

PEPPERDINE UNIVERSITY CAMPUS CONDOMINIUMS

HOUSING REQUEST FORM

Pepperdine University at Malibu is a residential institution of higher learning committed to academic excellence and Christian values. The mission of the University is enhanced when a significant number of its faculty and staff are able to live in proximity to our residential programs. To this end, the University attempts to make housing available to certain faculty and staff who support the University mission. We have two groups of housing, known as Campus View (located on Baxter Drive) and Campus View II (located on the Drescher Campus).

In keeping with the University's mission, the primary purpose of the on-campus housing is to provide an opportunity for faculty and staff to more effectively lend their personal support to the ideals and objectives of the University, and occupants are expected to conduct themselves accordingly. It is expected that residents will be hospitable to University visitors and to entertain students in their homes with regularity. Faculty and staff should consider these goals and expectations in deciding whether or not to apply for campus housing.

It is important that you review the “Principles and Procedures Governing Allocation of University Housing” prior to completing the following request form.

PART ONE – Eligibility

To be considered for University housing, you must first establish your eligibility.

Category A:

Full-time employees of the University, whose primary responsibility and assignment are at the Malibu campus, and who fit into some of the following groups:

- 1) University instructional faculty teaching full-time in a program located on the Malibu campus;
- 2) Deans and administrative staff of the rank of vice president or above;
- 3) Administrative staff who, in the judgment of the University, are filling key roles in student or campus services, outside of normal working hours, at the Malibu campus;
- 4) Administrative staff whose presence on the Malibu campus is, in the judgment of the University, necessary for the purposes of advancement meetings or entertainment;
- 5) The Malibu Church of Christ may qualify to purchase appropriate housing for the express use of its minister(s) employed to serve the campus community.

Category B:

All other **full-time employees** of Pepperdine University.

Category "A" employees shall have priority over all Category "B" employees. Within limitations provided in the recorded Covenants, Conditions and Restrictions (CC&R's) for the project and the Ground Lease for a particular unit, the University may change the eligibility criteria and priorities. For example, the University may in its sole discretion designate other eligible persons whose ownership or occupancy would further the purposes of the housing project. Such changes may not, however, adversely affect the eligibility or rights of existing owners. The CC&R's and Ground Leases provide for continued eligibility of retired faculty and staff and surviving spouses under certain conditions.

PART TWO – Application

I hereby apply to purchase a campus condominium. I acknowledge that I have read the foregoing and represent that I qualify for on-campus housing in accordance with the eligibility criteria stated above. I acknowledge the University's stated purposes for this housing project and am committed to upholding such purposes. **I FURTHER AGREE TO INFORM THE PROVOST'S OFFICE IN WRITING IMMEDIATELY UPON ANY CHANGE OF CIRCUMSTANCES WHICH WOULD RENDER ME INELIGIBLE IN ACCORDANCE WITH THE ABOVE POLICIES AND CRITERIA.**

I am eligible under: Category A _____ Category B _____

If Category A, please indicate the following sub-category(ies), listed in PART ONE – Eligibility (on the previous page), under which you feel you belong:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

Signature _____ Date _____

Printed Name _____

1. General Information

Name _____ Date _____

Position/Title _____

School, Department (or Division), and Supervisor (or Chair)

Current address _____

E-mail address _____

Office Telephone # _____

Date of hire _____ Currently own or rent? _____

Distance between current residence and Malibu campus (one way, in miles): _____

Tenure-track faculty member? _____ Tenured faculty member? _____

Location of unit requested:

- Campus View (Baxter Drive) Unit _____
- Campus View II (Drescher Campus) Unit _____
- Either Location _____

Location of primary teaching/working responsibility:

Malibu Campus _____ Other Campus (which one?) _____

Spouse Information (if spouse is full-time Pepperdine employee):

Name _____ Date _____

Position/Title _____

School, Department (or Division), and Supervisor (or Chair)

E-mail address _____

Office Telephone # _____

Date of hire _____ Tenure-track faculty member? _____ Tenured faculty member? _____

Location of primary teaching/working responsibility:

Malibu Campus _____ Other Campus (which one?) _____

2. **Campus Involvement:** Tell us about your present involvements with campus life. If you are new to the University, please tell us about your past commitments and future intentions to serve and work with students. If out-of-class involvement with students is an integral feature of your job description, please explain. (Use additional pages, if necessary.)

3. **Other Factors:** Are there other factors that should be weighed in determining the level of your need for, or interest in, campus housing? (Use additional pages, if necessary.)

4. **Special Needs:** Are any of the following factors of importance when considering an available unit: location, style, price, number of bedrooms, number of stairs, number of levels, size, etc.? If so, please specify. (Use additional pages, if necessary.)

Signature _____ Date _____

04/20/04