

**COTTAGES I AND COTTAGES II APARTMENTS RENTAL CRITERIA  
EFFECTIVE DATE JUNE 2024**

**APPLICATION PROCESS:**

1. Applicant must be a student. All applicants except international students must have a qualified guarantor. Each applicant is required to pay an application fee of \$50 per student and \$50 per guarantor.
2. Student Applications must be filled out completely including the following:
  - A. Social Security number or alternate ID number (drivers license, passport, Green Card, tax ID, other government issued document from country of origin that establishes identity)
  - B. Proof of enrollment in a university, college, or technical institute
  - C. Rental History
  - D. Permission to Obtain Credit and Background Reports
  - E. Guarantor Form
  - F. All student applicants, except international students, must have a qualified guarantor
  - G. International Students must submit proof of government aid
3. A copy of a state or government issued photo ID as well as one of the following must be provided: Social Security Card, Passport, Green Card, Tax I.D., or other national government issued document from country of origin that establishes identity.
4. A security deposit of \$100 (with positive credit) and \$200 administrative fee must be paid when application is approved. International students must pay a security deposit equal to two months rent. All fees associated with the application can be paid by cashier's check or money order in person or by mail, or online. No personal checks or cash will be accepted. The deposit must be a separate payment.
5. Declined applications will be notified and security deposits/administrative fee returned. The application fee is not refundable. Applicants who cancel after approval and acceptance will forfeit administration fee paid.

**STUDENT QUALIFYING CRITERIA:**

The following information will be verified:

1. Income
2. Residential History
3. Credit Payment History
4. Eviction Court Records
5. Collection Account History
6. Judgment Court Records
7. Bankruptcy Records
8. Criminal Background

**STUDENT INCOME REQUIREMENTS:**

1. All students, except international students, are required to have a qualifying Guarantor.
2. International students must provide proof of government aid
3. All international students will be required to pay two months rent as security deposit.

**STUDENT RESIDENTIAL HISTORY:**

1. Rental history must be excellent and verifiable by the past landlord for one (1) year including student status.
2. Student or Guarantor with housing relating unpaid judgements or evictions will be denied.

**STUDENT CREDIT HISTORY:**

1. Eviction Court Records must not indicate that possession of a unit has occurred or that three (3) eviction filings have occurred within the previous 24 months.
2. Judgment Court Records must indicate paid rental related judgments (or show proof).
3. Criminal Background Management reserves the right to accept or decline an applicant based on past criminal activity.

**NEGATIVE CREDIT HISTORY:**

1. Student or Guarantor with housing related unpaid judgments will be denied.

**GUARANTORS**

Guarantors only guarantee timely payments of all monetary obligations of the lease and any extension thereof. Guarantors have no access to the apartment unit. Guarantors must meet the following requirements:

1. Provide an executed guarantor form
2. Excellent credit history
3. Income required of three times monthly rent
4. Provide photo identification
5. Be an immediate relative of the applicant
6. Have verifiable references for residential and employment history
7. Must be U.S. citizen
8. Student or Guarantor with housing relating unpaid judgements or evictions will be denied.

**OCCUPANCY STANDARDS:**

**THREE BEDROOM**

1 student in each bedroom  
(maximum 3 students total)

**FOUR BEDROOM**

1 student in each bedroom  
(maximum 4 students total)

**PETS:**

Pets will be allowed. Pet owner must sign the Pet Addendum and roommate(s) must sign the Pet Acknowledgment and Release Addendum. A maximum of 1 (one) per student and 2 (two) per unit are permitted with a \$300 non-refundable pet fee for each pet. No aggressive breeds are allowed. Management must meet the pet prior to move-in. Any pet damages will be the responsibility of the owner and will be charged to the Student's account immediately upon discovery of damage. Pet fees do not cover pet damages

**LEASE TERMS:**

The length of the initial lease term is 12 months. Renewal leases are 12 months at a stipulated rent amount. All leases will expire on July 31. Management reserves the right to amend lease terms offered at any time.

BROWN INVESTMENT PROPERTIES, INC.



Peter Placentino, CPM  
Senior Vice President

Managing Agent for Cottages I and Cottages II Apartments



Lori Stewart, CAPS, VP Residential Management  
Regional Manager