

## Frequently Asked Questions

1. **The GME website talks to the possibility of a moving date AFTER my program start date. Is this common?**

Your move in date will depend on when the current occupant/graduating resident vacates the apartment to which you are assigned. Most often, the current residents' program ends June 30<sup>th</sup> and two to three business days are required to prepare the apartment for re-occupancy. Therefore, while early occupancy is sometimes a possibility, a move-in date AFTER July 4<sup>th</sup> is sometimes unavoidable.

2. **Can I apply for a one bedroom? I am unclear from the hospital's website if all buildings have the requirement that tenants must have children in order to be considered for an apartment larger than a studio.**

You can apply for any size apartment, but there is no guarantee that you would be offered your first choice. Residents with children have priority if there are not enough one bedroom apartments available. If you do not qualify for a larger unit and one is not available immediately, you may request to be put on the waiting list for when a larger unit does become available.

3. **The housing application requires a marriage certificate or domestic partnership affidavit to qualify for a larger size unit. What if the wedding will not occur before the application deadline and or I am not living with my partner / fiancé but will be when I move into housing?**

You may provide a copy of the wedding invitation or a marriage license plus the banquet hall contract with a receipt for the paid deposit if you will be getting married. If you will be living together for the first time when you move into housing your assignment priority for a larger apartment will be above a single person and lower than the couple getting married or with a pre-existing domestic partnership agreement.

4. **Will you accept marriage/ birth certificates in another language?**

We require a notarized English translation to be submitted with the application.

5. **I do not have a social security number and will not have one before the deadline. Can I still submit my application?**

Yes. Please explain your situation in the comments section of the application and follow the instructions in the Apply for Housing and Parking's "Leasing Requirements" section of the GME website on how to get a social security number. A social security number is required because your security deposit is placed in an interest bearing bank account and the interest earned is subject to taxation by the Federal Government.

6. **In the Security Deposit section it also mentions that we need to fill out a W-9 form and include our social security number but we won't have that number at the time we are filling out the documents. I will probably have that number around mid June, after I arrive in the U.S. Can I leave the space blank and give you the number as soon as I have it?**

You should sign the W-9 form and leave the social security number field blank for now and provide the social security number at a later date. We must have

your social security number as soon as possible to provide to the bank for their use in reporting to the Federal Government any interest income that you earn on the security deposit. The W-9 form is required of all of our applicants regardless of immigration status.

7. **I will be visiting the area soon. Are there any apartments open to look at, or can I tour the common areas?**

Generally we do not have model apartments for viewing. However, if there is an available vacant apartment in the building at the time of your visit you may be provided access by appointment only through our Property Manager. Please contact your Property Manager as soon as possible regarding the dates of your visit. Alternately you may contact a graduating resident (preferably in the same department) and arrange for viewing of their apartment. Scheduling through the Property Manager is also required in order to tour the common areas of a building. Please be reminded that the apartment layout you see is not necessarily the same layout as in the unit to which you will be assigned.

8. **Do you have a current range of rents for the apartments?**

The current rent ranges can be found on the "Rental Rates and Assignment Guidelines" schedule in the "Apply for Housing and Parking" section of the GME website.

9. **What are the apartment sizes?**

Floor plans with apartment dimensions are available for most buildings in the "Apply for Housing and Parking" section of the GME website. Apartment measurements can also be found on the "Rental Rates and Assignment Guidelines" schedule on the website.

10. **Can I share an apartment with another resident in my program?**

Yes, but please keep in mind that you will be responsible for the full apartment rent if one tenant vacates for ANY reason. The remaining tenant will be responsible for paying the total monthly rent amount or will be required to move to a smaller apartment if a smaller apartment is available.

11. **I have an international credit/debit card can I use it to pay for my initial rent?**

Yes, you can use the credit/debit card to pay rent as long as it has a Visa/Master Card logo. However, it cannot be used to pay your security deposit.

12. **I am unclear as to how much money I should budget for rent prior to when I will get my first paycheck.**

Your expenses would be as follows: security deposit (equal to 1 month's rent) + first full month's rent + prorated rent if you move in after the beginning of a month and prior to your employment start date.

13. **The housing agreement is to be e-mailed back within 5 days of receipt and the receipt date is sometime between May 15<sup>th</sup> and June 1<sup>st</sup>. I will be unavailable during this time and therefore will not be able to receive the agreement. How do I resolve this?**

The housing agreement will be sent via e-mail to you and should be printed, scanned and returned via e-mail as soon as possible. Only your signature is accepted on the housing agreement papers. We need to know in advance if there will be a delay in

the return of the signed lease papers so that your lack of response is not interpreted as if you are declining the apartment offer. An e-mail message to this effect or a note on your application would be considered advance notice.

14. **Where do I live for the last week of June, when my program expects me to be there, until potentially the 4<sup>th</sup> of July, when the apartment would potentially be ready? A hotel?**

Housing for the period between the start of orientation and when you actually move into your assigned apartment is the expense and responsibility of the house staff. We do not have interim furnished apartments to offer. For your convenience there is an "off-Campus Housing Resource" list included in the "Apply for Housing and Parking" section of the GME website. There are some who stay in a hotel. Others stay in a YMCA or other hostel with their belongings in storage. There are incoming house staff who are able to contact a current/continuing house staff in the same department to make arrangements to host them during the interim period.

15. **What is the earliest date that I can move into my apartment?**

The date you move in depends mostly on when the graduating resident vacates the apartment to which you are assigned. If the graduate leaves the apartment in good condition, building staff will need less time to work in the apartment and you can move-in sooner. You will be contacted via e-mail once the apartment to which you have been assigned has been vacated.

16. **I have a pet and will be submitting with my application the requested information about him/her. Is this usually a problem with obtaining hospital housing? If so, which locations are pet-friendly?**

Pets are allowed in all buildings except the Roosevelt Hospital building at 10 Amsterdam Avenue. Waterside Plaza does not allow dogs. There is a pet rider to be signed along with the other lease documents. For the safety of our building staff who perform needed repairs in the apartments it is important that Real Estate Services know when there are pets in the apartments.

17. **I am a foreign medical graduate. I have read that you request U.S. money orders for the payment of the first month's rent? I have been calling Money Gram, Citibank, etc. but they told me that it is not possible to issue U.S. money orders outside the U.S. territory. If that's right, how have you handled this issue in the past with non U.S. citizens?**

The first full month's rent and prorated rent can be paid with a credit card. The security deposit must be paid with a traveler's check or U.S. money order. You can send a certified check as long as the money is drawn from a bank with a branch office in the U.S. Sometimes residents have family in the U.S. and have them make the payments in order to expedite matters. The concern we have with accepting foreign money orders is that there is usually an additional bank fee and if we are charged an additional fee, it would have to be passed on to you. Also, sometimes the bank in the U.S. does not accept foreign payment and will return the check or money order to us. We, in turn, will return this check or money order to you and request resubmission of payment drawn from a U.S. based

bank. It may be difficult for you to recoup your money since you will probably not be aware of this until you are already in the U.S.A.

18. **For the security deposit we can use traveler's check, right? I called the bank and they informed me that they can issue traveler's checks, but they need to know the name and some form of identification of the person that will be cashing the money in the U.S.**

You can pay by traveler's checks made payable to the applicable hospital: Beth Israel Medical Center or St. Luke's Roosevelt Hospital Center. The check will be cashed by the hospital. Please note that you will not know the exact amount of your security deposit until you are provided with a housing assignment.

19. **My partner and I will be moving from Utah to New York to start residency. I will need to be in NY for the ACLS/BLS class starting on June 20<sup>th</sup>. We would like to move in the first of June to give us time to unpack and settle in. At the very least we would need to be able to move in prior to my starting the ACLS class 6/20. Will this be possible?**

Early move in to hospital housing is sometimes possible with proper notification on the application, but cannot be guaranteed. For programs that start early we make every effort to accommodate those House Staff first. The available move-in date depends on the move-out date of the graduating resident. Many programs do not end until June 30<sup>th</sup> and therefore the apartment will not be available until 3 business days thereafter. We consider the number of applicants with requests for an early move-in date along with the number of apartments being vacated early when making the housing assignments. Those coming from overseas and outside of a 30-mile radius get priority.

20. **What information in addition to the signed domestic partner affidavit in the "Apply for Housing and Parking" section of the GME website is needed?**

The notarized affidavit of domestic partnership or government-issued "Certificate of Domestic Partnership" is all that is required.