

For Office Use

Date Received

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Please affix recent passport sized photograph

**APPLICATION FOR RESIDENCE  
ACADEMIC SESSION \_\_\_\_\_  
(For International Students Only)**

**SECTION A**

Name: .....

Passport No: .....

Mobile No: .....

Mailing Address: .....

.....

Postcode: ..... Phone: ..... Mobile: .....

Fax: ..... E-Mail: .....

Clearly indicate your status as a student of UTM. **Please tick one of the following**

Are you Full-time:  Part-time:  Undergraduate:  Postgraduate:

Please choose your college for accommodation. **Please tick one of the following**

KDSE:  KDOJ:  KTC:

**\*\*Please refer attachment below**

Gender: Male  Female  Applicant's Date Of Birth: .....

Country of Birth:

**SECTION B**

I hereby acknowledge and understand that if I fail to comply with college regulations then subsequently an action can be taken against me including expulsion from the college.

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

**SECTION C**

**FOR ISC USE**

Signature: ..... Designation: .....

Name: ..... Date: .....

For new international students who are interested to apply accommodation in UTM for the following semester, please complete this form and come to the college that you are interested.

Availability based on first come first serve basis. Payments are to be made during reception day in cash terms. Room's rate **BEFORE** registration date is different from usual rates.

Accommodation rates (**AFTER REGISTRATION**) are based on rental period according to the University's academic calendar and type of room.

Notes: Application is subject to room availability, terms and conditions applied.

**KDSE**- Kolej Datin Seri Endon (**Women** College)  
Single: RM 12.00

**KDOJ**- Kolej Dato Onn Jaafar (**Men** College)  
Single: RM 12.00

**KTC**- Kolej Tuanku Canselor, Block S (**Men** College)  
Single: RM 15.00  
Single with bathroom: RM 20.00

**ALL INTERNATIONAL STUDENTS ARE SUBJECT TO THE FOLLOWING PROCEDURES.**

**1.1 Changing of rooms**

Should you wish to change rooms, please make a formal application to the Assistant Domestic Manager. The successful applicant will be notified once the room is available.

**1.2 Checking out and returning of room key**

All students who apply to stay in the college will be charged based on the semester basis, except during the long location period. Should you wish to check out during the semester, you will still be charged for the whole semester. Please make sure that you return your room key to the office once you check out from the room.

**1.3 Room safety.**

For safety purpose, please ensure that you always lock your room and keep your belonging in your cupboard.

**1.4 Room inventory**

Please fill in the attached room inventory form and return the duplicate copy to the office. Please report to the office if there is any faulty item in your room.

**1.5 Electrical item registration form**

If you wish to use any electrical item, you are required to register the item for your safety. Forms are available at the college office.

**1.6 Registration of motor vehicles**

If you have motor vehicles, please register the vehicle for safety purposes. A registered vehicle will be given a sticker for identification purposes. Forms are available at the college office.