

TENANCY RENEWAL FORM - IEP

I understand the offer for University Accommodation is based on application received by Housing Services, for the University, on a first-come-first-served basis, and is strictly subject to availability. (Please read Curtin Housing Rules & Regulations at <http://www.curtin.edu.my/current/accommodation/rules.htm> before signing and submitting this form.)

PERSONAL DETAILS		GENDER	<input type="checkbox"/> MALE	<input type="checkbox"/> FEMALE
NAME		<input type="checkbox"/> DEGREE	<input type="checkbox"/> DIPLOMA	<input type="checkbox"/> IEP
STUDENT ID		<input type="checkbox"/> FOUNDATION	<input type="checkbox"/> ENGLISH BRIDGING	
TEL (HP)		<input type="checkbox"/> Other (Please specify)		
**Curtin student e-mail	@stud.curtin.edu.my	Intended Departure Date		

** Confirmation of booking will be sent via Curtin Student e-mail (StudentID@stud.curtin.edu.my)

RENEW TENANCY :

(Remarks on preferences will be noted as a reference only. Allocation of room is solely on The University's discretion)

FLAT / HOUSE		Remarks :
ROOM NO		
ROOM TYPE		

Please indicate your preference by the box

<input type="checkbox"/> CURRENT ACCOMMODATION		
<input type="checkbox"/> IF NEW ACCOMMODATION (Please indicate preference by numbering "1" for first choice "2" for second choice)		
Rental is inclusive of electricity & water charges to the following indicated maximum consumption. Any excess will be borne by residents on a pro-rata basis.		
	** Lakeside Apartment I & II	: RM 50 per resident per month
	** Curtin Village	: RM 50 per resident per month
	** Curtin Villa	: RM 37.50 per resident per month
LAKESIDE APARTMENT I	SINGLE ROOM <input type="checkbox"/> Air-Conditioned Rental : RM 500 / person / month	TWIN-SHARING <input type="checkbox"/> Ceiling Fan (Limited Units) Rental : RM 300 / person / month <input type="checkbox"/> Air-Conditioned Rental : RM 375 / person / month
LAKESIDE APARTMENT II <i>(Female Apartment)</i>	SINGLE ROOM <input type="checkbox"/> Air-Conditioned Rental : RM 550 / person / month	TWIN-SHARING <input type="checkbox"/> Air-Conditioned Rental : RM 425 / person / month
CURTIN VILLAGE	SINGLE ROOM <input type="checkbox"/> Air-Conditioned Rental : RM 460 / person / month	TWIN-SHARING ENSUITE <input type="checkbox"/> Air-Conditioned Rental : RM 380 / person / month
CURTIN VILLA	SINGLE ROOM <input type="checkbox"/> Air-Conditioned (Large) Rental : RM 460 / person / month <input type="checkbox"/> Air-Conditioned Rental : RM 380 / person / month	TWIN-SHARING <input type="checkbox"/> Air-Conditioned Rental : RM 300 / person / month
		Minimum Payment per Semester 5 months - Foundation, Degree, English Bridging & Post Graduate 4 months - Diploma 3 Months - IEP

ACCOMMODATION DETAILS

RENTAL

1. Rentals for the following Semester **shall be paid** before end of each term break (a dateline will be determined & published on Housing Services website)
2. **NO KEY** will be released to resident who fail to pay FULL rental on / before the payment due date given.
3. **In the event a student fails to stay for the full semester / term, the full rental shall be forfeited.**
4. International Students are **advised to stay a minimum period of 1 (ONE) Year.**
5. A sum of **RM 200.00** will be deducted from the student's account for accommodation cancellation after commencement of each tenancy period.

RENTAL DEPOSIT

A deposit equivalent to **2 (TWO) months rental** shall be collected and shall only be refunded at the end of Tenancy. Any lost or negligent damages to the room and/or facilities shall be charged to the resident and shall be deducted from the rental deposit.

PROCESSING FEE

Booking renewal forms submitted to Housing Office after the **Tenancy Renewal Period** will be charged a non-refundable re-processing fee of **RM 20.00.**

AMENITIES

A **RM 5.00** amenities fee shall be collected each tenancy period.

KEYS DEPOSIT

A key deposit of **RM 50.00** shall be collected and only refunded to the student upon checking out. The accommodation key(s) shall be issued upon registration at Housing Services Office and must be returned before leaving prior to all semester break. Residents are advised to remove their personal belongings and valuables before vacating their rooms for the term-break or to continue paying rental. Residents leaving their personal belonging and valuables behind are doing so at own risk and Curtin (M) Sdn. Bhd. shall not be liable for any lost or damages.

STUDENT'S LIABILITY & UNDERTAKING FOR THE USE OF ROOM

Rules & Regulations can be viewed at <http://www.curtin.edu.my/current/accommodation/rules.htm>

HOUSING IMPORTANT DATE 2010

Program	DEGREE / FOUND	DIPLOMA	IEP Term I	ENGLISH BRIDGING
Renewal Period	03 May 10 - 14 May 10	03 May 10 - 14 May 10	26 April 10 - 30 April 10	03 May 10 - 14 May 10
Confirmation of booking	07 June 10 - 18 June 10	24 May 10 - 28 May 10	03 May 10 - 07 May 10	01 June 10 - 04 June 10
Payment Due Date	on or before specific date as stated in accommodation confirmation letter			
Tenancy Period	16 July 10 - 15 Dec 10	01 July 10 - 15 Nov 10	16 June 10 - 15 Sept 10	16 July 10 - 15 Dec 10

Authorisation to Curtin (M) Sdn Bhd

By signing and submitting this form, I hereby acknowledge to have read, understood and accept all the terms and conditions listed above and those under Curtin Housing Rules & Regulations. Where on-campus accommodation is not available, I hereby authorize you to forward my contact details to your appointed Housing Agents to assist to source for off-campus accommodation facilities.

Student Signature _____
 IC / Passport _____
 Date _____

Parent / Guardian _____
 (where the student is 18 years old or below)
 IC / Passport _____

For Office Use Only

DATE RECEIVED		STATUS	OFFERED / NOT OFFERED
		ROOM DETAILS	/