



Real Estate Development and Facilities (RED+F)
Housing Services, LIHousing@nyulangone.org

STUDENT SUBLET POLICY and FORM Rider (“Rider”) to Student Housing License “License”

A Licensee (“Licensee”) may apply to Sublicense (“Sublicense” or “Sublet”) the NYU Langone Health housing Unit (“Unit”) to an NYU or NYU Langone Hospital – Long Island affiliate who is eligible for an NYU or NYU Langone Hospital – Long Island i.d. card. Sublet periods can be not less than four (4) weeks per sublet and not more than twelve (12) weeks per academic year (September through August). Licensee must obtain written permission for the Sublet from roommates and affirm that this has been done. In addition to roommate’s signatures, the Licensee and the Sub licensee are required to sign this Sublet agreement and provide additional documents as below.

The presence of any unauthorized person in NYU Langone Health housing is a trespass and a breach of NYU Langone Health Security procedures. All Subletting arrangements are subject to review, approval, or termination without notice by Housing Services or NYU Langone Health Security.

The NYU Langone Health Licensee must agree to the following:

- Submit to the Housing Office a completed Subletting form which includes the written permission of each roommate. This can be provided as an email attachment in PDF format (not a photo, please).
- Under no circumstances may the student Licensee register the Apartment or Room with Airbnb or other commercial rental enterprises, nor may Licensee use or permit the use of the Apartment for short-term rentals except within the terms and approval of the Sublet Agreement. Non-compliance with this provision shall be considered grounds for cancelation of the student’s housing License and additional student disciplinary action.
- Housing Services will consent to Sublets only to individuals who are affiliates of NYU or NYU Langone Hospital – Long Island and eligible for i.d. cards. ID’s are authorized by the affiliates’ respective sponsoring departments, not by Housing Services.
- Licensee provides a copy of the Sub licensee’s offer or employment letter from the sponsoring NYU Langone Hospital – Long Island department.
- Licensee provides a photo copy of the Sub licensee’s NYU or NYU Langone Hospital – Long Island identification if already provided, or, government-issued photo identification.
- The Licensee will continue to be billed for housing and the Sub licensee will pay fees to the Licensee, who may charge the Licensee’s monthly housing charge plus up to \$75 additional per month for utilities if those are not included in the Licensee’s monthly housing charge.
- It is the Licensee’s responsibility to provide keys to the Sub licensee and the Sub licensee must return the keys to the Licensee or another person designated by the Licensee. Building staff, Security, or other staff will not copy or transfer the keys.
- Note that Sub licensees are not provided access to student facilities such as but not limited to the learning studio, structures lab, or designated lounges. Sub licensees are not eligible for key replacements, lockout services, lock changes, or Guest Passes. Sub licensees are provided with email or wifi accounts only if eligible by virtue of their work or assignment at NYU or NYU Langone Hospital – Long Island. (Housing Services does not arrange these. Please inquire with medical center IT or the sponsoring department.)
- The completed Subletting agreement and documents must be submitted together to the Housing Office five business days before the sublet is to begin. Please provide these documents as separate PDFs, not jpgs.



AMENDMENT TO STUDENT LICENSE AGREEMENT (“Sublicense Agreement”)

The NYU Long Island School of Medicine and or New York University (“NYU”) and the Student Licensee (“Licensee”) named below, agree to amend the Licensee’s Housing License (“License”) for

Building (“Building”) _____ Apartment/Room (“Unit”) _____ presently in effect between NYU and the Licensee. Licensee hereby grants to Sub licensee (“Sub licensee”) occupancy of the aforementioned Unit in the Building, for

the period of _____ to _____ (“Sublicense Term”) unless sooner revoked or terminated by the Student or NYU. Sublicense Term may not be less than four weeks and may not exceed twelve weeks per academic year (September through August). Sub licensee agrees that the Term will not be extended or renewed.

Licensee and Sub licensee represent that Sub licensee will be affiliated with NYU or NYU Langone Health and will be eligible for an NYU or NYU Langone Hospital – Long Island identification card throughout the Sublicense Term. This Sublicense Agreement shall terminate in the event that Sub licensee’s enrollment or affiliation terminates prior to the end of this Sublicense Term, or Licensee’s License terminates or if Sub licensee or Licensee violate any terms of this Sublicense Agreement or the License. This Agreement is subject to all terms, conditions, amendments, and riders of the Licensee’s License Agreement including the Lottery Policy (“Lottery Policy”) or any other riders or policies annexed thereto. Sub licensee has seen the License and related policies and understands these terms and conditions and agrees to them.

Sub licensee understands that this Sublicense Agreement is not nor shall it be deemed to be subject to the Rent Stabilization Law or Code or any other residential rent control authorities. Sub licensee understands that there exists no landlord-tenant relationship between any entity in NYU or NYU Langone Health and the Licensee, or between the Licensee and the Sub licensee. Sublicensee agrees not to allow any other persons to enter into possession of the Unit.

The Licensee and the Sub licensee agree that the Sub licensee will not be provided access to NYU or NYU Langone Health facilities such as but not limited to the learning studio, structures lab, or designated lounges. Sub licensees are not eligible for key replacements, lockout services, lock changes, or Guest Passes.

Licensee and Sub licensee are required to obtain and maintain throughout the term of this License and Sublicense renters’ insurance covering personal property and liability for bodily or personal injury arising out of occupancy of the Unit, which insurance should contain a waiver of subrogation against Landlord.

Licensee shall be solely responsible to ensure that Sub licensee is compliant with rules and regulations and vacates the Unit at the end of the Term. Licensee is not relieved of any obligations under the License and applicable amendments, because of Sub licensee’s occupancy, actions, or failure to perform obligations. The License shall remain in full force and effect to the extent not amended herein.

Permission(s) of Roommate(s):

Roommate, Print name _____ Signature _____ Date _____

ACCEPTED, AGREED and AFFIRMED:

Student: _____
print Signature Date Mobile Telephone

Sub licensee _____
print Signature Date Mobile Telephone

Sub licensee email address: _____

For NYU Langone Health: