

A · P · U

ASIA PACIFIC UNIVERSITY
OF TECHNOLOGY & INNOVATION

ACCOMMODATION APPLICATION FORM

2022

Please complete this form if you require assistance in obtaining accommodation

www.apu.edu.my

SECTION A: PERSONAL DETAILS

Full Name _____

IC/Passport No _____ Male Female Email _____

Religion _____ Nationality _____ Arrival Date _____

(Expected Arrival Date)

Home Address _____

Mobile _____

CONTACT PERSON IN CASE OF EMERGENCY

Name _____ Mobile _____ Relationship _____

PLEASE SELECT 3 TYPES OF ROOMS IN ORDER OF PREFERENCE

(e.g. TYPE [OP] ROOM [OP1] for Premium - En-Suite Single with Common Kitchen)

Choice 1: TYPE [] ROOM [] Choice 2: TYPE [] ROOM [] Choice 3: TYPE [] ROOM []

SECTION B: ON-CAMPUS ACCOMMODATION



On-Campus Accommodation is located within APU's Campus in Technology Park Malaysia. The Accommodation is equipped with 24/7 security and access card control. Students staying in the Accommodation will have access to the campus facilities directly, such as the SweatZone, Swimming Pool, Residence Lounge and more.

EN-SUITE ROOMS WITH COMMON KITCHEN

A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator.

All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks.

Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OSP] SUPER PREMIUM

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OSP]	En-Suite Single (170+ Sq. Ft. - Extra large room with fridge, table lamp and extra storage spaces)	RM 1,350 (USD 340)*	En-Suite Single Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Wall Mirror, Under Bed Drawers for more storage, Sofa, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	RM 400 (USD 100)*
[OSP1]	En-Suite Single (150+ Sq. Ft. - Larger room with fridge and table lamp)	RM 1,120 (USD 285)*	En-Suite Single Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	
[OSP2]	En-Suite Twin (225+ Sq. Ft. - Large room with fridge)	RM 920 (USD 230)* per person	En-Suite Twin Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Fridge, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	
[OSP3]	En-Suite Twin (200+ Sq. Ft. - Room with fridge & extra storage spaces)	RM 890 (USD 225)* per person	En-Suite Twin Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are furnished with a sleek and modern finish with premium furniture including Study Table with Study Lamp, Ample space for your belonging with a Tiered Storage Racks & Bookshelves, Wall Mirror, Fridge, Wardrobe, Under Bed Drawers for more storage, Comfortable 9" Spring Mattress with Headboard and Wi-Fi Internet.	

ACCOMMODATION TYPE / ROOM TYPE ARE SUBJECT TO AVAILABILITY AND ON FIRST COME, FIRST SERVED BASIS.

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** Measurements in Sq. Ft. are approximate.

SECTION B: ON-CAMPUS ACCOMMODATION

EN-SUITE ROOMS WITH COMMON KITCHEN

A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator. All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OP] PREMIUM

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OP1]	En-Suite Single (130+ Sq. Ft.)	RM 1,010 (USD 255)*	En-Suite Single Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 100)*
[OP2]	En-Suite Twin (210+ Sq. Ft.)	RM 840 (USD 210)* per person	En-Suite Twin Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	

TYPE [OD] DELUXE

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OD]	En-Suite Single (125+ Sq. Ft.)	RM 950 USD 240)*	En-Suite Single Deluxe Rooms are Air Conditioned Rooms with attached bathrooms. They are equipped with deluxe furniture including Study Table, Bed Side Table, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and WI-FI Internet.	RM 400 (USD 100)*

TYPE [OC] COMPACT

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OC]	En-Suite Single (120+ Sq. Ft.)	RM 850 (USD 215)*	En-Suite Single Compact Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with furniture including Study Table, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 100)*

TWO ROOMS UNIT WITH KITCHEN

A Common Kitchen is available in the two rooms unit and is equipped with stove, microwave oven and refrigerator. All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. The common shared area is cleaned twice a week. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OCTS] SUPER PREMIUM ++

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OCTS]	En-Suite Single (220+ Sq. Ft. - Extra large room with fridge and table lamp)	RM 1,490 (USD 375)*	En-Suite Single Super Premium ++ Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	RM 400 (USD 100)*

TYPE [OCTP] PREMIUM ++

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OCTP]	En-Suite Single (180+ Sq. Ft.)	RM 1,300 (USD 330)*	En-Suite Single Premium ++ Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 100)*

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SECTION B: ON-CAMPUS ACCOMMODATION

DUAL KEY – PREMIUM ROOMS WITH PANTRY & SHARING AMENITIES (SHOWER, TOILET & SINK)

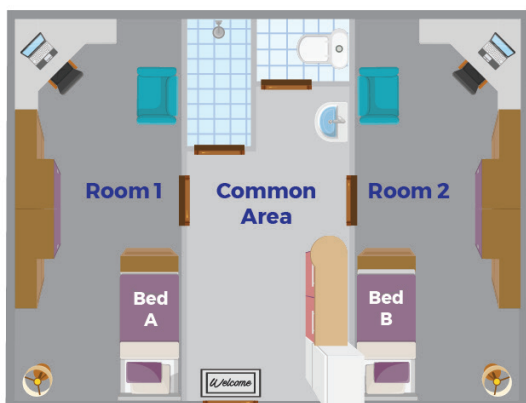
These units are furnished with premium finish with a common shared pantry. Each unit has 2 Rooms with a common area that has access to separate Toilet, Separate Shower and Separate Sink with a Mirror to be shared by 4 students with Twin Rooms or by 2 students for Single Rooms. The unit has a common pantry equipped with a bar table comes with a microwave oven, electrical kettle, refrigerator, shelves and ironing board. The shower area is equipped with water heater and towel racks.

A Common Kitchen is also available at each floor and is equipped with stove, microwave oven and refrigerator.

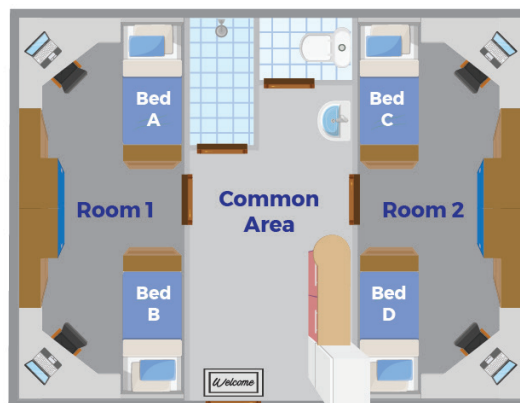
Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OCD] DUAL KEY PREMIUM ROOMS

	ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OCDS]	Single Room (Approx 230-250 Sq. Ft. - with extra storage spaces)	RM 1,350 (USD 340)*	Single Premium Rooms are Air-Conditioned Rooms with sharing amenities in common area within the unit. They are furnished with premium furniture including Study Table with Study Lamp, ample space for your belonging with a Tiered Storage Racks & Bookshelves, Sofa, Wardrobe, Standing Lamp, Under Bed Drawers for more storage, Comfortable 9" Spring Mattress with Headboard and Wi-Fi Internet.	RM 400 (USD 100)*
[OCDT]	Twin Room (Approx 230-250 Sq. Ft. - with extra storage spaces)	RM 720 (USD 180)* per person	Twin Premium Rooms are Air-Conditioned Rooms with sharing amenities in common area within the unit. They are furnished with a sleek and modern finish with premium furniture including Study Table with Study Lamp, ample space for your belonging with a Tiered Storage Racks & Bookshelves, Wardrobe, Under Bed Drawers for more storage, Comfortable 9" Spring Mattress with Headboard and Wi-Fi Internet. The common shared area is cleaned twice a week.	



[OCDS] Dual Key - Single Rooms



[OCDT] Dual Key - Twin Rooms

Note : Layout shown above are for illustration purpose only. Actual room layout may vary.

APARTMENT WITH KITCHEN - 5 ROOMS IN AN APARTMENT

A Common Kitchen is available at each apartment and is equipped with stove, microwave oven and refrigerator.

All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks.

The common shared area is cleaned twice a week.

Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OCAP] PREMIUM ROOM IN APARTMENT

	APARTMENT ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OCAP]	En-Suite Single (150+ Sq. Ft.)	RM 1,080 (USD 275)*	En-Suite Single Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 100)*

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SECTION B: ON-CAMPUS ACCOMMODATION

APARTMENT WITH KITCHEN - 5 ROOMS IN AN APARTMENT

A Common Kitchen is available at each apartment and is equipped with stove, microwave oven and refrigerator. All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. The common shared area is cleaned twice a week. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OCAS] DELUXE ROOM IN APARTMENT

	APARTMENT ROOM TYPE	RATE PER MONTH		COVER CHARGE
[OCAS1]	En-Suite Single (145+ Sq. Ft.)	RM 1,050 (USD 265)*	En-Suite Single Deluxe Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with deluxe furniture including Study Table, Bed Side Table, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 100)*
[OCAS2]	En-Suite Twin (180+ Sq. Ft.)	RM 880 (USD 220)* per person	En-Suite Twin Deluxe Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with deluxe furniture including Study Table, Bed Side Table, Wall Mirror, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	

SECTION C: SATELLITE CAMPUS RESIDENCE @ TPM



Satellite Campus Residence is within Technology Park Malaysia (TPM) and next to the APU Campus. It has twin & triple sharing rooms, as well as single occupancy options. Some of the rooms are equipped with Air Conditioning. Each floor has shared common bathrooms, equipped with water heaters. A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator. There is also a shared Study Area with WIFI Internet in the Study Lounge. The rental is inclusive of utilities – water & electricity. Air Conditioners can only be operated from 9 pm to 8 am. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [ST] STANDARD ROOMS – SATELLITE CAMPUS RESIDENCE @ TPM

ROOM TYPE	TRIPLE SHARING	TWIN SHARING	SINGLE OCCUPANT	COVER CHARGE
Standard Room	[ST1] - RM 350 (USD 90)*	[ST4] - RM 490 (USD 125)*	-	RM 150 (USD 35)*
Standard Room A/C	[ST2] - RM 450 (USD 115)*	[ST5] - RM 590 (USD 150)*	-	
Deluxe Room A/C with shared attached bath/toilet	[ST3] - RM 550 (USD 140)*	-	[ST6] - RM 740 (USD 185)*	

ALL ROOMS are equipped with basic amenities including Bed, Wardrobe and Study Tables.

PLEASE NOTE THAT THE AIR CONDITIONERS FOR SATELLITE CAMPUS RESIDENCE @ TPM CAN ONLY BE OPERATED ACCORDING TO THE SCHEDULE BELOW

AIR CONDITIONING SCHEDULE	Weekdays & Weekends (Monday-Sunday)	[9 PM – 8 AM]
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FREE shuttle service between the University and LRT station is provided for students who stay at the University-managed accommodations in Technology Park Malaysia (TPM). Students will have to show your travel pass to the bus driver to be eligible to board the shuttle. This is part of the accommodation package provided to students at APU's accommodation. Students who are not staying at APU's accommodation could still use this service for free from LRT Station.

ACCOMMODATION TYPE / ROOM TYPE ARE SUBJECT TO AVAILABILITY AND ON FIRST COME, FIRST SERVED BASIS.

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SECTION D: IMPORTANT INFORMATION

ON-CAMPUS ACCOMMODATION

COVER CHARGE

Students are required to pay a one-time cover charge regardless of duration of stay. It includes a welcome pack with a bed sheet, pillow and mattress protector. Comforter is optional at **RM 100 (USD 25)***.

On-Campus Cover Charge : **RM 400 (USD 100)***

SECURITY ACCESS CARD

Students staying at On-Campus accommodation will need to use APCARD to access their apartment and rooms. Students will be charged **RM 100 (USD 25)*** to replace the lost or damaged cards. Students need to return the access card upon check-out from the accommodation.

CARPARK

Students can purchase season parking in the carpark.

BOOKING GUIDELINES

Room options are available on a **FIRST COME, FIRST SERVED BASIS**. Your selected accommodation is **ONLY GUARANTEED**, if you have paid **TWO (2)-MONTHS' DEPOSIT** and **ONE(1)-MONTH RENTAL** in advance at the time of booking and once University has confirmed your booking. You are required to have a mattress protector & bed sheet before being allowed to use the beds; you will be given the Bed Set once you have paid for the cover charge. Additional Bed Sets can be purchase for RM 100 (USD 25)*. Students would be charged a fine of RM 50 (USD 10)* for each non-compliance if the mattress protector is not used at all times on the beds.

The tenancy is for a **MINIMUM PERIOD OF 4 (FOUR) MONTHS**. Students are required to pay **TWO (2)-MONTHS' DEPOSIT** and **ONE(1)-MONTH RENTAL**. Students need to provide **2 months' notice** in writing in order to get their deposit refunded. Student will be required to stay for a minimum of 4 months. Failure to fulfill the minimum tenancy period will result in **FORFEITURE OF THE DEPOSIT in FULL**.

ELECTRICITY USAGE

Electricity usage in the room is on "Pay as you Use" basis using APCARD. You will be charged for actual electricity usage on a monthly basis. New tenants are required to pay RM100 (USD 25) as an initial Top-up which will be used to cover electricity usage after moving into the accommodation unit until the next top-up is required.

LAUNDRY FACILITIES

Self-service launderette is available in the accommodation on "Pay as you Use" basis.

CHECK OUT PROCEDURE

2 Month Advance Notice of Vacancy is needed with parent consent letter before check out, failure to provide the required documents will result in **TWO (2)-MONTHS' DEPOSIT FORFEITED**.

Time: Monday to Saturday - 10am to 12pm. Late check-out will be subjected to a surcharge of RM10/hour

CAMPUS CONNECT @ APU

Free regular transportation - Campus Connect @APU is provided to and from the LRT for Students staying in APU Accommodation on weekdays.

SATELLITE CAMPUS RESIDENCE @ TPM

COVER CHARGE

Students are required to pay a one-time cover charge regardless of duration of stay. It includes a welcome pack with a bed sheet, pillow and mattress protector. Comforter is optional at **RM 100 (USD 25)***.

Satellite Campus Residence Cover Charge : **RM 150 (USD 35)***

SECURITY ACCESS CARD

Students staying at Satellite Campus Residence @ TPM will need to use APCARD to access their apartment and rooms. Students will be charged **RM 100 (USD 25)*** to replace the lost or damaged cards. Students need to return the access card upon check-out from the accommodation.

CARPARK

Students can purchase season parking in the carpark.

BOOKING GUIDELINES

Room options are available on a **FIRST COME, FIRST SERVED BASIS**. Your selected accommodation is **ONLY GUARANTEED**, if you have paid **TWO (2)-MONTHS' DEPOSIT** and **ONE(1)-MONTH RENTAL** in advance at the time of booking and once University has confirmed your booking. You are required to have a mattress protector & bed sheet before being allowed to use the beds; you will be given the Bed Set once you have paid for the cover charge. Additional Bed Sets can be purchase for RM 100 (USD 25)*. Students would be charged a fine of RM 50 (USD 10)* for each non-compliance if the mattress protector is not used at all times on the beds.

The tenancy is for a **MINIMUM PERIOD OF 4 (FOUR) MONTHS**. Students are required to pay **TWO (2)-MONTHS' DEPOSIT** and **ONE(1)-MONTH RENTAL**. Students need to provide **2 months' notice** in writing in order to get their deposit refunded. Student will be required to stay for a minimum of 4 months. Failure to fulfill the minimum tenancy period will result in **FORFEITURE OF THE DEPOSIT in FULL**.

ELECTRICITY USAGE

The rental is inclusive of utilities - water & electricity. Please note that the Air Conditioners (where applicable) for Satellite Campus Residence @ TPM can only be operated from 9 PM to 8 AM.

LAUNDRY FACILITIES

Self-service launderette is available in the accommodation on "Pay as you Use" basis.

CHECK OUT PROCEDURE

2 Month Advance Notice of Vacancy is needed with parent consent letter before check out, failure to provide the required documents will result in **TWO (2)-MONTHS' DEPOSIT FORFEITED**.

Time: Monday to Saturday - 10am to 12pm. Late check-out will be subjected to a surcharge of RM10/hour

CAMPUS CONNECT @ APU

Free regular transportation - Campus Connect @APU is provided to and from the LRT for Students staying in APU Accommodation on weekdays.

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SECTION D: IMPORTANT INFORMATION

All students intending to live at APU accommodation are required to provide **7 days' notice prior to arrival**. If the student arrives less than 7 days after confirming the accommodation, students will need to stay at Hotel at their own cost if APU accommodation is not available.

Students will **NOT** be allowed to check-in to the accommodation without the 2-months' Deposit and 1 month Rental and Cover Charge. APU reserve the right to refuse any bookings and would immediately terminate the use of APU accommodation for non-payments or non-compliance with the rules and regulations.

Student will be required to stay for a minimum of 4 months. Failure to fulfill the minimum tenancy period will result in **FORFEITURE OF THE DEPOSIT in FULL**.

SECTION E: DECLARATION

I, the undersigned, hereby:

1. Confirm my understanding that this accommodation application is **SUBJECT TO ROOM AVAILABILITY** and that APU reserves the right to assign any other type of accommodation available, should bookings and payments not be made on time.
2. Confirm that I have read the accommodation Rules and Regulations (can also be downloaded from our website at <https://www.apu.edu.my/life-apu/accommodation> and agree to abide by the said rules and regulations.
3. Confirm that I will pay the accommodation fees and deposit by the required dates.
4. Confirm that I understand the Internet Service is subject to availability by the service provider.
5. Confirm that I would be responsible for all items within the room/unit and would pay for any damages during my stay.
6. Confirm that I will respect the other occupant's privacy and would not make excessive noise or hold gathering in the units and facilities without prior approval from the University.
7. Confirm that I am not allowed to bring any guests to the accommodation.
8. Confirm that I understand that in an event any of the rules & regulations is violated, I will be asked to leave the accommodation within 24 hours and any deposits will be forfeited.
9. Confirm that I understand that smoking, use of any drugs and consuming alcohol is not allowed in the room/unit or in the associated facilities with the apartments.
10. Confirm that any exceeded utility or damages in the room/unit not reported will be charged to all students staying in the room/unit.
11. Confirm that I need to pay overstay charges if I fail to check-out from the accommodation on the necessary dates.
12. Confirm that I understand that in the event I fail to pay my rental on time, the University has the right to move me out of the accommodation.
13. Rental, facilities, equipment and services currently provided at any of the accommodation unit is subject to changes or revision from time to time and maybe effective at anytime without prior notice.

Student's Signature _____

Application Date _____

OFFICIAL USE ONLY

ASSIGNED APT/ROOM NO	INTAKE CODE	STUDENT ID NO.	CONFIRM BY	DATE

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Accommodation Rules & Regulations can also be downloaded from our website at <http://www.apu.edu.my/accommodation>

PRIVACY STATEMENT

The purpose of requesting the personal data in this form is to assist us in processing your accommodation application and for statistical and information purposes. If you choose not to complete all the required sections or do not provide all the required information, it may not be possible to process your application. Access to the personal data you provide will be strictly on a need to know basis. By providing the personal data on this form, you give your consent to allow personal data and information to be processed securely and confidentially.

Tujuan kami meminta segala data peribadi anda di dalam borang ini adalah untuk membantu kami dalam memproses permohonan penginapan dan untuk tujuan statistik dan maklumat. Jika anda memilih untuk tidak melengkapkan semua bahagian yang diperlukan atau tidak menyerahkan semua maklumat yang diperlukan, kami tidak dapat memproses permohonan anda. Kami hanya akan rujuk data peribadi anda untuk mengetahui segala maklumat yang perlu diketahui. Dengan mengisi maklumat peribadi pada borang ini, anda memberikan persetujuan untuk membenarkan data peribadi dan maklumat diproses dengan selamat dan sulit.