Rental Guarantor Scheme 23/24

Student Application

1. Student details

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| --- | --- |
| Full name |  |
| Student number |  |
| Date of Birth |  |
| University email address |  |
| Current Address |  |
| Phone number |  |
| Course title |  |
| Course dates |  |
| Are you a **matriculated** student on a full-time programme of study or research for the full duration of the guarantee period? | Yes / No **(If no, the Rent Guarantor Scheme application will proceed AFTER you have completed the matriculation process)** |
| Are you in debt to the university? | Yes / No **(If yes, sorry, you are not eligible to apply)** |

1. Property details

|  |  |
| --- | --- |
| Property address (including postcode) |  |
| Start date of tenancy |  |
| Rent per month |  |
| Landlord/Agent name |  |
| Landlord/Agent email address |  |
| Landlord/Agent phone number |  |
| Landlord Licence Number |  |
| Is this a joint & several tenancy? | Yes / No **(If yes, all named tenants must be eligible to apply to the Scheme and must apply successfully)** |
| Is this a HMO? If yes please confirm dates of HMO licence period. | Yes / No |
| Has the Landlord / Agent confirmed they are willing to accept University of Dundee as a guarantor under our standard terms & conditions? | Yes / No |
| Does your accommodation offered under a Private Residential Tenancy in Scotland? | Yes / No **(If no, sorry, you are not eligible to apply)** |
| Is your property rented from a landlord who is registered with the council? | Yes / No **(If no, sorry, you are not eligible to apply)** |

1. The reason why you are unable to provide a UK-based guarantor?

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**Rent Guarantor Scheme Application Checklist**

**As part of the application process, we kindly request that you provide the materials listed in the checklist. This checklist has been designed to guide you through the submission of the necessary documents. Please review the checklist and mark the items you are providing as part of your application.**

|  |  |
| --- | --- |
|  | Rent Guarantor Scheme application form |
|  | A [Reference Letter](https://www.dundee.ac.uk/guides/get-landlord-reference-private-accommodation) from the Residences Office **(if applicable)** |
|  | An official reference letter from your last private landlord **(if applicable)** |
|  | Terms & conditions of the lease for the proposed property, including dates of tenancy, confirmation of all prospective tenants and details of the property (Please note this **MUST** be a formal tenancy agreement and we **DO NOT** accept lease sample) |
|  | Confirmation that the landlord/agent will accept the University of Dundee as a guarantor **(Information for the agents/landlords available for download)** |
|  | **Evidence of how you will be funding your living costs** |
| **External Sponsor (if applicable)**  confirmation of sponsorship (Letter of award from your funding body ie. SAAS/SFE/SFNI/SFW – all pages)  bank statements for ALL your bank accounts showing a full 30 days of transactions and an *up-to-date bank balance* (including your student funding) - savings accounts, current accounts, ISAs, even if they show a £0 balance; (One of your bank statements **MUST**show your student loan being received.) |
| **Self-funding (if applicable)**  copies of your bank statements for the last 3 months (It **MUST** indicate that you have enough bank savings or stable income to cover each month rent and living costs) |
| **Family (if applicable)**  copies of your family statements for the last 3 months (It **MUST** indicate that they have enough bank saving or stable income to cover each month rent and living costs) |
| **Other financial evidence (if applicable)**  Please describe the evidence of funding and submit relevant document  ---------------------------------------------------------------------------------------------------------- |