

GSAS Lease Guaranty Program, 2021-2022

The Graduate School of Arts & Science (GSAS) is pleased to announce its Lease Guaranty Program. The program began as a pilot program for entering MacCracken students in 2001-02, and eligibility was soon expanded to many fully-funded, continuing GSAS doctoral students. The Lease Guaranty Program was developed in response to concerns expressed by our students, many of whom prefer to live in off-campus housing that landlords may be reluctant to rent to students. Under this Program, the University will guarantee up to twelve months of rent under an appropriate lease as an inducement to landlords to rent to GSAS students.

For information regarding criteria, please see below. To receive the application form and further instructions, please email the Office of Academic and Student Affairs at gsas.studentaffairs@nyu.edu.

What are the criteria for applying to participate in the Lease Guaranty Program?

- Entering doctoral students supported on the MacCracken Program, enrolling for the first time in Fall 2021, are eligible to apply.
- Continuing, fully-funded GSAS doctoral students who are within the first six years¹ of enrollment in their doctoral programs are also eligible to apply. Students enrolled in the Institute of Fine Arts, the Institute for the Study of the Ancient World, the Center for Data Science, or the programs in Tisch, Sackler, and Environmental Health Sciences are not eligible to participate in the Lease Guaranty Program.
- Students must be in good standing with the Bursar's Office to be eligible to apply.
- Students may apply to participate in the Lease Guaranty Program more than once. The term of each lease may be one or two years, but no more, and in any event, the Guaranty will be limited to the sum of 12 monthly rent payments at a time as set forth in the Guaranty.
- The applicant must plan to be enrolled full time for both the Fall and Spring semesters of the 2021-22 academic year.
- Continuing student applicants must meet the Graduate School's academic progress standards. In addition, the Director of Graduate Studies from the applicant's program must verify that the applicant is in good academic standing and meets all program requirements. Moreover, the applicant must not have indicated an intention to refuse a portion of his or her financial aid award, or to leave the program prematurely (without receiving the Ph.D.).
- Additional parties on the lease, other than the spouse of a married student or an eligible domestic partner must also be fully funded GSAS doctoral students.
- Each student whose rent is guaranteed must sign an Indemnity Agreement, which is a legally binding promise to reimburse the University for any amount paid to the landlord under the guaranty and any other cost or expense incurred by the University as a result of the guaranty.
- Space in the Lease Guaranty Program is limited and not all requests may be approved. Applications will be evaluated on a first come-first served basis regardless of whether they have already participated in the Program or not. Some applicants may be placed on a waitlist. Waitlist applicants will be reviewed in order, based upon the date the application was submitted.
- The applicant must be able to show that the rent is reasonable and appropriate in light of the applicant's financial circumstances. Reasonable and appropriate rent is determined by the Graduate School of Arts & Science.
- All applications shall be considered on a case-by-case basis and may or may not be approved in the discretion of the Graduate School of Arts & Science.

Who should be contacted with questions?

Questions should be directed to the Office of Academic and Student Affairs at gsas.studentaffairs@nyu.edu or 212-998-8060.

¹ Students who have received internal or external dissertation completion fellowships for their sixth year are eligible to apply.



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Application Form

Please print clearly.

Applicant—How can we contact you with questions while we are processing this application?

Name: _____ NYU UID Number: **N**_____

Local Address: _____

Email Address: _____ Telephone Number: _____

Are you on GSAS MacCracken support? Yes / No What is/was your first term of enrollment in GSAS? _____

Apartment—Please attach a copy of the lease, including all pages. (REQUIRED)

Total monthly rent: \$

1. Please briefly describe the financial resources available to you and to the additional parties on the lease, showing that they are sufficient to cover the total monthly rent payment.

Additional Parties on the Lease—eligible additional parties on the lease are the spouse of a married student, an eligible domestic partner, or students enrolled in the Graduate School of Arts and Science at NYU.

Name of spouse:
Please attach a copy of your marriage license.

Name of eligible domestic partner:
Please attach the Statement of Domestic Partnership, including appropriate documentation.

Other eligible additional parties named on the lease (they must be GSAS students):

Name: _____ NYU UID Number: **N**_____

Name: _____ NYU UID Number: **N**_____

Name: _____ NYU UID Number: **N**_____

Please sign below, certifying that all information stated on this form is accurate and true to the best of your knowledge.

Applicant’s signature: _____ Date of Application: _____

Date/time/who received in OASA: _____

GSAS Lease Guaranty Program, 2021-2022
Director of Graduate Studies
Verification Statement

This form is required for all continuing student applicants to the GSAS Lease Guaranty Program. Please ask the Director of Graduate Studies in your program of study to answer each of the questions below. Entering students, who begin their studies in 2021-2022, do not need to have this form completed.

Please print clearly.

Applicant

NYU UID Number: **N**

Name:

Email address:

Telephone number:

Director of Graduate Studies

The student named above is applying to participate in the GSAS Lease Guaranty Program. Please review the student's academic standing within your department or program, and answer the following questions:

- Is the applicant in good academic standing? Yes No If no, please explain on the reverse side of this form.
- Is the applicant meeting all program requirements on a timely basis? Yes No If no, please explain on the reverse side of this form.
- Do you expect that the applicant will be enrolled and fully funded for both fall and spring semesters of the 2021-2022 academic year, and that he or she will accept the entire financial aid award? _____ Yes _____ No If no, please explain on the reverse side of this form.
- Do you have any reason to expect that the applicant will leave the program early, before receiving the Ph.D.?
 Yes No If yes, please explain on the reverse side of this form.
- Do you have any reason to expect that the applicant will receive the Ph.D. early (in less than five years from their first term of enrollment)?
 Yes No If yes, please indicate when you expect the applicant to graduate and explain the reason on the reverse side of the form.

Please sign below.

Director of Graduate Studies:

Name: _____

Signature: _____

Date: _____

Please return this **form** to the applicant so that it may be submitted with their application for the GSAS Lease Guaranty Program.

GSAS Lease Guaranty Program, 2021-2022
“Dear Landlord” Letter

Dear Landlord,

The Graduate School of Arts and Science (GSAS) at New York University is pleased to announce a Lease Guaranty Program that is available to doctoral students fully supported through our MacCracken Program and to other GSAS doctoral students on full support. Individuals selected to receive MacCracken funding or other full support award packages are our most distinguished students. They receive an award that includes full tuition and fees, health insurance, and a stipend toward living expenses.

Many of our students look for off-campus housing in communities in and around New York City. Through our Lease Guaranty Program, the University will guarantee up to twelve (12) months of rent at a time under an appropriate lease. We hope that this Guaranty Program, valid for the term of the lease up to the guaranteed amount of 12 monthly rent payments, will provide an inducement to landlords to rent to our graduate students.

If you require the University’s guarantee in order to rent an apartment to one of our students, please provide the student with a lease for the apartment under consideration, showing all tenants who will sign the lease, the monthly rent due under the lease, and the term of the lease. The student will bring the lease to GSAS for review, which ***will take at least two weeks from application decision to complete (Monday through Friday, not including weekends or holidays)***. If the lease is approved, an official of GSAS will sign a Lease Guaranty Agreement, which will become an addendum to the lease. The student will return the signed Lease Guaranty Agreement and the lease to you so that all parties may sign the lease. Please note that the terms of the Lease Guaranty Agreement itself cannot be modified or amended in any way by you or the student.

Students may participate in the Lease Guaranty Program more than once if approved by GSAS. The term of a lease may be one or two years, but no longer, and a Guaranty will be limited to 12 monthly rent payments due during the term of the lease.

Thank you very much for considering our students as possible tenants. If you have any questions about the Lease Guaranty Program, please do not hesitate to contact me at (212) 998-8060, or at gsas.studentaffairs@nyu.edu.

Sincerely,
Cristel Jusino Diaz



GSAS Lease Guaranty Program, 2021-2022
Statement of Domestic Partnership

I. Declaration

We, _____ and _____ certify Student _____ (print) Domestic partner (print) that we are domestic partners in accordance with the following criteria and eligible as domestic partners under the Graduate School’s Lease Guaranty Program (LGP) or MacCracken Housing Program (MHP).

II. Proof of Status

We have evidence of a New York City Certificate of Domestic Partnership, domestic partnership registration, civil union or the equivalent issued by a foreign country, or a state, municipality, territory or enclave of the United States. (Please attach copies of such evidence in addition to copies of the student’s ID and a photo ID of the domestic partner)

OR

We declare the following:

1. We are each other’s sole domestic partner and have a committed relationship intended to be of indefinite duration.
2. We are not married to anyone else, and if previously married, a legal divorce or annulment has been obtained or the former spouse is deceased.
3. We are at least eighteen (18) years old and are old enough to enter into a marriage according to the State or Commonwealth in which we legally reside.
4. We are mentally competent to consent to a contract according to the laws of the State or Commonwealth in which we reside.
5. We are not related by blood to a degree of closeness that would prohibit legal marriage in the State or Commonwealth in which we legally reside.
6. We reside together in the same residence and intend to do so indefinitely.
7. We are jointly responsible for each other’s common welfare and share financial obligations which is demonstrated by two of the following pieces of supporting documentation, copies of which have been attached hereto:

Joint mortgage or most recent lease (not the lease for which you are requesting the guaranty, original documents submitted for review).

Designation of domestic partner as beneficiary in will or identified in will as partner.



- Designation of domestic partner as beneficiary for retirement plan or life insurance.
- Designation of domestic partner as primary beneficiary in GSAS student’s will or identified in will as partner.
- Joint ownership of a motor vehicle.
- Joint bank account or NYU Credit Union account, established at least six months before date of this application (original documents must be submitted for review).
- Joint credit account, established at least six months before date of this application (original documents must be submitted for review).
- Durable property and health care powers of attorney.

III. Change In Domestic Partnership

We agree to notify the Graduate School’s Office of Academic and Student Affairs if there is any change in our status as domestic partners as certified in this statement which would make the domestic partner no longer eligible for the Lease Guaranty Program or MacCracken Housing Program (for example, a change in joint residence or legal status or if we are no longer each other’s sole domestic partner). We will notify the Graduate School within thirty (30) days of such change by filing a Statement of Termination of Domestic Partnership (“Statement of Termination”). The Statement of Termination shall affirm that the domestic partnership status is terminated as of its date of execution and that a copy of the Statement of Termination has been mailed to the other party by the party authorizing such action.

- 7. After such termination, I understand that a subsequent Statement of Domestic Partnership cannot be filed until twelve months after a Statement of Termination has been filed with Office of Academic and Student Affairs.

IV. Acknowledgments

- 8. We understand that any person/employer/company who suffers any loss due to any false statement contained in this Affidavit may bring a civil action against either or both of us to recover their losses, including reasonable attorneys’ fees.
- 9. We understand that any false or misleading statements made in order to receive benefits for which we do not qualify may subject the student to disciplinary action.
- 10. We have provided the information in this statement for use by the Graduate School for the sole purpose of determining our eligibility for the Lease Guaranty Program or the MacCracken Housing Program (MHP).
- 11. We declare under penalty of perjury that the statements above are true and correct to the best of our knowledge and that the documents attached hereto are authentic.

Student’s Signature

Date

Student's UID Number

Student's/Domestic Partner's home address

Domestic Partner's Signature

Date

Domestic Partner's Date of Birth