



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

APPLICATION TO CHANGE (Please select) :-

ROOM From : _____ (Room No) To : _____ (Room No)

ROOM TYPE From : (Quad/TS/Single?exec) Room To : (Quad/TS/Single?exec) Room

MAHALLAH From : Mahallah _____ To : Mahallah _____

A. PERSONAL INFORMATION

Name : _____

Matric No : _____ Email : _____

Contact No : _____

B. REASON

Note : 1) Please attach your *Latest Account Statement* from Student Unit, Finance Division

(Applicable for Change of Room Type / Mahallah)

2) For health reason, please attach Medical Letter / Certification from IIUM Health Centre / Malaysian Government Hospital. **(Applicable for all)**

3) Application is subject to **processing fee** of RM 5 (Change of Room/ Room Type) and RM 10 (Change of Mahallah)

4) 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.

Applicant's Signature

Date

FOR OFFICE USE:

APPROVAL (*Applicable for Change of Room / Change of Mahallah*)

APPROVED

NOT APPROVED

Officer in charge, Residential and Services Department
(Signature & Official Stamp)

Date