



Application Arrival Date  
(Office use only)

### UCN Housing/Apartment/Carroll Hall Application

Please email application to:  
studentaccommodations@ucn.ca

*Please note: Applicants are responsible for checking their application status. Please ensure you provide accurate contact information. Applications with incorrect contact information will be considered incomplete and not be processed. Applications will be kept on file for 6 months.*

**\*Applications must be completed in full and must be accompanied with supporting documents and proof of payment of the application fee before being processed. The application fee is (\$30.00+ GST)**

Name \_\_\_\_\_  
Last First Middle

Student ID \_\_\_\_\_ Gender M \_\_\_ F \_\_\_ Age \_\_\_\_\_

Address \_\_\_\_\_  
Street or P.O. Box No. (Current Home and mailing address)  
\_\_\_\_\_  
City/Town/Community Postal Code Personal Photo ID # (driver's license/treaty #)

Telephone \_\_\_\_\_  
Home No. Cell No. E-Mail

Please make sure your contact numbers are accurate and in service.

Program \_\_\_\_\_ Program Length \_\_\_\_\_  
Name of program in which you are enrolled

YEARS  
 MONTHS

Number of years you have previously attended UCN \_\_\_\_\_ or New Student

Anticipated total number of years you will attend UCN \_\_\_\_\_ Number of daily classes \_\_\_\_\_

Do you own a vehicle? \_\_\_ Plate # \_\_\_\_\_ Color \_\_\_\_\_ Model \_\_\_\_\_ Make \_\_\_\_\_

Please check one of the boxes below for which you are applying:

#### UCN Family Housing

Thompson   The Pas

#### Thompson Only

11 Copper & 21 Copper

1 bedroom furnished   1 bedroom unfurnished  
2 bedroom furnished   2 bedroom unfurnished

#### The Pas Only

Carroll Hall

**Payment Information for Carroll Hall ONLY**

How will you be paying for Carroll Hall	Myself <input type="checkbox"/>	Sponsor <input type="checkbox"/>	Other <input type="checkbox"/> (specify)
If you are sponsored will they be paying UCN directly?	Yes <input type="checkbox"/>	No, on my own <input type="checkbox"/>	
Name of Preferred Roommate			

**Family members who will reside in the apartment/housing:**

Name	Age	Gender		Relationship to Applicant	Income status Working, School, No-income

Arrival Date: \_\_\_\_\_

Departure Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

**Income Documents Required For UCN Housing and Apartments**

- Proof of income for ALL tenants over the age of 18. (E.I, Sponsorship, Income Assistance, 3 Pay Stubs, etc.)
- Sponsorship letters must have an amount indicated to show living allowance.
- Tenants who are employed must provide 3 pay stubs.

**Other Documents Required For UCN Housing and Apartments**

- Applicant’s UCN acceptance letter. Must be enrolled in a full time (9 credits or 60%) university/college level UCN program.

**What is considered a family?**

A family consists of a student, spouse (may or may not be applicable), and dependent children under the age of 18 (required). UCN apartments are for immediate family only. Other children are considered if the applicant is a permanent guardian of that child. Single parents are welcome to apply.

**Criteria for UCN Housing/Apartment Application**

1. Must be a registered, full-time (9 credits) UCN program in good standing. (Must be university/college level)
2. Must have a family with dependents aged 17 and under and who remain under the age of 17 for the duration of the applicant’s tenancy.
3. A completed application.
4. A UCN acceptance letter is required.
5. Income Information provided

\*All may apply, however, those who do not met the criteria will not be considered a priority

**CHECK LIST - Is my application complete?**

- All spaces on the application are filled in?  
*(everyone over 18)*
- Acceptance letter is attached?
- Application fee is paid, receipt is attached
- Income information is attached?
- All contact information is correct?