

SUNWAY MONASH RESIDENCE RESIDENCE APPLICATION FORM

Please attach 1
recent
photograph

Note: Please write in BLOCK LETTERS only.

Applicant's Details

Name (as in NRIC or Passport)	<input type="text"/>		
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	NRIC/Passport No.	<input type="text"/>
Date of Birth	<input type="text"/>	Nationality	<input type="text"/>
Contact No.	<input type="text"/>	Religion	<input type="text"/>
E-mail Address	<input type="text"/>		
Permanent Home Address	<input type="text"/>		
City	<input type="text"/>	State	<input type="text"/>
		Post Code	<input type="text"/>

Emergency Contact (Parent/Next of Kin)

Name	<input type="text"/>		
Home Address (If differ from above)	<input type="text"/>		
City	<input type="text"/>	State	<input type="text"/>
		Post Code	<input type="text"/>
Contact No. (Please include international code)	<input type="text"/>	Relationship	<input type="text"/>
E-mail Address	<input type="text"/>	Occupation	<input type="text"/>

Enrolment Details

Sunway University	<input type="checkbox"/>	Sunway College	<input type="checkbox"/>	Monash University Malaysia	<input type="checkbox"/>	Le Cordon Bleu	<input type="checkbox"/>
Programme Enrolled	<input type="text"/>						
Programme Intake Date	<input type="text"/>	Proposed Check-In Date	<input type="text"/>				

Rental Rates Per Person (subject to availability)

ROOM TYPE	DEPOSIT (MYR)	PROCESSING FEE (MYR)	RENTAL PER QUARTER (MYR)	TOTAL 1 ST PAYMENT (MYR)
<input type="checkbox"/> TWIN-SHARING	1500	300	2340	4140
<input type="checkbox"/> SINGLE	1500	300	3450	5250
<input type="checkbox"/> SINGLE (ENSUITE)	2000	300	4950	7250

Special Requests (Subject to Availability)

Payment Details

Payment can be made via cash, crossed cheque or telegraphic transfer to the following bank account details:

Payee Name	: SUNWAY EDUCATION GROUP SDN. BHD.	Bank Account No.	: 352-063093-101
Bank Address	: HSBC Bank (M) Bhd, Unit 2A & 2A-A, Jalan USJ 10/1B, 47610 Subang Jaya, Selangor Darul Ehsan, Malaysia.	Swift Code	: HBMBMYKL
		Beneficiary ID	: 146440K

For direct bank-in or telegraphic transfer, please e-mail the proof of payment/TT transaction slip to smrenquiry@sunway.edu.my.

Salient Terms & Conditions of Application

1. Application can only be made after the applicant has successfully enrolled in Sunway University, Sunway College, Monash University Malaysia or Le Cordon Bleu.
2. Applications are to be made at least 60 days prior to the proposed check-in date.
3. Applicants are required to pay a **Non-Refundable** residence application fee of MYR500 when submitting their Residence Application Form. The Management reserves the right not to process any late bookings and/or incomplete Residence Application Forms and/or where the residence application fee is not attached or if the amount is incorrect.
4. The Non-Refundable residence application fee of MYR500, if the applicant check-in will be taken towards payment of the Processing Fee MYR300 and the balance towards partial rental of MYR200.
5. All applications are processed on a first come first served basis. Applicants who are unsuccessful in securing their preferred room type will be offered the next best alternative.
6. The Management will try to accommodate special requests wherever possible subject to the availability of rooms. However, the fulfilment of such requests **are not guaranteed** (MYR100 per request, if fulfilled).
7. Any request to change the check-in date must be made in writing (by e-mail to smrenquiry@sunway.edu.my) at least fourteen (14) days prior to the proposed check-in date. Failure to check-in after the Proposed Check-in Date will result in forfeiture of the Non-Refundable residence application fee made and immediate release of room without further notice.
8. Based on the check-in date, the following shall apply:-
 - From 1st to 14th of the month - full month rental
 - From 15th to 31st of the month - half month rental
9. The minimum tenancy is for a period of three (3) calendar months beginning from the month of check-in. Requests for cancellation or premature termination of the tenancy after check-in will result in total forfeiture of all rentals paid.
10. Residents can terminate the tenancy after a minimum stay of three (3) calendar months, by giving at least one (1) calendar month's written notice. Failure to provide one (1) calendar month's advance notice will result in the forfeiture of one (1) month's rental.
11. Residents are required to pay their rental in advance on a quarterly basis, which is three (3) months. The quarters mentioned are Jan-Mar, Jul-Sep, Oct-Dec. All rentals are adjusted to the above quarters from the second quarter stay.
12. Applicants are to update the Management immediately upon any change(s) to personal and/or parents'/guardians' details.
13. The Management reserves the right to change/amend any of the conditions stated where deemed necessary.

Declaration

1. I understand and accept the salient Terms & Conditions of Application stated above.
2. I declare that the particulars in this application are true to the best of my knowledge, and I have not willfully suppressed any material fact. Any misrepresentation or omission of information will render me ineligible for student accommodation.
3. I undertake to abide by the Residence Rules & Regulations or risk the penalties stipulated therein.

Signature of Applicant

Date

Name and Signature of Parent/Guardian
(For applicants below 18 years of age)

Date

SUNWAY MONASH RESIDENCE

Address: Persiaran Tasik Barat, Sunway South Quay, Bandar Sunway, 47500 Subang Jaya, Selangor Darul Ehsan.
Tel No.: 603-7450 5500 Fax No.: 603-5612 3050 Email Address: smrenquiry@sunway.edu.my