

2007-2008 HOUSING ADJUSTMENT FORM

Please complete this form and submit the requested supporting documentation if:
(Check applicable reason)

_____ The budget currently used by the Financial Aid Office to determine your award is incorrect,

Or

_____ You want to request an increase to cover a higher rent expense than that allowed in the standard budget. For undergraduates, the standard budget expense for rent is \$695/month for off-campus and \$1,275/month (\$11,475/year) for on-campus housing. For graduates, the standard rent expense is \$979/month. We will allow a maximum of \$150/month for expenses that exceed the standard allowance. Rent add-on will be funded with loans.

SECTION A: Student Information

Name

UID

Your Housing Status:

_____ **Off-campus** (off-campus apartment, fraternity/sorority, University Apartments, co-op): Please complete section B *or* C.

_____ **On-campus** (Residence Halls, Hilgard Houses):
Please submit a signed copy of your Housing Offer Letter/ Notice of Acceptance.

_____ **Commuter** (Living at home or with relatives):
If you circle commuter, no further documentation must be submitted with this form. If you are an independent student, living with your spouse and/or children, please complete the **Off-campus** section of this form.

Student Signature _____ **Date** _____

SECTION B: Housing Contract/Lease Information

Please attach to this form, photocopies of the front and back of one of the following:

1. **CURRENT LEASE AGREEMENT** with your name for the 2007-08 academic year.
2. **SUBLEASE** with your name for the 2007-08 academic year.

You must also submit one of the following (see next page):

1. **CLEARED RENT CHECK:** The check must be made out to landlord/rental company or a roommate whose name appears on the lease. Cleared rent checks can be requested from

your banking institution if they are not returned in your monthly bank statement, or you may use your check duplicates along with online bank statement to verify the check number & cashed amount.

2. **UTILITY BILL:** The bill must be in your name and the address on it must be the same as the address on the lease.

SECTION C: Roommate and/or Landlord Agreement

If you are unable to complete Section B, your roommate or landlord may complete this section. **You must also submit proof of payment (cleared rent check) or a utility bill in your name.**

Note: If your roommate is completing this section, you must also submit a copy of your roommate's lease agreement.

I, _____,
Name of Roommate/Landlord (Circle to indicate who)

declare that _____
Student Name

resides at _____
Street Apartment Number City State Zip Code

and contributes \$ _____ per month for rent

The terms of residency are: _____ month to month
_____ long-term: from _____ to _____
Month Day Year Month Day Year

Roommate/Landlord Signature Telephone Number Date Signed

RETURN TO: **UCLA FINANCIAL AID OFFICE**
A-129J MURPHY HALL
BOX 951435
LOS ANGELES, CA 90095-1435
Fax 310-206-7419