

HOSTEL ACCOMMODATION APPLICATION FORM

Accommodation Type: Single / Shared Unit No:

How to complete the form:

1. Please write in **BLOCK LETTERS**.
2. One (1) passport-size colour photograph.
3. All monthly payments should be made via **cash, cheque or bank draft**. Payments other than **cash** should be made in favour of **GOON INTERNATIONAL COLLEGE**.

Photograph

STUDENT PARTICULARS

Name:

Matric No: Course:

Sex: M / F IC No (New): Date of Birth: Nationality:

Race: Religion: H/P No: Email:

Permanent Address:

..... Medical Illness (if any): Smoker: Yes / No

PERSON TO CONTACT IN CASE OF EMERGENCY

Name: Relationship:

H/Phone No: House No: Office No:

GENERAL CONDITIONS FOR ACCOMMODATION BOOKING

1. Rooms are allocated on a **first-come-first-serve-basis** and **3 months hostel free** for **ONLY** for **outstation students**.
2. Students is eligible for free hostel if they complete the course. If at all student stop the college in halfway then they need to pay for the hostel. Free Hostel Not applicable for them.
3. Student need to pay monthly RM 35.00 as a utilities payment from the day 1 .
4. Booking confirmations by payment of one (1) month deposit [hostel & utilities] and (1) month rental fee required before student check-in hostel and payment must be received by the Finance and Accounts Division of the College, for those who are unable to do so, the College will not be able to guarantee the accommodation requested. Thereafter, rent must be paid on a calendar month basis on or before the 7th day of each month.
5. Hostel Deposit & Utilities Deposit RM 350.00 are refundable with the condition of fulfilling the tenancy agreement rules and regulations. Please refer to the refund policy.
6. Students has option to choose better room with higher rent. The rate between RM 250.00 – RM 300.00 per month.
7. All applicants are required to sign a tenancy agreement for a minimum period of one (1) academic year (12 months).

Declaration

1. I understand and accept the general conditions for booking of hostel accommodation.
2. I declare that the particulars in this application form are true to the best of my knowledge, and I have not wilfully suppressed any material fact. Any misrepresentation or omission of information will render me ineligible for student accommodation.
3. I undertake to abide by the Tenancy Agreement and Hostel Accommodation Code of Conduct.

NOTE : WE AS A PARENTS/GUARDIAN AGREE TO BARE STUDENTS HOSTEL & UTILITIES FEES AS A GUARANTOR.

Name : Signature: H/P Num:

FOR STUDENT AFFAIRS DIVISION

New Applicant ☐ Continuing Resident ☐ Check-in Date:

Hostel Deposit: RM..... Utilities Deposit: RM..... Receipt No & Bank Draft No:

Authorized Signature: Remark:

STUDENT HOSTEL ACCOMMODATION

CODE OF CONDUCT

1. All residents are required to carry their valid identity card issued to them by the University.
2. Residents must ensure that the doors are locked and all electrical switches are switched off when not in use.
3. The responsibility for overall cleanliness of their unit lies with the residents of the respective unit.
4. All residents are expected to be in the hostel before 10.00pm and residents who wishes to be away from the hostel after that time, must obtain prior permission from the Student Affairs Division (SAD).
5. All visitors must register at the security station upon arrival and departure. No visitors are allowed after 9.00pm
6. Residents are strictly prohibited from admitting strangers or persons of the opposite sex into the hostel room.
7. Only immediate family members can visit their children in lobby. Family members / guardian are NOT ALLOWED to meet at their respective unit. The resident must inform and seek approval from SAD.
8. Parents cannot be involved in any issue regarding hostel, any issue students need to deal directly with the college.
9. Students are not allowed to bring any valuable item. College will not be responsible with any lost or stolen item.
10. Residents are personally responsible for ensuring all visitors comply with the rules and regulations and they would not cause any inconvenience to other residents.
11. Visitors are strictly prohibited from staying overnight.
12. Residents must seek prior approval to leave the hostel at any other times.
13. Residents are not permitted to give their hostel keys to any other person to use while they are away. Residents found committing such an offence will be evicted.
14. Gambling/gaming which involves betting is strictly not allowed within the hostel premises
15. Vandalism or removing hostel/university property is a very serious offence. Residents found guilty can or will be evicted from the residence. The cost of making good any items vandalized will be charged accordingly to the resident.
16. Viewing, possession and or dissemination of pornographic materials are strictly prohibited.
17. Residents found causing embarrassment, unsolicited compliments, sexually tainted jokes, spreading false rumors will be evicted from the residence.
18. Fighting or any physical violence is not allowed. Residents found committing such an offence will be evicted
19. Residents must obtain prior permission before organizing any social events in the hostel.
20. The University reserves the right to alter, amend, add or delete any of the rules and regulations at any time without prior notice.
21. The University reserves the right for its designees to enter and inspect a residence in the interests of safety and proper conduct of the students. Entry can be made at any time, whether or not the students are present, and without prior notice to the students.
22. Management is not responsible to monitor students who comes back late after 10pm because most of the students are working part time. Please ensure extra care for your children.
23. **Smoking, consumption of alcohol and drugs are strictly prohibited. (SIGNATURE)**
24. **Electronic cigarettes and other electronic smoking devices such as shisha pens will be confiscated by the management if found in the hostel. Any illegal businesses are strictly prohibited. (SIGNATURE)**

NOTE: Only Hostel Fees is free for 3 months whereas *Electric Bill & Water Bill* need to pay monthly RM 35

Parent's / Guardian

Student's Name : _____ **Parent's Name :** _____

Signature : _____ **Signature :** _____

Date : _____ **Date :** _____