

*Do NOT copy  
for students*

**EL Civics Assessment Packet**  
**Intermediate High**  
**Answer Key**  
Spring 2026


**Housing Rentals: COAAP 4.9**

## Task 1 Assessment (20 points possible)

Directions: Read the information below about the people who want to rent an apartment. Fill in the correct information on the application.

### Scenario:

Marvin Gerard (applicant) and his wife Estela (co-applicant) want to rent an apartment. They have 2 children: Luis, age 12, and Maya, age 10. They have 1 cat. They have lived at their current address since August of 2017, which is 906 Prospect St., #7A, Orange, CA 92867. They are moving to be closer to family, and their current rent is \$3100.



Marvin Gerard  
SSN: 926-05-1488  
DOB: 04-15-71  
mgerard71@gmail.com  
Home (714) 555-4228  
Cell (714) 555-1136



Estela Gerard  
SSN: 954-87-8612  
DOB: 10-16-76  
estelamom@gmail.com  
Home (714) 555-4228  
Cell (714) 555-8204

### PLEASE TELL US ABOUT YOURSELF

Full Name: Marvin Gerard Date of Birth: 04-15-71  
Social Security #: 926-05-1488  
Home Phone: (714) 555-4228 Other Phone: (714) 555-1136  
Email Address: mgerard71@gmail.com  
Co-Applicant Name: Estela Gerard  
Co-Applicant Date of Birth: 10-16-76  
Social Security #: 954-87-8612  
Names & Ages of Dependents: Luis Gerard, 12. Maya Gerard, 10.  
List All Pets: 1 cat

### PLEASE GIVE RESIDENTIAL HISTORY (LAST 3 YEARS)

Current Address: 906 Prospect St. Apt. #: 7A  
City: Orange State: CA Zip: 92867  
Month/Year Moved In: 8/2017 Reasons for Leaving: Closer to family  
Rent: \$3100

## Task 1 Assessment, cont.

Directions. Now read the information about Marvin's and Estela's employment. Fill in the information on the application below.

### Scenario:

Marvin Gerard has been a full-time driver for UPS since 2018. His salary is \$4150 a month. His supervisor is Ahmed Roboz, who can be contacted at (310) 555-8224. Estela is a manager at Target. She earns \$3,900 a month. Marvin has his checking account at Bank of the West, with an account number of 9044-5875.

PLEASE PROVIDE YOUR EMPLOYMENT INFORMATION – Mark with an "X"	
Your Status: <input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student <input type="checkbox"/> Unemployed	
Employer <u>UPS</u>	
Dates employed <u>2018 - Present</u>	Employed as <u>Driver</u>
Supervisor Name <u>Ahmed Roboz</u>	Phone ( <u>310</u> ) <u>555-8224</u>
Salary \$ <u>4150.00</u> per <u>month</u> . (If employed by above less than 12 months, give name & phone of previous employer or school: _____ .)	
If you have other sources of income that you would like us to consider, please list income, source, and person (banker, employer, etc.) who we may contact for confirmation. You do not have to reveal alimony, child support, or spouse's annual income unless you want us to consider it in this application.	
Amount \$ <u>3900/month</u>	Source/Contact Name <u>Estela Gerard</u> (spouse)

PLEASE LIST YOUR REFERENCES	
<b>Banking Accounts:</b>	
Name: <u>Marvin Gerard</u>	Bank: <u>Bank of the West</u>
Type of Account: <u>checking</u>	Account Number: <u>9044-5875</u>

## Task 2 Assessment (20 points possible)

Directions: Read the problem, then write an email to the landlord. You are Rick Cortez.

Rick Cortez's shower is leaking (4 days). He needs it fixed this week. His landlord is Mr. Sutters. He lives in apartment 15, and his phone number is (949) 555-0622.

Graders/Instructors: Answers may vary slightly, but students need to include a greeting, name and apartment number, problem and how long it's continued, ask for repairs, thanks, a closing, signature, and contact information. A sample email is below.

EMAIL
<b>TO:</b> tomsutters@gmail.com
<b>FROM:</b> cortez90860@gmail.com
<b>SUBJECT:</b> Shower leaking (or any appropriate subject)
<p>Dear Mr. Sutters,</p> <p>My name is Rick Cortez. I live in apartment 15.</p> <p>My shower has been leaking for 4 days.</p> <p>Can you please send someone to fix it this week?</p> <p>I appreciate your attention to this matter.</p> <p>Thank you.</p> <p>Sincerely, Rick Cortez (949) 555-0622</p>