**USC LLM Housing**

**Master of Laws (LLM) Housing**

In partnership with USC Housing the USC Gould School of Law is pleased to offer safe, convenient, and fully-furnished housing at a competitive and affordable rate. Master of Laws (LLM) housing is designed to support international graduate law students by providing them a place where they can live together.

Located in Founders Apartments, our housing is close to campus and within USC’s Department of Public Safety’s patrol zone. Residents are also close to public transportation, including the expanded Metro Expo line. We offer two accommodation choices and options for both nine and twelve month contracts. Space is allocated per person in single gender apartments. Married LLM students should contact USC Housing about the availability of Family Housing.

Completing the application is easy and housing will be reserved for students who submit their applications to USC Housing by April 14, 2017. Housing applications will continue to be accepted after April 14, and assignments made on a space available basis.

Students who select USC Housing will be considered to receive a Campus Housing Stipend from the Gould School of Law. We will make your move to Los Angeles easy. Find your home away from home in USC Housing!
**LLM Application and Contracting**

*Apply on-line at: housing.usc.edu/gradportal*

LLM students may apply for housing once they have been admitted to the university and been issued a ten digit USC student identification number. *Online application for fall 2017 will be available beginning February 1, 2017.*

In order for your application to be processed correctly it is **essential that you do the following** when applying:

- Select either the Graduate Full Year 2017-2018 (12 month) or Graduate Academic Year (9 month) term
- List Founders as your first housing preference
- Select Gould School of Law (LLM) as your graduate housing program

**Profile**

After you have registered you will be asked to create a profile—some basic information about yourself.

**Housing Term**

LLM students should only request either the “Graduate Full Year 2017/2018” (12 month) or the “Graduate Academic Year 2017/2018” (9 month) term.

**Application**

‘Begin application’

‘Personal and Contact Details’

‘Profile Questions’

This information can be used for roommate matching.

‘Application Category’

Newly admitted students should choose “New to USC”. Choose Gould School of Law (LLM) as your graduate housing program.

‘List Housing Preferences’

Be sure to list the Founders 3B3P and Founders 2B4P as your *first two* room-type choices. You will be required to list additional preferences, but applicants for LLM housing will be considered for Founders spaces *only*.

‘Pay Application Fee’

USC Housing cannot process your application without payment of the $55 non-refundable application fee. (This fee cannot be waived.) Payment can be made by Visa, Mastercard, American Express or Discover cards.

‘Roommate Selection’

If you would like to request a specific roommate from among the group applying for LLM Housing, you can add that person to your application by entering his/ her name and ten digit USC ID number. Roommate requests must be mutual and you must both be of the same gender.

You can search for other applicants for the Master of Laws program by clicking ‘Search by Details’ and selecting Gould School of Law (LLM) from the drop down menu.

You may later request a specific roommate in writing by contacting USC Housing.

**Assignments**

Spaces in LLM housing will be reserved for applicants who apply by April 14, 2017.

Applicants not assigned initially will be placed on a wait list and assigned if and when spaces come available through cancellation.

Once you have been assigned, you will be notified by e-mail and directed to the USC Housing web site to review and confirm your contract.

‘Rooms’

Log back on to the portal and check this step to see your assignment.

**Contracts**

‘Pay Confirmation Fee’

Your $800 confirmation payment should be submitted electronically by Visa, Mastercard, American Express or Discover cards. Half of this fee will be credited back to you in the fall semester and half in the spring semester.

‘Contract and Finish’

Here you will confirm your housing contract and agree to the terms of the Living Agreement.

- If you do not confirm the acceptance of your contract and make the confirmation payment by the due date indicated, your assignment will be cancelled and given to another applicant.

**Cancellations**

If you decide to cancel your application prior to being assigned or cancel your housing assignment prior to confirming your contract, print out and complete the cancellation form available on our website and send it to USC Housing Services. The application or assignment will be cancelled; the $55 processing fee will *not* be refunded.

Once you have confirmed your contract and made the confirmation payment, you are responsible for the terms of the contract. You may, however, request cancellation by submitting a cancellation form.

- If your cancellation is granted by June 9, you will receive a refund of the contract-confirmation payment.
- If your cancellation is granted after June 9, you will not be eligible for a refund of any portion of the contract-confirmation payment, even if you decide to withdraw from the university.
- If your cancellation request is not granted, your contract will be in force and you will be held to its provisions.

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**Important Note:** Application procedures listed here are for new students. Current USC Housing residents who wish to be considered for LLM housing should apply during the USC Housing Renewal process in January.