

Programme & Cohort:

Please complete ALL sections in this form. DO NOT leave any section blank. Write NA where not applicable.

PERSONAL INFORMATION OF APPLICANT

Full Name as per IC/Passport:

NRIC / Passport No.: Date of Birth:

Sex: Male Female Religion: Nationality:

Mobile No.: Home No.:

E-mail:

Home Address :

Postcode: Town/City: State: Country:

PARENT / GUARDIAN CONTACT INFORMATION

Name: Relationship:

E-mail: Contact No.:

Name: Relationship:

E-mail: Contact No.:

EMERGENCY CONTACT INFORMATION (in addition to your parent / guardian)

Name: Contact Tel. No.: Relationship:

RECRUITMENT AGENT CONTACT INFORMATION (if applicable)

Name: Agency:

E-mail: Contact No.:

Preferred Accommodation

First preference:

<input type="radio"/> Villa Scott Condominium (male-only & female-only units available)
<input type="radio"/> Scott Sentral Service Suites (female-only units available)
<input type="radio"/> 633 Residency (male-only & female-only units available)
<input type="radio"/> Single medium <input type="radio"/> Twin sharing <input type="radio"/> Quadruple sharing
<input type="radio"/> Single small <input type="radio"/> Triple sharing
<input type="radio"/> Regular <input type="radio"/> Penthouse
Air-conditioning: <input type="radio"/> Yes <input type="radio"/> No

Second preference:

<input type="radio"/> Villa Scott Condominium (male-only & female-only units available)
<input type="radio"/> Scott Sentral Service Suites (female-only units available)
<input type="radio"/> 633 Residency (male-only & female-only units available)
<input type="radio"/> Single medium <input type="radio"/> Twin sharing <input type="radio"/> Quadruple sharing
<input type="radio"/> Single small <input type="radio"/> Triple sharing
<input type="radio"/> Regular <input type="radio"/> Penthouse
Air-conditioning: <input type="radio"/> Yes <input type="radio"/> No

Methodist College Kuala Lumpur reserves the right to decide which type of accommodation to assign to students. We try our very best to offer students the accommodation as they have requested for based on their preferences as stated in writing on the accommodation form. However, due to fluctuations in supply and demand, preferred accommodation cannot be guaranteed and is offered on a first-come-first-served basis.

DECLARATION

- I hereby confirm my understanding that this accommodation application is subject to room availability and that the College reserves the right to assign any other type of accommodation available.
- I have read, understand and fully agree with all the terms and conditions of residency stated in "Accommodation Information 2019" brochure.
- I acknowledge that the information given in this form is true and complete. The College reserves the right to reject my application or nullify my tenancy agreement if any information is found to be incorrect and/or incomplete
- I will update the College immediately upon any change(s) to my personal and/or parents/guardians contact information.
- I agree to comply with and abide by the rules and regulations of College in accommodation.
- I understand and fully agree that the College reserves the right to vary the rental rates or any other rates and any of the terms and conditions stipulated herein or in the Accommodation Information, as and when it deems fit.

Signature: Date:

The failure or refusal of the student, or his/her parent/guardian to sign this Accommodation Form constitutes good cause for the College to not process the application.

FOR OFFICE USE

Initial Booking <small>(Student Accommodation)</small>	Accommodation unit: _____ Room type: _____ with / without air-conditioning Quotation: Monthly rent, RM _____ x _____ months = First Semester Total, RM _____ Processed by: _____ Signature: _____ Date: _____																																										
Booking Amendment 1 <small>(Student Accommodation)</small>	Accommodation unit: _____ Room type: _____ with / without air-conditioning Quotation: Monthly rent, RM _____ x _____ months = First Semester Total, RM _____ Processed by: _____ Signature: _____ Date: _____																																										
Booking Amendment 2 <small>(Student Accommodation)</small>	Accommodation unit: _____ Room type: _____ with / without air-conditioning Quotation: Monthly rent, RM _____ x _____ months = First Semester Rent Total, RM _____ Processed by: _____ Signature: _____ Date: _____																																										
Payment <small>(Finance)</small>	Accommodation Booking/ Processing Fee: RM50.00 Paid via: _____ Receipt no.: _____ Date: _____ Accommodation Deposit: RM1500.00 Paid via: _____ Receipt no.: _____ Date: _____ First Semester Rent: RM _____ Paid via: _____ Receipt no.: _____ Date: _____ Processed by: _____ Signature: _____ Date: _____																																										
Check-in <small>(Student Accommodation)</small>	Check-in date: _____ Processed by: _____ Signature: _____ Date: _____																																										
Transfers <small>(Student Accommodation & Finance)</small>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">New Accommodation unit</th> <th style="width:15%;">Room Type</th> <th style="width:15%;">Effective date</th> <th style="width:15%;">New monthly rent</th> <th style="width:15%;">Credit/ Debit</th> <th style="width:15%;">Processed by</th> <th style="width:15%;">Signature</th> </tr> </thead> <tbody> <tr> <td></td> <td>with/ without A/C</td> <td></td> <td>RM</td> <td>RM</td> <td></td> <td>Date: _____</td> </tr> <tr> <td></td> <td>with/ without A/C</td> <td></td> <td>RM</td> <td>RM</td> <td></td> <td>Date: _____</td> </tr> <tr> <td></td> <td>with/ without A/C</td> <td></td> <td>RM</td> <td>RM</td> <td></td> <td>Date: _____</td> </tr> <tr> <td></td> <td>with/ without A/C</td> <td></td> <td>RM</td> <td>RM</td> <td></td> <td>Date: _____</td> </tr> <tr> <td></td> <td>with/ without A/C</td> <td></td> <td>RM</td> <td>RM</td> <td></td> <td>Date: _____</td> </tr> </tbody> </table>	New Accommodation unit	Room Type	Effective date	New monthly rent	Credit/ Debit	Processed by	Signature		with/ without A/C		RM	RM		Date: _____		with/ without A/C		RM	RM		Date: _____		with/ without A/C		RM	RM		Date: _____		with/ without A/C		RM	RM		Date: _____		with/ without A/C		RM	RM		Date: _____
New Accommodation unit	Room Type	Effective date	New monthly rent	Credit/ Debit	Processed by	Signature																																					
	with/ without A/C		RM	RM		Date: _____																																					
	with/ without A/C		RM	RM		Date: _____																																					
	with/ without A/C		RM	RM		Date: _____																																					
	with/ without A/C		RM	RM		Date: _____																																					
	with/ without A/C		RM	RM		Date: _____																																					
Check-out <small>(Student Accommodation)</small>	Check-out date: _____ Check-out Remarks: _____ Deposit refund approved: YES [<input type="checkbox"/>] NO [<input type="checkbox"/>] Processed by: _____ Signature: _____ Date: _____																																										
Refunds <small>(Finance)</small>	Amount refunded: RM _____ Received by: _____ Signature: _____ Processed by: _____ Signature: _____ Date: _____																																										