

Application Procedure for Elevation Student Living:

“Reserve Now” tab heading

Select lease term – lease end dates are pre-filled:

Current vacant openings would be available under “2018-2019 academic year” with an adjustable move in date and a fixed lease end date of 7/28/19. (Need additional disclaimer that any currently available openings may be with roommate matches already in place; need to contact the office for availability if you are planning to apply with a specific roommate.)

Vacancies that will be available next year under “2019-2020 academic year” with adjustable lease start date of August 10th or later, and a fixed lease end date of 7/31/20.

Once lease term is selected, then they will be prompted to “select their floor plan” from the available floor plans for desired lease term.

At this point in the process, they will be asked if they are the student or if they are a parent/cosigner.

If they are a student, they will be prompted to enter an email address of their parent/cosigner, and a secure cosigner application will be sent to the given email address. (Give student the option to skip this step and continue with the rest of the application.)

If they are a parent, they will be given a choice to either “fill out application for residency on behalf of student” or “send application form to student” and enter an email address. Once they have selected and completed one of these two options, they will then be prompted to fill out the cosigner application. (If the parent selects ‘fill out application on behalf of student’ the student will still be sent an email link to review the information submitted on their behalf and approve prior to it being submitted to management...this should take care of any legal grey area with this?)

Once either parent or student has completed their portion of the application, they will be allowed to pay the application fee and deposit.

They can select to pay the application fee ONLY, or pay both at the time of application. If they select to pay the application fee only, they will receive a warning: “Payment of \$300 deposit is required to reserve a spot at Elevation Student Living. Payment of the application fee only ensures that your application will be processed, but does not guarantee your spot. Deposits are refundable should your application be denied or if you withdraw your application prior to signing a lease.” Then they should be given the opportunity to continue with paying app fee only or to pay the deposit at the same time.