

Residence Life Apartments 2014-2015 Application Checklist



A Partnership with Cascade Meadows Apartments

Dear Prospective Resident,

Thank you for your interest in the Residence Life Apartments. As the apartments have a tendency to fill quickly, applicants are encouraged to submit their applications as soon as possible. Please note that in order for your application to be considered complete, we must receive the following:

- | | |
|--|--|
| <input type="checkbox"/> Completed application | <input type="checkbox"/> A photocopy of government-issued photo ID (passport, driver's license or WA State ID) |
| <input type="checkbox"/> \$50.00 application processing fee (non-refundable) | |

The processing fee is payable to Whatcom Community College by personal check, money order, or credit card. Payments can be sent in using the Credit Card Authorization Form (see attached form) or made in person at the Cashier's Window in the Laidlaw Building.

If there are no vacancies your name will be put on the waitlist. When an apartment becomes available you will be notified and your application will be processed. If you are eligible to rent a Residence Life Apartment, you will receive an acceptance letter, and we will require the following:

- | | |
|---|---|
| <input type="checkbox"/> Schedule a Move-In Time/ Date | <input type="checkbox"/> Current Class Schedule |
| <input type="checkbox"/> Obtain a WCC Orca Card (photo student ID card) | <input type="checkbox"/> Attend Mandatory Orientation |
| <input type="checkbox"/> Provide a copy of Personal Property Insurance | <input type="checkbox"/> Provide a copy of Health Insurance |

Please take time to read through all of the material provided and complete the application packet in full. Please send the completed application and additional required materials to:

Whatcom Community College
Attn: Residence Life
237 West Kellogg Road
Bellingham, WA 98226

If you have any questions, please don't hesitate to call 360.383.3008 between the hours of 9am and 4pm, Monday through Friday or email at nbaker@whatcom.ctc.edu.

Thank you,

Nicole Baker
Associate Director of Residence Life
Whatcom Community College

Keep this checklist for your reference

Residence Life Apartments

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2014/2015 Lease and Cost Information

Once you have arrived at Whatcom Community College, you will be asked to sign a lease for the rental of the Cascade Meadows apartment in which you will be living. Leases are signed on a quarterly or annual basis. Residents signing annual lease agreements are provided with a discounted rent option*. A security deposit of \$250 is due at time of move in and will be refunded if there is no damage to the property above normal wear and tear and no funds owed.

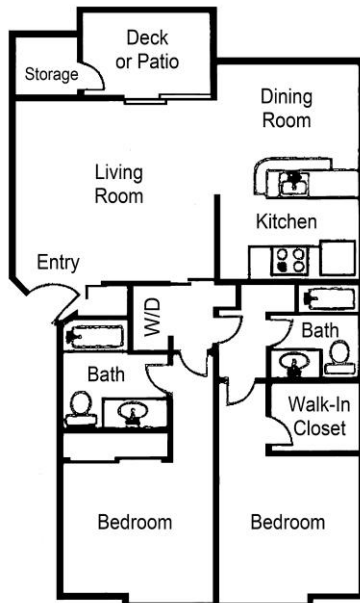
Costs per unit type are as follows:

Unit Type	Monthly Cost	*Annual Cost (12-month lease) discount applied to final month's rent
Private Bedroom, Private Bath	\$525/month	\$6,000/year (\$300 savings)
Private Bedroom, Shared Bath	\$475/month	\$5,425/year (\$275 savings)

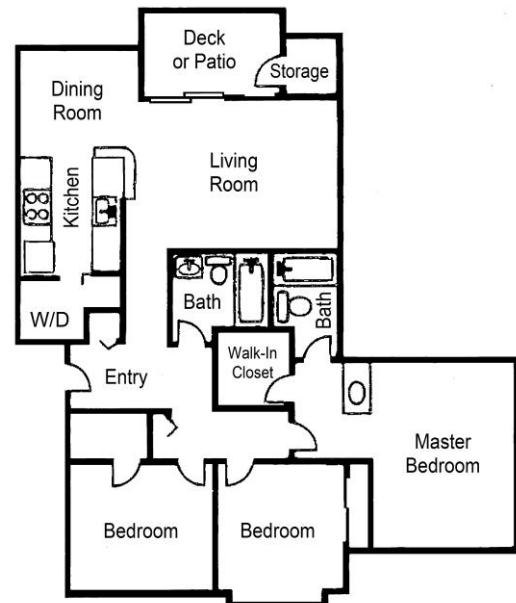
Apartment Information

These are two apartment unit types available through Whatcom Community College's Residence Life apartments.

2-bedroom, 2-bath
Approximately 1,051 sq. ft.



3-bedroom, 2-bath
Approximately 1,196 sq. ft.



Each apartment consists of shared living area, kitchen, dining room, bedrooms, bathrooms, and private deck. Apartments are furnished with all major appliances, including a stove/oven, refrigerator/freezer, and dishwasher. In addition, full laundry facilities are included in each unit type.

Common area furniture includes a sofa, chair, kitchen table and four chairs, and a multi-use bookcase. Bedroom furniture includes a bed frame with mattress, a desk with cabinet and chair, dresser, and a closet.

Waiting List Policies and Procedures

Due to heavy demand for apartment accommodations, we may be full at the time you choose to apply. Should this occur, the following policies and procedures apply for those who wish to be placed on the waiting list.

Students must submit a complete application. This includes the application form itself as well as the Roommate Preference Form and the \$50.00 processing fee. Placement on the waiting list will be by date and time of receipt. In the case of emailed applications, the date and time of transmission will be recorded.

Space assignments will be awarded on a first-come, first-served basis.

<p style="text-align: center;">Residence Life Application Priority Deadlines</p> <p style="text-align: center;">Summer 2014 Quarter – May 20th, 2014</p> <p style="text-align: center;">Fall 2014 Quarter – August 5th, 2014</p> <p style="text-align: center;">Winter 2015 Quarter – November 26th, 2014</p> <p style="text-align: center;">Spring 2015 Quarter – February 24th, 2015</p>

If you have any questions regarding the Whatcom Community College's waiting list policy for Residence Life apartments, please don't hesitate to call our office at 360.383.3008.

Application for Residence Life Apartments

A Partnership with Cascade Meadows Apartments



Please complete the following application for a Residence Life apartment. A \$50.00 non-refundable processing fee must be paid at the time of application. **Please Print Clearly.**

1) Applicant Information:

Last Name:		First Name:		M.I.
Sex: Female Male	WCC Student ID# (if available):		Date of Birth:	
Email:		Phone Number:		
Photo ID Required (government issued). Please indicate type of identification and ID number in the space below. Examples are: Passport or Driver's License. Please attach a CLEAR copy of your photo ID to this application.				
ID: Passport or Driver License	ID Number:		Issuing Country/State:	
Please indicate when you plan to move in: <input type="checkbox"/> Fall 2014 <input type="checkbox"/> Winter 2015 <input type="checkbox"/> Spring 2015 <input type="checkbox"/> Summer 2015				
Applicant Home Mailing Address:				
City:	State/Province & Postal Code:		Country:	
Do you have any health concerns we should be aware of?				
In the event that a resident is determined to be a missing student in accordance with the procedures set forth in the RL Handbook, the RL staff will contact the person(s) listed below. The RL reserves the right to contact the parent(s) of the student, regardless of the student's age or whether the parent(s) is listed as an emergency contact.				
Emergency Contact Name & Relationship:				
Emergency Phone:		Email:		
Emergency Contact Name & Relationship:				
Emergency Phone:		Email:		

2) Apartment Unit Preferences (please check **all** applicable boxes below):

Please be aware that Housing Services will do its best to accommodate your room request, but cannot guarantee preferences.

<input type="checkbox"/> Private bedroom, Private bath	\$525/month
<input type="checkbox"/> Private bedroom, Shared bath	\$475/month
<input type="checkbox"/> Bedding Package (optional package includes: Pillow, Bedding, Towels)	\$80

3) Contract Term Options:

<input type="checkbox"/> Academic Quarter Contract	<input type="checkbox"/> 9-Month Contract	<input type="checkbox"/> 12-Month Contract (discounted)
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Student Apartment Preferences

WCC Residence Life



Student Name: _____

Preferred Move-in Date: _____

Roommate Information

List Names of Preferred Roommates (Last Name, First Name):

- 1)
- 2)

Personal Habits

- 1) Do you smoke? Frequently Sometimes Seldom Never
(The apartments are non-smoking facilities. You may smoke outside in designated areas.)
- 2) Do you drink alcohol? Frequently Seldom Never
(Students must comply with Washington State law; students and/or guests must be 21 years of age to consume alcohol.)
- 3) I am a: Morning Person *(early to rise, early to bed)* Night Person *(late to rise, late to bed)* Varies
- 4) I keep my house/apartment: Very Neat Mostly Neat Comfortable Mostly Messy
- 5) I like to have friends visit my apartment: Yes, all the time Yes, once in a while No
- 6) I am comfortable with overnight guests/visitors: Yes No
- 7) I attend religious services: Frequently Sometimes Seldom Never
- 8) I am comfortable with sharing my belongings: Yes If it is an emergency Never

Study Habits

- I prefer to study at home OR I prefer to study at the library or on campus.
- I study mostly in the morning OR I study mostly in the afternoon or evening.

What do you like to do on your free time?

What other preferences or concerns do you have?

Credit Card Authorization Form
WCC Residence Life



I, _____ , authorize Whatcom Community College to charge my
(Please Print Name)

credit card for the Student Housing application processing fee.

Amount for Processing Fee:	\$50.00
Credit Card Type (i.e. Visa, Mastercard, etc.):	
Credit Card Number:	
Card CV2 Number:	
Credit Card Expiration Date:	
Billing Address:	
City, State/Province, Country, and Postal Code:	
Name on Credit Card – As Appears on Card:	
Cardholder Signature:	

Mail or Email Credit Card Authorization to:

Whatcom Community College
Attn: Residence Life
237 West Kellogg Road
Bellingham, WA 98226
Phone: 360.383.3008
Email: nbaker@whatcom.ctc.edu

Agreement and Signature

WCC Residence Life



Authorization for Release of Information

This application must be signed before it can be processed by WCC Residence Life. Applicant acknowledges that false or omitted information herein may constitute grounds for rejection of this application, termination of right of occupancy, and/or forfeiture of fees or deposits and may constitute a criminal offense under the laws of this State.

Applicant(s) represents that all of the above information and statements on the application for rental are true and complete, and hereby authorizes an investigative consumer report including, but not limited to, residential history (rental or mortgage), employment history, criminal history records, court records, and credit records. Information is used for the sole purpose of the applicant's tenancy evaluation.

This application is preliminary only and does not obligate Whatcom Community College to execute a lease or deliver possession of the proposed premises. No oral agreements have been made.

Printed Name of Applicant/Student:	
Applicant/Student Signature:	Date:

Acknowledgement of Policies

I understand that the Whatcom Community College Residence Life Handbook is available in print at the Residence Life office or electronically at:

<http://www.whatcom.ctc.edu/degrees-and-programs/international-programs/future-students/housing-information/>

I have read and agree to abide by all policies within the handbook.

Printed Name of Applicant/Student:	
Applicant/Student Signature:	Date: