



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

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

MAHALLAH - from Mahallah _____ to Mahallah _____

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 (for Medical Health Reason).
- 3) Processing fee of RM10.00 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

RECOMMENDATION:

RECOMMENDED

NOT RECOMMENDED

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

Date

APPROVAL:

APPROVED

NOT APPROVED

Principal
(Signature & Official Stamp)

Date