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## 1.0 OBJECTIVE

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The purpose of this guideline is to specify in details the accommodation and other related fees.

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## 2.0 GUIDELINE(S) ON ACCOMODATION FEE

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- 2.1 This guideline is applicable to students with active status.
- 2.2 Accommodation fee is imposed based on a semester basis according to types of room as illustrated below:

Types of room	Category				
	Malaysian			International (Inclusive of LIDV)	
	Regular semester	Short semester	Live in During Vacation (LIDV)	Regular semester	Short semester
Quad (QD)	4 months	2 months	As per academic calendar	5 months	2 months
Twin Sharing (TS)					
Single (PG)					
Executive (EX)					

- 2.3 The University Authority will decide on the accommodation fee for special needs students based on a case-to-case basis. For this purpose, relevant documents are required to be submitted by the applicant.

- 2.4 No refund on the accommodation fee charged for regular semester if the student stays more than two (2) months.
- 2.5 Any request for refund shall be submitted to the Finance Division (Student Unit) together with verified checkout slip by Mahallah Officer and subject to the Financial Policy currently enforced.

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### **3.0 REFERENCES**

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- 3.1 IIUM Room Rate for IIUM Students, Non-IIUM Students and Public.
- 3.2 Manual of Financial Policies and Procedures (Student Related Matters Section)
- 3.3 Refund Form from Finance Division
- 3.4 Standard Operation Procedures (SOP) on Room Registration
- 3.5 Addendum on Resident Accommodation Fee for special needs students