

Congratulations!

You've made an exciting choice to attend The Art Institute of Tucson! In addition, we hope that you have decided to make Sycamore Creek your home.

Our school-sponsored housing facility can be a great place for you to begin your educational journey. We foster a living-learning community that is designed to provide you with the resources and support you need for school!

Students who live in School-Sponsored Housing tend to have higher persistence rates and are more connected to their school than students who live in independent housing (Valdez, 1985 & Astin, 1993). In a recent school survey, students reported that their favorite aspects of living in School-Sponsored Housing were the friendships they developed with their roommates, living around a lot of other students, and the close proximity to school.

Living at Sycamore Creek is an opportunity to meet friends, transition into your school life, have Art Institute of Tucson staff on-site to provide guidance.

Enclosed is information that further supports your decision to live at Sycamore Creek. I have also included the paperwork that is needed to reserve your spot in housing.

If your plans change and you do not attend The Art Institute of Tucson, your housing deposit is refundable if you cancel at least 30 days before your move-in date. The important thing is that we reserve your space ASAP so we can confirm your place at Sycamore Creek!

You can complete the Housing Application/pay your deposit before you are accepted to the school. If for some reason you are not accepted, your housing deposit is refundable.

Please let me know if you have any questions.

We look forward to seeing you soon!

Tamara Birch

The Art Institute of Tucson

5099 E Grant Rd Suite 100

Tucson, AZ 85712

(520) 318-2703 or 866-690-8850 toll free

(520) 881-4794 fax



HOUSING INFORMATION

Sycamore Creek
1701 & 1901 N Wilmot Rd
Tucson, AZ 85712

For additional information or to reserve a room:

Tamara Birch
(520) 318-2703
1-866-690-8850

SCHOOL-SPONSORED HOUSING: “Sycamore Creek”

The school-sponsored housing is a lush park-like atmosphere with sparkling pools, picnic areas, and a community clubhouse. Located right around the corner from our campus (2.04 miles), it is close to everything Tucson has to offer. The housing program attempts to accommodate students according to their likes/dislikes, study habits, academic program and smoking preference. Placements, decided on a first-come, first served basis: **2 bedroom/ 2 bath** (up to 4 students).

Along with rent, housing costs include utilities, cable in living room, high-speed Internet connection and partial furnishings in each unit. The student is responsible for his or her own phone bill.

COST FOR SCHOOL-SPONSORED HOUSING

Students are required to pay housing costs and a housing deposit. The cost for housing may be included in your student financial plan, which may allow you to make one monthly payment to the school. New school-sponsored housing students are required to sign a FOUR (4) quarter license agreement. The agreement is binding between the student and The Art Institute of Tucson. Early termination fees will be applied in the event a student terminates the agreement prior to the conclusion of the term. Current costs are as follows:

\$1,575 per quarter: (4) quarter contract

\$150 deposit

NOTE: Housing Costs and Housing Deposit are subject to change at any time prior to signing a housing contract.

*The Housing Application/\$150 deposit must be submitted in order to reserve a space at Sycamore Creek. The \$150 deposit is refundable if the student cancels at least 30 days prior to the move-in date.

REQUIREMENTS FOR SCHOOL-SPONSORED HOUSING

To be placed in school-sponsored housing, students must be accepted and enrolled in The Art Institute of Tucson and have a signed student financial plan, including the costs of housing, on file. In addition, students will be required to do the following:

1. COMPLETE

- Housing Application
- Roommate Questionnaire
- Pay Housing Deposit of \$150

Note: All Housing Forms and Deposits must be submitted to secure housing.

OTHER REASONS TO CHOOSE SCHOOL-SPONSORED HOUSING

- No Credit check for housing (credit check for Financial Aid may be required)
- You do not have to prove an income to be in housing
- No renters history required
- The Art Institute of Tucson staff provide supervision and support
- Make new friends who share creative interests; get help with homework and projects
- Art Institute staff member designated to offer support and leadership
- Special social events will be held for housing students
- Card-operated laundry facilities on-site, club house, free 24 hour fitness gym, and more

PREPARING FOR MOVE IN

The following items will be in each apartment:

Twin bed for each person

2 Dressers

Dining room table and 4 chairs

Couch

Chair

Cocktail table

End table

2 lamps

In addition, each apartment has a dishwasher, garbage disposal and an electric stove and oven.

WHAT TO BRING: see the “what to bring” page

WHAT NOT TO BRING:

Drums/Large Amps/Large Speakers

Pets of any kind

Excessive amount of belongings

Alcohol/Drugs (NO PARAPHERNALIA)/Weapons

Be reminded that the school-sponsored housing facility is alcohol and drug-free. Possession of either one and/or paraphernalia in the apartments may be grounds for immediate removal both from Sycamore Creek and The Art Institute of Tucson.

TELEPHONES/COMPUTERS You can set up a phone line in your apartment; however it is sometimes difficult to regulate with four individuals living in the apartment. It is suggested that you set up a local phone line (no long distance) and use a calling card. Many residents prefer the use of their personal cell phones. The Internet connection is already provided in your apartment.

The Art Institute of Tucson
School-Sponsored Housing Facility:
Sycamore Creek
1701 N Wilmot Rd
Tucson, AZ 85712

Commonly Asked Questions

1. What is the process to secure my space at the school-sponsored housing facility?

Contact Tamara Birch (520)318-2703 or (you may have already received a packet in the mail) or talk to your Admissions Representative. We will collect the Housing Application, Roommate Questionnaire and \$150 deposit in order to reserve your space. (If you pay your deposit and decide not to attend The Art Institute of Tucson, your full deposit is refundable if you cancel at least 30 days prior to your move in date)

2. When are housing assignments made?

Housing Assignments are made about two weeks prior to your move-in date. The assignments are mailed/emailed to you in your Move-In Packet, which will also include helpful fact sheets. Assignments are made based on room availability and the information you provide on the Roommate Questionnaire. You may obtain the Roommate Questionnaire from, Tamara Birch.

3. Can I move-in early?

Early move-in is not available. Late move-in is available by appointment only.

4. Can I get my apartment number before move-in?

Apartment numbers are not available prior to move-in day.

5. Can I mail my possessions to my apartment before move-in day?

Unfortunately, you may not. Sycamore Creek does not have space to store your possessions for you until you move-in. Packages received for students who are not current residents are returned.

6. How do I pay my rent every month?

Rent payments are part of your Student Financial Plan, which you and your Art Institute of Tucson Financial Aid Officer develop. Title IV financial aid may be used to pay for your housing if you have requested financial assistance, qualified for and received aid. Please talk with your Financial Aid Officer regarding any financial aid or payment questions you may have.

7. My Housing Reservation Deposit is \$150.00, why is my Security/Damage Deposit only \$50.00?

Of your \$150.00 Housing Reservation Deposit, \$50.00 becomes your Security/Damage Deposit and the remaining \$100.00 is a non-refundable fee to cover minimum cleaning/maintenance costs.

8. Are the apartments furnished?

Each apartment will have one twin size bed (per person), 2 dressers, 2 lamps, one desk and desk chair, one couch, one chair, cocktail table, end table, and one kitchen table with 4 chairs per apartment.

9. Can I bring my pet?

Pets are not allowed in school sponsored housing.

10. Does school sponsored housing have a meal plan?

No, there is not a meal plan for school sponsored housing. Each apartment unit is equipped with a full kitchen including sink, dishwasher, stove and refrigerator so students can do their own cooking!

11. Can I have overnight guests?

No overnight guests are allowed in housing.

12. Can I stay in my apartment over the break periods between quarters?

Yes, you may remain in your apartment during the break periods. If you are in a double occupancy unit and do not have a roommate, it is your responsibility to have your apartment clean and space cleared for a new roommate prior to leaving for the break as move-ins occur during the break periods.

13. Does The Art Institute of Tucson have storage space for student residents?

Unfortunately, Sycamore Creek does not have any storage space available to student residents.

14. Will The Art Institute of Tucson pay my telephone bill or parking tickets?

No, you are responsible for “hooking up” your telephone paying your bills. You are also responsible for paying any parking tickets you may get. These types of services are your responsibility and cannot be placed on your Art Institute of Tucson Student Account for payment by your parents or financial aid.

15. How do I get a roommate?

You are assigned a roommate by the Housing Department based on your Roommate Questionnaire. Be honest! We want to match you up with the right roommates.

16. Can I pick my own roommate?

Yes, you are welcome to pick your own roommate; however, the Housing Department cannot guarantee an apartment will be available to house you and your roommate choice. Let Tamara Birch know as soon as possible if you already have a roommate preference!

17. What if I don't like my roommate or meet someone I would rather live with?

You may transfer apartments at any time during your contract period. It is your responsibility to contact Tamara Birch and make her aware of your living situation and your desire to move. The housing staff will work with you to find the best possible room situation as preparation time and availability allows.

18. What if I lose my front door, mailbox key, laundry key?

It is your responsibility to contact Tamara Birch and inform her that you have lost your keycard or your mailbox key. Your front door/mailbox key is \$5 to replace. Laundry key can be purchased at the complex office for \$5 (\$3 of that is on the card).

19. Where do I store my bike or moped?

Bikes may be stored in student apartments but may not be ridden in the common areas. Any motorized bikes, including motorcycles, mopeds and scooters, must be parked outside.

20. Where do I park my car?

You may park your car, at no cost, in any uncovered parking. It is your responsibility to register your car with Tamara Birch. Limited covered parking is available at an additional quarterly cost.

21. What happens if I break my contract and move-out before my expiration date?

A Thirty-Day Notification of Intent to Vacate is required and you are billed for the month you move-out, plus two months. All residents that leave Sycamore Creek for *any* reason before the Housing Contract has expired are subject to lease break fees.

22. What type of security do the apartments have?

Sycamore Creek participates in a crime free program. Tenants that violate the program can be immediately evicted.

23. I am over 21 years old, what if I am caught drinking alcohol?

Sycamore Creek is an alcohol and drug free facility. No consumption of alcohol or drugs in the building or on the facility premises is permitted. This type of conduct violation is cause for removal from Sycamore Creek and the Art Institute of Tucson.

24. Why is Sycamore Creek the best choice for students at the Art Institute of Tucson?

Don't start your journey alone! All residents are students, just like you. You will have an opportunity to meet friends, share creative ideas and interests and have support and guidance available to you! You will be able to get to know the Tucson area while living in a community that is designed to accept you for who you are and provides the resources necessary to grow both socially and academically. We hope to see you soon!

Sycamore Creek: Driving Directions

The Art Institute of Tucson to Sycamore Creek Apartment Homes

Starting Point: 5099 E Grant Rd Tucson, AZ 85712

1. Turn left (east) from campus on to Grant Rd
2. Turn right (south) on Wilmot Rd
3. Turn right (west) in to complex, 1701 N Wilmot Rd (if you get to Pima Rd, you've gone too far)

What to Bring:

BEDROOM	LAUNDRY
<ul style="list-style-type: none"> <input type="checkbox"/> Mattress Cover (size) <input type="checkbox"/> Sheets/Comforter/Blanket <input type="checkbox"/> Pillow(s) <input type="checkbox"/> Alarm Clock <input type="checkbox"/> Clothing (seasonal needs) 	<ul style="list-style-type: none"> <input type="checkbox"/> Detergent/Fabric Softener/Stain Remover <input type="checkbox"/> Hangers <input type="checkbox"/> Iron/Ironing Board <input type="checkbox"/> Laundry Basket/Bag
KITCHEN	PERSONAL PRODUCTS
<ul style="list-style-type: none"> <input type="checkbox"/> Microwave/Blender/Toaster/Coffee Maker/Mixer <input type="checkbox"/> Bottle/Can Opener <input type="checkbox"/> Dishes/Glasses/Cups/Flatware/Cooking Utensils <input type="checkbox"/> Ice Cube Trays <input type="checkbox"/> Cleaning Supplies (dish soap, sponges, etc) <input type="checkbox"/> Measuring Cups/Spoon/Salt and Pepper Shakers <input type="checkbox"/> Non-Perishable Food <input type="checkbox"/> Paper Towels/Storage Bags/Storage Containers <input type="checkbox"/> Pot Holders <input type="checkbox"/> Pots/Pans/Baking Dishes <input type="checkbox"/> Kitchen Towels/Dish Cloths 	<ul style="list-style-type: none"> <input type="checkbox"/> Soap/Deodorant <input type="checkbox"/> Dental Hygiene Items <input type="checkbox"/> Facial Tissues/Cotton balls <input type="checkbox"/> Hair Care Products <input type="checkbox"/> Razors/Electric Shavers, Shaving Cream <input type="checkbox"/> Hand Mirror <input type="checkbox"/> Nail File/Clippers <input type="checkbox"/> First Aid Kit/Thermometer <input type="checkbox"/> Medication/ Prescription Drugs <input type="checkbox"/> Extra pair of prescription glasses or contacts
HOUSEHOLD GOODS	LIVING ROOM
<ul style="list-style-type: none"> <input type="checkbox"/> Broom/Dustpan/Mop/Bucket <input type="checkbox"/> Cleaning Supplies (furniture polish, window cleaner, etc) <input type="checkbox"/> Extension Cords/Surge Protector <input type="checkbox"/> Sweeper/Vacuum <input type="checkbox"/> Telephone/Answering Machine <input type="checkbox"/> Trash can(s)/Trash bag(s) 	<ul style="list-style-type: none"> <input type="checkbox"/> Lamp(s) <input type="checkbox"/> Television/VCR/DVD <input type="checkbox"/> Entertainment Center <input type="checkbox"/> Video Game System <input type="checkbox"/> Stereo/Headphones <input type="checkbox"/> Tapes/CDs/DVDs
BATHROOM	FINANCIAL ISSUES
<ul style="list-style-type: none"> <input type="checkbox"/> Shower Curtain/Rings <input type="checkbox"/> Toilet Paper <input type="checkbox"/> Towels/Wash cloth(s) <input type="checkbox"/> Bath Mat/Floor Mat <input type="checkbox"/> Bath Tub Stopper <input type="checkbox"/> Cleaning Supplies (toilet bowl cleaner, tile cleaner, etc) 	<ul style="list-style-type: none"> <input type="checkbox"/> Budget <input type="checkbox"/> Checking Account <input type="checkbox"/> Health Insurance Card <input type="checkbox"/> Calling Card <input type="checkbox"/> Debit/Credit Card <input type="checkbox"/> Renters Insurance
MISCELLANEOUS	SCHOOL
<ul style="list-style-type: none"> <input type="checkbox"/> Light Bulbs <input type="checkbox"/> Batteries <input type="checkbox"/> Scissors/Tape <input type="checkbox"/> Clock(s) <input type="checkbox"/> Camera/Film/Photo Album <input type="checkbox"/> Fire Extinguisher <input type="checkbox"/> Flashlight 	<ul style="list-style-type: none"> <input type="checkbox"/> Books (Dictionary, Thesaurus) <input type="checkbox"/> Calculator <input type="checkbox"/> Calendar <input type="checkbox"/> Computer <input type="checkbox"/> Desk <input type="checkbox"/> Writing Implements (pens, pencils, highlighters) <input type="checkbox"/> Address Book

- Ashtrays
- Sewing Kit
- Sports Equipment
- Sunglasses/Sunscreen
- Tools (hammer, screwdriver(s), thumb tacks)
- Umbrella

- Stationary/Stamps
- Back Pack
- Bulletin Board/Push Pins/Tape

Advantages to School-Sponsored Housing/Sycamore Creek:

- Only one deposit (many apartment complexes require an application fee, deposit and/or first/last months rent)
- No credit checks or documentation required to prove that you make two or sometimes three times the amount of your rent
- School-sponsored housing can be included in your financial plan (this means one payment for housing and tuition which is often less than independent housing rent alone. Title IV financial aid may be used to pay for your housing if you have requested financial assistance, qualified for and received aid.)
- Utilities included
- Staff to provide support
- Events calendar, laundry facilities, close to campus, heated pool, 24 fitness center, creative community

THE ART INSTITUTE OF TUCSON

SCHOOL-SPONSORED HOUSING APPLICATION FORM

Please fill out the form completely and print clearly. **Return this form to Tamara Birch with your Roommate Questionnaire and Housing Deposit of \$150.** Space is assigned on a first-come, first-served basis, as well as on availability. If you cancel at least 30 days prior to your move-in date, the \$150 housing deposit is fully refundable.

Your \$150 Housing Deposit becomes your security/damage deposit when you take occupancy. \$100 of the deposit is non-refundable for minimum cleaning, maintenance and administrative costs.

Each new resident is required to sign a (4) quarter contract. **There are substantial financial penalties for breaking the housing contract.**

Date: _____

Male ___ Female ___

Name: _____

Address: _____

City/State/Zip: _____

Phone: _____

Email: _____

Drivers License #: _____

Student ID #: _____

Start Date (Check One)

Indicate date _____

Program of Study: _____

Please provide information regarding any disciplinary matters you were involved in at any Art Institute or other post-secondary schools you have attended.

Have you ever been convicted of or pled guilty to a crime other than a summary traffic offense?

_____ Yes _____ No.

Do you have any medical conditions that we should be aware of or that require special living arrangements? Is so, please explain.

Assistant Director of Admissions: _____

All information provided above is true and complete to the best of my knowledge. By signing below, I give the Art Institute of Tucson permission to release my name, phone number/email address and roommate preferences to my roommates once room assignments have been made.

Signature

Date

ROOMMATE QUESTIONNAIRE

Please complete the information provided below and submit Tamara Birch along with the Housing Application and \$150 Housing Deposit. The Art Institute of Tucson does not guarantee space in school sponsored housing. Space is limited and is available in a first-come first-serve basis.

The following information will be considered when making your room assignment. Feel free to add important comments that might help us determine a suitable roommate situation. You will receive a final move in packet approximately 2-3 weeks before the move in date that will explain the move in process and will also provide contact information for your new roommates.

Date: _____

Name: _____

Address: _____

City/State/Zip: _____

Phone#: _____

Email: _____

Gender: Male _____ Female _____

Birthday: _____

Program of Study: _____

PERSONAL INFORMATION:

***This is your preference only; actual room assignments are based on availability. You will receive your Move-In Packet/Room Assignment approximately 2 weeks prior to the move-in date.**

Do you have a roommate request? _____ If you have met an incoming resident or want to live with a current resident, please list their name(s): _____

What type of music do you listen to? Circle the music styles you prefer the most:

RAP

R&B

CLASSIC ROCK

HEAVY METAL

COUNTRY

RELIGIOUS

PUNK or EMO

CLASSICAL

OTHER

Does the music you listen to reflect in your personality?

YES NO

What is your sleep schedule? Circle the sleeping habits that apply the most:

Go to bed early, get up early

Go to bed late, get up late

Other (please explain)

Circle your general lifestyle?

Quiet (like to be alone, enjoy privacy and independence)

Moderate (like to have fun but overall pretty mellow)

Lively (adventurous, never a dull moment)

Other (please explain)

Do you have special needs or accommodations requirements? _____

(Documentation is required for special needs and/or special accommodations requests. Contact: Tamara Birch (520) 318-2703 for more information).

Describe your cleaning and house keeping habits:

- Non-Existent (cluttered)
- Casual (somewhat messy)
- Clean (neat and orderly)
- White Glove (very clean)

What characteristics define you? Circle the characteristics that best describe you:

- Honest
- Witty
- Happy
- Moody
- Quiet
- Casual
- Lively
- Open-Minded
- Conservative
- Private
- Independent
- Talkative
- Introverted
- Extroverted
- Easily Frustrated
- Patient
- Trendy

What are your interests? Circle the interests that you enjoy:

- Sports
- Video Games
- Fashion/Trends
- Sci-Fi
- Skating/Boarding
- Social Gatherings
- BMX
- Dancing/Clubs
- Hunting/Fishing
- Reading/Culture
- Comic Books
- Fitness

OTHER:

Additional comments regarding your personality/lifestyle:

Describe your ideal roommate:

• All information provided above is true and complete to the best of my knowledge. By completion and submission of this form, I give The Art Institute of Tucson and Sycamore Creek permission to release my name, phone number/email address, and roommate preferences to my roommate once room assignments have been made.

BACKGROUND QUALIFICATION ACKNOWLEDGEMENT AND RELEASE

A background check must be processed on all occupants residing in apartments with leases held by The Art Institute of Tucson. Please fill in the following information:

Full

Name: _____

Date of

Birth: _____

Driver's License Number and

State _____ :

Social Security

Number _____ :

REASONS FOR DENIAL OF OCCUPANCY:

Conviction by applicant/occupant related to harm caused to a person or property, including but not limited to, arson, assault, intimidation, sex crimes, drug-related offenses, theft, dishonesty, weapons, violence, children, gangs, prostitution, or related violations.

Equal Opportunity Housing: HSL Asset management, LLC will not discriminate against any person based on race, color, religion, sex, handicap, familial status or national origin.

I have read, understand and accept the above qualifying policies of this community from which my background check will be approved.

Occupant Signature
Date

Date

Representative of Management

520-296-0109

*Photo ID checked Yes No



Places I can WALK to:

THE ART INSTITUTE OF TUCSON

TARGET

ALBERTSONS

CHUY'S

CIRCLE K

PINNACLE PEAK

URGENT CARE

COSTCO

CARL'S JR

MC DONALDS

GOLF 'N' STUFF

Places I can RIDE the bus to:

THE ART INSTITUTE OF TUCSON

PARK PLACE MALL

CENTURY 20 PARK PLACE THEATRE

GRAND CINEMAS CROSSROADS 6 (cheap theatre)

WAL-MART

ROSS