

How to Find Housing within the Community

Use all housing resources available

Most campuses have a community housing office and many offer student access to free on-line rental listings. The California Housing Board located on the EAP website also offers subleasing opportunities for students.

Prepare a Tenant Resume

Many owners and managers are hesitant rent to students. Although California law forbids discrimination on the basis of student status, offering a tenant resume is a good way to demonstrate your seriousness as well as provide immediate information about your financial resources and personal background. When filling it out be sure to state how you will pay the rent. Including copies of the financial documentation you provided with your EAP application is also a good idea. A blank tenant resume form is included below. Make as many copies of your completed resume as you think you will need.

Get a good map

A detailed map of the area where you will be looking for housing is essential. Maps can be purchased at local bookstores and gas stations, and virtual maps may be found at <http://maps.yahoo.com/>

Get a Phone Card

Phone cards are available at many stores as well as the US Post Office. You will be leaving many messages with potential roommates and landlords and a phone card will be invaluable.

Script a Short Positive Statement About Yourself

You will be leaving many telephone messages and leaving a clear, positive message will encourage potential landlords and roommates to return your call. It's a good idea to repeat your name and telephone number slowly and clearly and express an eagerness to see the rental. See the information on how to make a phone call on a potential rental for more good advice.

https://calrentals.housing.berkeley.edu/flyers/How_to_Make_Call.pdf

Show up on time and look presentable

You don't need to wear a suit but be clean and neat in appearance. Owners or managers will often judge the care you will take of the unit by your personal hygiene. If you can't show up for your appointment, call the landlord and explain what happened. This is simply common courtesy and could help maintain your positive status with the landlord/roommates if you are still interested in the rental.

Inspect each unit thoroughly

Look for safety features, such as working smoke detectors and deadbolt locks on exterior doors. Do not rent a place if you feel it is unsafe. An inventory checklist is included below which can be used to keep track of this information.

Explore the neighborhood

Walking around the neighborhood allows you to get a better sense of the area in which you will be living. You should also consider the unit's proximity to the campus as well as your transportation options.

Consult with the Community Housing Office or the EAP Office

If you find you are having difficulties with any aspect of your housing search,

contacting either of these offices can often help with answers to questions and advice. See the Pre-Arrival Instructions for contact information for both offices.

Good luck!

The following forms* are available to help you in your housing search:

- [Housing Vocabulary Terms](#)
- [Tenant's Resume](#)
- [Roommate Contract](#)
- [Inventory Checklist](#)

*These forms are produced solely as an informational service to tenants and owners or managers. The UC Regents, officers, agents and employees of the University of California shall not be liable for any damages whatsoever arising from any errors or omissions made herein.