

*Do NOT copy
for students*

EL Civics Assessment Packet
Intermediate Low
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.

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	UPS
Dates employed	2018 - Present
Employed as	Driver
Supervisor Name	Ahmed Roboz
Phone	(310) 555-8224
Salary \$	4150.00 per month. (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	\$3900/month
Source/Contact Name	Estela Gerard (spouse)

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
TO: tomsutters@gmail.com
FROM: cortez90860@gmail.com
SUBJECT: 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>