

# Domestic Housing Application Process

**Step 1:** Turn in your complete application along with applicable fees.

**Step 2:** Watch for emails regarding missing items or other needed information.

**Step 3:** The placement process begins 1-2 months before the quarter starts. Shortly after placements are completed, you will be notified if you have been placed or if you will be on the waitlist.

**Step 4:** If you are sent placement, you will need to confirm your placement and inform us of your arrival date and estimated arrival time. If you are on the waitlist, you will need to let us know if you want to stay on the waitlist in case any room opens up.

**Step 5:** Move in on arrival day!

## Housing Application Checklist

*Items below are needed for an application to be considered complete*

- Application including housing choices and preferences
- Application fee
- Other fees (if required)
- Student's photo ID
- Signed medical consent form (if required)
- Arrival information
- Background check form (if required)

# Housing Application

Housing and Residence Life Office

19920 68th AVE W

Lynnwood, WA 98032

P: 425-640-1080 | E: [Housing@edmonds.edu](mailto:Housing@edmonds.edu) | W: <https://www.edmonds.edu/housing/>



## Personal Information

Domestic

2022-23

**Year & Quarter you plan to begin:** Year: \_\_\_\_\_  Fall (Sept. - Dec.)  
 Winter (Jan. - March)  Spring (March - June)  Summer (July - Aug.)

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Preferred Name/Nickname: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Age: \_\_\_\_\_  
Month Day Year

Male  Female  Gender Neutral

Student ID Number: \_\_\_\_\_

Are you a CWU student? Yes  No

International Student  U.S. Student

### Office Use Only

Date Received: \_\_\_\_\_

Fee(s) Paid: \_\_\_\_\_

BG Sent: \_\_\_\_\_

Housing Choice: \_\_\_\_\_

Quarter: \_\_\_\_\_

### Current Address or Home Country/Family Address

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_ State/Province: \_\_\_\_\_

Country: \_\_\_\_\_ Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Student's Email: \_\_\_\_\_

Country of Citizenship: \_\_\_\_\_

Native Language: \_\_\_\_\_

### Emergency Contact Information

\_\_\_\_\_  
(Name) (Phone)

\_\_\_\_\_  
(Email) (Relationship)

\_\_\_\_\_  
(Address) (Country)



## Residence Hall

**Contract for:**

- 3 Quarters       4 Quarters

Only at EC for 1 or 2 Quarters? How many quarters? \_\_\_\_\_

Why? \_\_\_\_\_

**What is your building choice? (Rank 1st and 2nd)**

\_\_\_\_\_ Rainier Place      \_\_\_\_\_ Triton Court

**Room type - See website for apartment types, room types, floor plans, and prices** (Rank 1st, 2nd, etc)

- Single bedroom in a 4 bedroom unit (Rainier Place only)
- Single bedroom in a 3 bedroom unit (Triton Court only)
- Single bedroom in a 2 bedroom unit (Rainier Place and Triton Court)
- Studio (Rainier Place and Triton Court)
- Shared room in a 2 bedroom unit (Rainier Place and Triton Court)
- Shared studio (Rainier Place and Triton Court)

**Apartment type:**

- Single sex apartment (all female or all male)
- Co-ed apartment (2 females and 2 males together in an apartment)
- Either is ok

**General:**

Are you an athlete at EC?  No       Yes - Which sport? \_\_\_\_\_

Do you smoke?       Never       Seldom       Sometimes       Frequently

Are you allergic to smoke?       No       Yes

What are your hobbies? \_\_\_\_\_

Vegetarian?  No       Yes      Or other dietary restrictions? \_\_\_\_\_

Is there anyone in particular that you would like to live with? \_\_\_\_\_

Other preferences for your room/apartment? \_\_\_\_\_

Are you a veteran?       No       Yes



## Reasonable Accommodation

Do you require any special physical or learning assistance?

Yes  No

Please describe: \_\_\_\_\_

Do you have any medical conditions or allergies?

Yes  No

Please describe: \_\_\_\_\_



## Arrival Information

SEE WEBSITE FOR APPROVED ARRIVAL DATES - <http://housing.edcc.edu>

**Early Arrivals** make their own arrangements for transportation and hotel until official arrival date

- I need airport pick-up on **Arrival Day**.
- I am arriving after the **Arrival Day(s)**?

### Flight Arrival Information

Date: \_\_\_\_\_ Airline: \_\_\_\_\_ Flight #: \_\_\_\_\_ Arrival time in Seattle: \_\_\_\_\_

- I will arrive at the housing office **on my own** on **Arrival Day**. Date: \_\_\_\_\_ Time: \_\_\_\_\_

If not decided now, please send information to [housing@edcc.edu](mailto:housing@edcc.edu) at least **2 weeks before** arrival day.



## Application Responsibilities/Expectations

Please be aware that we will do our best to fit you with your room request, but we do not guarantee your first choices. Confirmation of room assignments will be sent out some time in the month prior to arrival (Fall placements are sent out starting in July) **There is no refund on the \$275 application fee unless we are not able to place you in a room.** After being assigned a room, you agree to move in, and follow all Housing and College Policies and pay at least one quarter's worth of rent/stipend. Also, please note that the College does not cover personal items for insurance purposes.

\_\_\_\_\_  
(Student's Printed Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Student's Signature)

\_\_\_\_\_  
(Date)



## Medical Release Form (For Students under the Age of 18)

**The Housing Office must follow specific procedures for accommodating, supporting, and monitoring students under 18 years of age studying at Edmonds College.**

### Medical Release Form

Hospitals and physicians may be reluctant to treat or care for children without consent from parents or legal guardians. This can cause problems if the child has a medical emergency and parent/guardians are not readily available to consent to treatment.

Copies of the form will be made available to International Education Division, International Student Services, Housing and Student Life offices of Edmonds College.

I, \_\_\_\_\_, the parent of \_\_\_\_\_ (Student)

authorize and consent to medical, surgical and hospital care, treatment and procedures to be performed for my child by a licensed physician or hospital when, at the sole discretion of the attending physician, such care, treatment and procedures are immediately necessary or advisable in the interest of my child's health and well-being, and it is not advisable to take the time to contact me in advance. Under the circumstances set forth above, I elect not to be informed in advance of the nature and character of the proposed treatment, its anticipated results, possible alternatives, and risks, complications, and anticipated benefits involved in the proposed treatment and the alternative forms of treatment, including non-treatment.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date



## Fee Payment

### Quarterly Housing Payments made by:

- Agent   
  Student/Family   
  Sponsorship   
  Financial Aid   
  Financial Aid/Student/Family  
 Other - If so, what? \_\_\_\_\_

Email of person paying \_\_\_\_\_

Name of person paying \_\_\_\_\_ Relationship to Student \_\_\_\_\_

### How will you pay the \$275 application fee (non-refundable if we process placement):

- I will pay with a **credit card**  
 I will pay with a **check**  
 I will pay with a **wire transfer** from my bank

Wire amount: \_\_\_\_\_ Date sent: \_\_\_\_\_



## Paying by Credit Card

**If you are intending to pay for the Housing Application fee by credit/debit card, you will receive instructions on how to do so after we receive and review your application by email.**

Please note that Housing Applications will not be processed without application fee payment. An application is not considered complete until payment is received and processed. The order in which we place students depends on the date that we receive a complete application.

### **Housing fees that will be included in your credit card payment?**

- \$275 Housing Application Fee (Must be paid with Housing Application)  
 \$200 Deposit (Residence Hall)  
 \$200 Cleaning Fee (Residence Hall)  
 Airport Pick-Up (Arrival Day Price: \$35; Non-Arrival Day Price: \$100)\*  
 Housing Rent/other: \_\_\_\_\_

\*The cost of airport pick-up is currently \$100 regardless of what day transportation is needed. This is subject to change.