



**POSTGRADUATE STUDENT ACCOMMODATION APPLICATION FORM**

APPLICANT DETAILS (Please complete in CAPITAL letters)			
Applicant's Name			
IC/Passport No		Matric No	
Nationality		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Religion		Contact No	
Permanent Home Address			
Programme		Email	

**TERMS & CONDITIONS**

- All applications are **SUBJECT TO ROOM AVAILABILITY & approval by Student Accommodation Centre (SAC)**.
- Room are on a **twin-sharing** basis. Accommodation fee as follow:
 

STUDENT CATEGORY	LOCAL STUDENT	INTERNATIONAL STUDENT
Accommodation Fee (Per Semester)	RM480.00	RM576.00
- The allocation of INASIS and room is at the discretion of Student Accommodation Centre's Management.
- Student are required to vacate their room by the end of the semester
- Students are **NOT ALLOWED** to bring any outside guests.
- Smoking, alcoholic drinks and gambling are prohibited in the housing area.
- Students must keep their rooms and common area clean at all times.
- Students will be held responsible and must fully compensate any losses and damages to the facilities.
- Students are solely and fully responsible for ensuring safety and security of their belonging. No claim for any loss of property and/or belonging of the students will be entertained by SAC and INASIS's management.
- Students should abide by the Rules & Regulations of the residential compound as well as University in general at all times as instructed while using the facilities of the INASIS.
- Student should bring their own pillow, pillow case and bed sheet.
- Students are not allowed to change rooms and duplicate room keys without prior approval of the SAC Office.
- The University Staff / SAC Staff / Security shall be authorized to search and make inspection of rooms, which shall not be limited to general search of common area, but also specific area, which is locked. This may be conducted with / without the presence of the student.
- Students must allow University / SAC staff to enter their room for maintenance purposes.
- The SAC's Management reserves the right to terminate the tenancy of those who violate any Rules & Regulations of the INASIS and University.
- The University reserves the right to impose new rules and/or amend existing rules in connection with the INASIS from time to time, and such addition and amendments shall be duly notified to students.

**DECLARATION**

I, \_\_\_\_\_ Matric No. \_\_\_\_\_ hereby;

- Confirm that I have read the Accommodation Terms & Conditions, and agree to abide by the said terms and condition. If I fail to do so, SAC's Management is authorized to take any action that will result in the withdrawal of all residential facilities that has been given to me and/or be fined accordingly.
- Confirm that this accommodation offered is only valid for Semester \_\_\_\_\_ .

Applicant Signature : ..... Date : .....

**LIST OF REQUIRED DOCUMENT**

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|---|--|
| 1. Copy of Student's matric card <input type="checkbox"/>   | 3. Copy of Student's Visa (International Student) <input type="checkbox"/> |
| 2. Copy of Student's IC / Passport <input type="checkbox"/> | 4. Copy of Student's Insurance <input type="checkbox"/>                    |

**FOR STUDENT ACCOMMODATION CENTRE (SAC) OFFICE USE**

Check by, ..... Staff Signature Staff Name & Stamp : Date :	Verified by, ..... Officer Signature Name & Stamp : Date :
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