

ON-CAMPUS STUDENT ACCOMMODATION APPLICATION FORM

Received by:	
Date Received:	
Offered by:	
Date Offered:	
Room type offered:	
Room No:	

Rental Terms & Conditions for On-Campus Accommodation

1. Accommodation rental fees **is inclusive of the electricity, water, and WI-FI connection.**
2. **Full-month** rental will be imposed for **check-in before 16th** of the month.
3. **Half-month** rental will be imposed for **check-in after 16th** of the month.
4. **Full-month** rental will be imposed for **check-out after 16th** of the month.
5. **Half-month** rental will be imposed for **check-out before 16th** of the month.
6. **Daily rate** will be imposed for stay **less than 7 days.**

Accommodation Terms & Conditions for On-Campus Accommodation

1. Rooms are allocated by **first-come-first-served-basis.**
2. Application for short stay need to be submitted at least 7 days before the arrival date. Accommodation Office reserves the right to not entertain any last minute changes or requests.
3. Residents are not allowed to request for an extension after check-in. Kindly confirm your duration of stay before you submit the application.
4. Residents must comply all terms and conditions of accommodation as written in the Accommodation Handbook.

Check-in and Check-out Procedures

Check-in Day & Time: Monday to Friday, 9AM – 7.30PM

Check-in Venue: Accommodation Office at Tioman Hall/Radius Building

Check-in Day & Time: After 7.30PM, Weekend & Public Holidays

Check-in Venue: Accommodation Office at Radius Building/Tioman Hall (contact our hotline number at 03-8924 8079. You are advised to wait for 30 minutes for the accommodation staff to arrive and assist you)

Check-out Day & Time: Monday – Friday, 9AM – 7.30PM

Check-out Venue: Accommodation Office at Tioman Hall/Radius Building

Check-out Day: After 7.30PM, Weekend & Public Holidays

Check-out Venue: Key-drop-box provided next to the Accommodation Office counter at Radius Building/Tioman Hall. (please fill-up the notice of check-out form beforehand during the operational hours at the Accommodation Office)

Declaration

I understand and confirm that this accommodation application is subject to room availability and that UNM reserves the right to assign any other type of accommodation available.

I declare that I have read and agreed with the terms and conditions above and the information provided by me in this application is true and complete.

Signature:

Name:

IC/Passport Num:

Date:

STUDENT INFORMATION

Student ID: New Student: ☐ Returning Student: ☐
Name as in IC/Passport:
IC or Passport Number: Nationality:
Gender: ☐ Male ☐ Female D.O.B: Age: Race:
Permanent Home Address:
.....
..... Postcode:
Country: Contact No.: E-mail:
Course:
Intake:
Check-in Date: Check-in Time: Duration of Stay: From To
Check-out Date: Check-out Time:
Purpose of Stay: Attending Examination ☐
Research/Programme ☐
Internship Programme ☐
Others (Please indicate):

ACCOMMODATION PREFERENCE

Please list down 3 of your room preferences with 1 as your top preference.

STUDENT'S PREFERENCES	TYPE OF ROOMS	MONTHLY RATE (RM)	DAILY RATE (RM)
	Deluxe Single Room with Ensuite Bathroom, A/C (DSEB AC)	750	80
	Single Room with Ensuite Bathroom (SEB AC)	680	75
	Single Room with Shared Ensuite Bathroom (SSEB AC)	615	70
	Single Room with Shared Ensuite Bathroom (SSEB)	510	65
	Single Room in 5 Rooms Flat, Shared Bathroom (SSB AC)	585	67
	Single Room in 5 Room Flat, Shared Bathroom (SSB)	480	62
	Twin Shared Room in 3 Rooms Flat, Shared Bathroom (TWIN)	455	60
	Four Shared Room, Shared Bathroom (FSB)	395	58

EMERGENCY CONTACT INFORMATION

Emergency Contact Name: Relationship:
Emergency Contact Number: E-mail:

DISABILITIES / SPECIFIC REQUIREMENTS

To help us in allocating you accommodation, please indicate any special arrangements or requirements that you need (e.g. assistance required, ground floor room, etc.)
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