

# ACCOMMODATION APPLICATION FORM (2021)

# UNIMY

UNIVERSITY MALAYSIA  
OF COMPUTER SCIENCE  
& ENGINEERING

University Malaysia of Computer Science & Engineering  
(UNIMY) DU040(B)

Star Central, Block 12, Lingkaran Cyber Point Timur,  
Cyber 12, 63000 Cyberjaya, Selangor.

☎ 1 300-88-5008 ✉ enquiry@unimy.edu.my 🌐 www.UNIMY.edu.my

## For Office Use

Attended By :

Remarks :

KINDLY COMPLETE THIS FORM IN CAPITAL / UPPERCASE LETTERS TO FACILITATE ACCURATE PROCESSING.

It is the applicant's responsibility to provide updated and accurate information below, in order to receive relevant communication and notices from UNIMY's Hostel Management.

## Personal Information

Name (as per NRIC or Passport)	<input type="text"/>		
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Student ID <input type="text"/>
Date of Birth	<input type="text"/>	NRIC / Passport No.	<input type="text"/>
Country	<input type="text"/>	Nationality	<input type="text"/>
Mobile Contact No.	<input type="text"/>	Home Contact No.	<input type="text"/>
	<i>Please include international calling code.</i>		<i>Please include international calling code.</i>
E-mail Address	<input type="text"/>		
	<i>UNIMY's student email address will NOT be accepted. Please provide personal / main email address.</i>		
Home Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Medical Condition (if any)	<input type="text"/>		
	<i>Please provide medical report for our record &amp; reference in case of emergency.</i>		

## Contact Information - Parent / Guardian / Next of Kin

**NOTE: Local or Foreign Agents are NOT recognised in this capacity.**

Name (as per NRIC or Passport)	<input type="text"/>		
Home Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Contact No.	<input type="text"/>	Relationship	<input type="text"/>
	<i>Please include international calling code.</i>		
E-mail Address	<input type="text"/>		
	<i>Please provide personal / main email address for parent / guardian / next of kin.</i>		

## Enrolment & Check-In

Programme Enrolled	<input type="text"/>
Programme Commencement Date	<input type="text"/>
Expected Check-In Date	<input type="text"/>

## How Did You Hear About Us?

<input type="checkbox"/> Website	<input type="checkbox"/> Social Media (Facebook, etc.)	<input type="checkbox"/> Friends and Family	<input type="checkbox"/> Event / Roadshow	<input type="checkbox"/> Brochure / Flyer
<input type="checkbox"/> UNIMY's Student / Alumni	<input type="text"/>	<input type="checkbox"/> Others	<input type="text"/>	
	<i>Please provide name of student / alumni.</i>		<i>Please provide brief details.</i>	

## Selection of Accommodation

NO. OF PAX PER UNIT	ROOM TYPE	RENTAL CHARGE PER STUDENT			DEPOSITS PER STUDENT			TOTAL TO BE PAID PER STUDENT UPON BOOKING (2 Months Charge + Deposits)	RENTAL CHARGE PER STUDENT			
		Monthly	Advance Rental 1 <sup>st</sup> Payment (Months)	Total	1 Month Security	1 Month Utilities	Total		Advance Rental 2 <sup>nd</sup> Payment (Months)	Total	Advance Rental 3 <sup>rd</sup> Payment (Months)	Total
<b>Mutiara Ville, Cyberjaya</b> <small>*Subject To Change</small>												
8	4 Rooms Apartment	RM 310.00	2	RM 620.00	RM 310.00	RM 310.00	RM 620.00	RM 1,240.00	5	RM 1,550.00	5	RM 1,550.00
<b>Kanvas SOHO, Cyberjaya</b>												
2	1 Room Apartment	RM 990.00	2	RM 1,980.00	RM 990.00	RM 990.00	RM 1,980.00	RM 3,960.00	5	RM 4,950.00	5	RM 4,950.00
<b>The Domain @ NeoCyber, Cyberjaya</b>												
3	1 Room Apartment	RM 800.00	2	RM 1,600.00	RM 800.00	RM 800.00	RM 1,600.00	RM 3,200.00	5	RM 4,000.00	5	RM 4,000.00
4	1 Room Apartment	RM 600.00	2	RM 1,200.00	RM 600.00	RM 600.00	RM 1,200.00	RM 2,400.00	5	RM 3,000.00	5	RM 3,000.00

### When to apply?

To secure a place (subject to availability) at our accommodation, all completed application forms must be emailed to [cse@unimy.edu.my](mailto:cse@unimy.edu.my) (Student Affairs Department) at least 4 weeks in advance before the new semester begins.

You will receive a confirmation email from Student Affairs Department on your unit availability with Payment details.

### Payment

You have to make the full payment for the accommodation as stated above and email the bank deposit slip to [cse@unimy.edu.my](mailto:cse@unimy.edu.my) prior to checking in to the UNIMY Accommodation. The Finance department will issue the receipt upon payment received and please present the receipt during the registration day.

### Payment Method

#### Payment by JomPAY

Please follow the following steps for the payment procedurs:

1. Payment can be made via **JOMPAY**.
2. In your bank's website / app, open the JomPay section.
3. Enter the JomPAY payment details as below:
4. Download and keep the receipt as a proof of your payment



**Billor Code: 11171**  
**Ref-1: < Student Name >**  
**Ref-2: < MyKad / Passport No. >**

JomPAY online at Internet and Mobile Banking with your Current, Savings or Credit Card account

Submit the copy of receipt/proof of payment to the Finance Department at [finance@unimy.edu.my](mailto:finance@unimy.edu.my)

If you have any problems, questions, or queries regarding finance, please see us at Admin Office, (Level 5, Block 12, Star Central) or directly contact us via:

Email : [finance@unimy.edu.my](mailto:finance@unimy.edu.my)

Tel : 03-8689 7523

### For International Student

Flywire : Landing Page (<https://unimy.flywire.com>)

### For Local Student

Payment by JomPay

## Terms and Conditions

- 1) Only registered UNIMY students may apply for accommodation with UNIMY Hostel Management.
- 2) All successful applicants are required to fulfil an initial **one-year** tenancy agreement.
- 3) The deposit is fully refundable upon the following condition :
  - The applicant fulfils the initial **one-year** tenancy agreement, and subsequent renewed tenancy (if any)
  - UNIMY hostel management is satisfied that no damages occurred for all items in the unit except due to normal wear and tear.
- 4) Should the applicant fail to check-in 1 week after the tenancy start date / expected check-in date, no refund will be given for all payments made and the Room reservation will be released immediately without further notice.
- 5) Applicants are required to pay **two (2) months** rental fee in advance prior to checking in and **five (5) months** rental fee in advance for 2<sup>nd</sup> and 3<sup>rd</sup> payment during the one year tenancy period.
- 6) Beds are allocated on first-come-first-serve basis at the discretion of UNIMY Hostel Management. All reservations made are not transferable.
- 7) In the event that applicant:
  - i) Terminate the Agreement at any time prior to the expiry of the Term **OR**
  - ii) Asked to vacate the accommodation by reason of having contravened the UNIMY Rules
 UNIMY shall be entitled to forfeit the general deposit paid as agreed liquidated damages, including all rental paid in advance.
- 8) All refunds must be claimed by the applicant or the applicant's parent/guardian/next of kin within one (1) year from the check-out-date. Any claims thereafter will be not be entertained.
- 9) UNIMY Hostel Management reserves the right to proceed with any and all refurbishment, improvement, inspection and/or maintenance works in all units and rooms as and when necessary. Residents may not deny any UNIMY Staff /UNIMY-Appointed agent/contractor entry into any and all units and room.
- 10) UNIMY Hostel Management reserves the right to change/amend any of the conditions stated above where necessary without prior notice.

## Declaration

1. I understand and accept the above Conditions of Reservation, and undertake to make payment of all sums due in a timely manner if my application is successful.
2. I declare that the particulars in this application form are true to the best of my knowledge, and I have not willfully suppressed any material fact.
3. I will not hold UNIMY's Hostel Management accountable for any incident or delay that occurs due to inaccurate or outdated information.
4. I undertake to abide by the House Rules and agree to any and all penalties as deemed appropriate by UNIMY's Hostel Management.
5. By submitting this application form, I and my parent / guardian / next of kin accept and agree to receive and participate in any and all relevant communications and updates from UNIMY's Hostel Management and/or its appointed agencies.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date