

2014-2015 HOUSING ADJUSTMENT FORM

Name: Last _____

First _____

UID# _____

Joint Degree

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

****Requests must be submitted at least three (3) weeks prior to end of enrollment period/term.****

- The housing status currently used by the Financial Aid Office to determine your award is incorrect.
- You want to request an increase to cover a higher rent expense than that allowed in the standard budget. For graduates, the standard rent expense is \$1,274 per month. *We will allow a maximum of \$200 per month for expenses that exceed the standard allowance.** Rent add-on will be funded with loans. Federal regulations require that all loans offered must be divided equally across all quarters of enrollment.*

SECTION A: Current Housing Status (Check One)

- Commuter** (*living at home with parents or relatives*): If you check commuter status, no further documentation is required with this form. **Do not mark commuter if you are living with your children and/or spouse, INDICATE OFF-CAMPUS.**
- Off-campus** (*apartment, university owned apartment, fraternity/sorority, co-op*): Please refer to section B and C. If you are a single parent, please specify the number of dependent children living with you _____.**

Student Signature _____

Date _____

SECTION B: Proof of payment

PROOF OF PAYMENT:

If you are applying for a rent add-on, proof of payment must be supplied.

- Cleared (canceled) rent check (front and back copy) made out to landlord, rental company or a roommate whose name appears on the lease or
- Copies of Money Orders or Cashier's Checks that specify both purchaser and payee, or
- Rent paid in cash, copies of bank statements reflecting rent payment for at least two (2) months

**** Note: If you pay your portion of rent to your roommate, you must submit (in addition to your rent payment) proof of your roommate's rent payment to the landlord/rental company.****

SECTION C: Housing Contract/Lease Information (Check One)

Please attach photocopies of the front and back of one of the following:

- CURRENT LEASE AGREEMENT** with your name for the 2014-2015 academic year.
- SUBLEASE** with your name for the 2014-2015 academic year.
- SIGNED HOUSING CONTRACT:** for fraternities, sororities, University owned apartments or co-ops with your name for the 2014-2015 academic year.

If you are unable to provide a lease agreement or housing contract, please have your roommate or landlord complete the section below.

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

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

declare that _____,
Student Name

resides at _____,
Street Apartment Number City State Zip Code

and pays \$_____ per month for rent.

The terms of residency are: _____ month to month _____ to _____
Month Day Year Month Day Year

_____ long-term: from _____ to _____
Month Day Year Month Day Year

Roommate/Landlord Signature
Number

(_____) _____
Send all documentation to: _____
Date Signed Telephone

UCLA School of Law
Financial Aid Office
Campus box 951476, Room 1214
Los Angeles, CA 90095-1435
Phone: 310-825-2260
FAX 310 794-5827 (single sided)