



**RESIDENTIAL AND SERVICES DEPARTMENT  
FINANCE DIVISION  
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA**

**APPLICATION TO CHANGE ROOM  
CHANGE ROOM TYPE AT CURRENT MAHALLAH**

ROOM - Current Block/ Room No. : \_\_\_\_\_ Proposed Block/ Room No. : \_\_\_\_\_

ROOM TYPE - from (Quad/ TS/Single/Exec) Room to (Quad/TS/Single/Exec) Room

**A. PERSONAL INFORMATION**

Name : \_\_\_\_\_

Matric No. : \_\_\_\_\_ Email : \_\_\_\_\_

Contact No. : \_\_\_\_\_ Programme : \_\_\_\_\_

**B. REASON**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE:**

Please attach the following documents:

- 1) Latest Financial Statement from Student Unit, Finance Division.
- 2) Medical Letter/ Certification from IIUM Health Centre/ Malaysian Government Hospital/ Counseling and Career Services Centre (CCSC) (*for Medical Health Reason*).
- 3) Processing fee of RM5.00 must be made to UIAM Operating Account – Account No.: 14070000004716 through Bank Muamalat Malaysia Berhad (BMMB).

*\*Approval is subject to room availability.*

I hereby declare that the above information given is **TRUE** and I agree to abide with the Rules and Regulations of the Mahallah and the University. The LoU signed when I first registered to Mahallah is still applicable.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE**

**Checklist:**

1. Room Availability.
2. Financial Statement (*Balance of Account*).
3. Medical Letter/ Certification (*for Medical Health Reason*).
4. Payment:

No.	Room Type	Amount	√	Category
i.	UG - TS	RM 837.50		International
		RM 672.50		Local
ii.	UG - PG	RM 1,512.50		International
		RM 1,212.50		Local
iii.	UG/ PG - Exec	RM 3,000.00		International
		RM 2,400.00		Local
iv.	PG - UG	RM 687.50		International
		RM 551.50		Local

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**APPROVAL:**

**APPROVED**

**NOT APPROVED**

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\_\_\_\_\_  
Assistant Hostel Manager/  
Hostel Manager  
(Signature & Official Stamp)

\_\_\_\_\_  
Date