

Qualifying Event Housing

FOR GRADUATE EMPLOYEES

The Graduate Student Assistance Fund Housing award up to \$700 requires the following documentation:

Information Verified	Documentation Accepted	Alternative Documentation Accepted
Residency	Lease or rental agreement with end date	Certification for Housing form by the housing provider, lease holder, leasing agency, or equivalent
Notice to vacate residence within 30 days	Copy of written notification to vacate residence within 30 days (e.g., letter, email, or electronic notification)	Certification for Housing form by the housing provider, lease holder, leasing agency, or equivalent



Certification for Housing

This form is used to verify a Graduate Employee's request for a financial award related to the loss of housing residence more than 60 days prior to the end of a lease agreement -and- requires the resident to vacate the premise within 30 days.

To be completed by housing provider, lease agency representative, or equivalent:

Resident's First and Last Name

Address of Residence Leased

Lease Agency Name

Representative of Agency First and Last Name

Representative Title

Email

Address of Lease Holder

Phone Number

Date Lease Ends or Expires

Date 30-Day Notice to Vacate was Issued

I certify that the resident was:

_____ Yes _____ No

- served a 30-day notice to vacate
- **AND** there is more than 60 days remaining on the lease agreement
- **AND** the removal of the resident is not related to a violation of the lease agreement
- **AND** the resident has not voluntarily terminated the lease agreement.

Optional notes:

Signature of Representative

Date Signed
