

POSTGRADUATE STUDENT ACCOMMODATION APPLICATION FORM

APPLICANT DETAILS <i>(Please complete in CAPITAL letters)</i>			
Student's Name			
IC/Passport No		Matric No	
Nationality		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female
Email		Contact No	
Current INASIS		Current Room No.	

TERMS & CONDITIONS

1. All applications are **SUBJECT TO ROOM AVAILABILITY & approval by INASIS Management.**
2. Student's academic status must be ACTIVE and a full time student.
3. The allocation of INASIS and room is at the discretion of INASIS Management.
4. Student are required to renew or vacate their room by the end of the semester
5. Students are **NOT ALLOWED** to bring any outside guests.
6. Smoking, alcoholic drinks and gambling are prohibited in the housing area.
7. Students must keep their rooms and common area clean at all times.
8. Students will be held responsible and must fully compensate any losses and damages to the facilities.
9. 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.
10. 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.
11. Students are not allowed to change rooms and duplicate room keys without prior approval of the SAC Office.
12. Authorized University Staff are allowed 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.
13. Students must allow authorized University staff to enter their room for maintenance purposes.
14. The INASIS Management reserves the right to terminate the tenancy of those who violate any Rules & Regulations of the INASIS and University.
15. 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;

1. Requesting renewal of my approved accommodations for the _____ semester (e.g. A211)
2. 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, INASIS 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.

By signing below, understand I must renew my accommodations each semester.

Applicant Signature :

Date :

FOR ADMINISTRATIVE USE ONLY

<input type="checkbox"/> Accommodation Approved <input type="checkbox"/> Accommodation Not Approved	<div style="text-align: center;"> <p>.....</p> <p>Signature of Officer</p> <p>Officer's Name & Stamp</p> </div> <div style="text-align: right; margin-top: 20px;"> <p>.....</p> <p>Date</p> </div>
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