The child(ren) must be between 0 – 18 years of age. 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.** How much rent is appropriate for an AAO?

**A.** The primary contract holder agrees to charge no more than 50% of the total rent.

**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 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.

Updated 07/2020

# 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: \_\_\_\_\_

	<u>Name</u>	<u>Date of Birth</u>
Child(ren):	1. _____ Last, First (Please Print)	_____
	2. _____ Last, First (Please Print)	_____

*Please Note:*

*A copy of your photo ID is required at the time of application. UCSC Student ID Card is preferred.*

*Some form of proof of relationship for each child 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. The child(ren) must be between 0-18 years of age.*

*\*\*FSH Office regularly sends out important notices and community alerts via email. I agree to have my email added to the FSH email list serve. I understand that only the primary contract holder is required to receive these email notifications and I can unsubscribe from the list at any time.*

\_\_\_\_\_  
Signature of Additional Adult Occupant

\_\_\_\_\_  
Date

### (For Office Use Only)

IDs Received: \_\_\_\_\_ Proof of Relationship Received: \_\_\_\_\_  
Initial Initial

\_\_\_\_\_  
Verified by Date

Date Stamp Here

Updated 07/2020

# Family Student Housing Additional Adult Occupant Agreement University of California, Santa Cruz

Contract Holder's Name \_\_\_\_\_ Apartment No. \_\_\_\_\_

Additional Occupant's Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ DOB: \_\_\_\_\_

Length of Stay \_\_\_\_\_ Through \_\_\_\_\_  
(Begin Date) (End Date)

This agreement is between THE REGENTS OF THE UNIVERSITY OF CALIFORNIA, a corporation, hereinafter referred to in this agreement as "the University" and the Family Student Housing contract holder.

## Terms and Conditions of this agreement are as follows:

### I agree to the following:

1. As the Contract Holder for my apartment I am solely responsible to the University for rents and damages under the terms of the Family Student Housing contract. I agree to charge any approved Additional Adult Occupant no more than 50% of the total rent charged by Family Student Housing.
2. All occupants of my apartment are subject to the provisions as listed in the Family Student Housing contract and the Resident Handbook, and all University policies. An Additional Occupant's violation of any such provisions or policies will constitute a violation of the Family Student Housing contract.
3. The Associate Director for ARCH must approve all Additional Occupants. Total occupancy cannot exceed five (5) persons over the age of two. Any resident not approved by the Associate Director will constitute a violation of the Family Student Housing contract.
4. An Additional Occupant's eligibility is contingent on being a regularly enrolled full-time UCSC student, 18 years or older, eligible to reside in a university housing facility, and compliance with all provisions listed in the Family Student Housing contract and the Resident Handbook, and all University policies. The Additional Occupant may not take on additional occupants or sublet the apartment.
5. As the Contract Holder, I understand the Additional Occupant may only remain in residence while I am also in residence and a valid contract holder. If my right to the apartment terminates for whatever reason, the Additional Occupant's right to the space is also terminated. All clauses regarding Termination Conditions as listed in the Family Student Housing contract are applicable and binding on the Contract Holder and the Additional Occupant.

The Contract Holder and Additional Occupant certify that the information given for this agreement is true and correct, that both the contract and this agreement have been read and understood, and that the signatures appearing herein are valid.

\_\_\_\_\_  
Signature of Additional Occupant Date

\_\_\_\_\_  
Signature of Contract Holder Date

\_\_\_\_\_  
Approval for the Regents of the University Date