

APPLICANT DETAILS					
Name (as in NRIC or Passport)				Please attach 1 recent photograph	
NRIC/Passport No					
Date of Birth (DD/MM/YY)					
Contact Number					
Gender	Male ()	Female ()			
Nationality					
Religion					
Email Address	(1)				
	(2)				
Permanent Home Address	Post Code		City		
	State		Country		

EMERGENCY CONTACT (PARENTS / NEXT OFKIN)				
Name (as in NRIC / Passport)				
NRIC/Passport Number		Contact Number		
Email Address				
Permanent Home Address (If Different from above)	Post Code		City	
	State		Country	
Relationship		Occupation		

COURSE ENROLMENT DETAILS				
Sunway University ()	Sunway College ()	Monash University ()	42KL ()	Others: _____
Program Enrolled				
Program Intake Date		Proposed Check-In Date (Compulsory)		

ROOM SELECTION AND RENTAL RATES PER PERSON				
<i>*Kindly indicate minimum two (2) choices by priority (i.e. 1, 2, etc.)</i>				
Room Type	Deposit (MYR)	Processing Fee (MYR)	Monthly & Quarterly Rental (MYR)	Total 1 st Payment (MYR)
SUN-U APARTMENT (Non-Air-conditioned)				
Four Sharing (Near Door)	840	300	420 (1,260/qtr)	2,400
Four Sharing (Near Window)	1,000	300	500 (1,500/qtr)	2,800
Twin Sharing	1,240	300	620 (1,860/qtr)	3,400
Twin Sharing (Air-conditioned)	1,720	300	860 (2,580/qtr)	4,600
SUN-U RESIDENCE (Air-conditioned)				
Twin Sharing (Small Room)	1,500	300	700 (2,100/qtr)	3,900
Twin Sharing	1,500	300	780 (2,340/qtr)	4,140
WATERFRONT RESIDENCE (Air-conditioned)				
Twin Sharing	1,720	300	860 (2,580/qtr)	4,600
Single (Room 8)	2,100	300	1,050 (3,150/qtr)	5,550
Single	2,500	300	1,250 (3,750/qtr)	6,550
*NOOK CO-LIVING (Air-conditioned)				
<i>Note: The minimum tenancy contract for Nook Residence is for one year from the month of check-in.</i>				
Twin Sharing	1,820	300	910 (2,730/qtr)	4,850
Single (Small)	2,500	300	1,250 (3,750/qtr)	6,550
Single (Big)	2,700	300	1,350 (4,050/qtr)	7,050
Single (View)	2,900	300	1,450 (4,350/qtr)	7,550
Single (Ensuite)	3,800	300	1,900 (5,700/qtr)	9,800
Studio	5,000	300	2,100 (6,300/qtr)	11,600

SALIENT TERMS AND CONDITIONS

APPLICATION

- Application can only be made after the applicant has successfully enrolled in Sunway University, Sunway College, Monash University Malaysia, Le Cordon Bleu, or other higher education institutes recognized by the Ministry of Higher Education.
- Applications are to be made at least 30 days prior to the proposed check-in date.
- All applications are processed on a first-come, first-served basis. In the event that the applicant's preferred room type is unavailable, they will be offered the next best alternative.
- The Sunway House Student Residences Management will try to accommodate special requests wherever possible subject to the availability of rooms. However, the fulfilment of such requests is not guaranteed (MYR100 per request, if fulfilled).

FEES

- Applicants are required to pay a Non-Refundable residence application fee of MYR500 when submitting their Residence Application Form. The Sunway House Student Residences 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.
- The Non-Refundable residence application fee of MYR500, if the applicant check-in will be taken towards payment of the Processing Fee of MYR300 and the balance towards partial rental of MYR200.
- The Non-Refundable Residence Application Fee of MYR500 is valid for one year from the day the applicant submits their application form and will be forfeited should the applicant did not check in to the Residence due to any whatsoever reason.
- If you are a returning resident, please note that any carried forward deposit and/or excess payment must be utilized within 12 months. Failure to reapply and confirm your next stay with us will result in deposit and/or excess payment being forfeited.
- Applicants are required to complete the full payment of the Residence Deposit and Rental as listed on the Residence Application Form/Confirmation Letter at least one (1) week prior to arrival before he/she will be permitted to occupy a room. For applicants whose payments are not finalized upon their check-in, they will be placed in the Guest Rooms from MYR100.00 per night until payment is complete and verified.

CHECK-IN

- 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: Additional half-month rental
- Details on the tenancy period, notice termination, tenancy renewal, premature termination, and deposit refund are provided below:

Residence	Minimum Tenancy Period	Termination Notice Period	Tenancy Renewal	Premature Termination	Deposit Refund
Sun-U Apartment	3-Months	1-Month before the contract expiry date. Failure to give one-month notice will result in a one-month rental penalty.	Every 3-Months	Forfeit of all rentals paid	Yes, provided completes the 3-month contract & submits the termination form 1 month before the contract expiry date.
Sun-U Residence	3-Months	1-Month before the contract expiry date. Failure to give one-month notice will result in a one-month rental penalty.	Every 3-Months	Forfeit of all rentals paid	Yes, provided completes the 3-month contract & submits the termination form 1 month before the contract expiry date.
Waterfront Residence	3-Months	1-Month before the contract expiry date. Failure to give one-month notice will result in a one-month rental penalty.	Every 3-Months	Forfeit of all rentals paid	Yes, provided completes the 3-month contract & submits the termination form 1 month before the contract expiry date.
Nook Co-Living	1-Year	1-Month before the contract expiry date. Failure to give one-month notice will result in a one-month rental penalty.	Every 1-Year	Forfeit of all deposit	Yes, provided completes the 1-year contract & submits the termination form 1 month before the contract expiry date.

- Requests to change room or residence upon the check-in day will not be entertained. Applicants may apply for a room or residence transfer by filling out a Transfer Form (subject to availability). All transfer requests may require at least 30 days to be put into effect, and a transfer fee will be incurred upon successful transfers.
- Any request to change the check-in date must be made in writing (by e-mail to: enquiry_residence@sunway.edu.my) at least fourteen (14) days prior to the new 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.

OTHERS

- Applicants are to update the Management immediately upon any change(s) to their personal and/or parents'/guardians' details.
- The Management reserves the right to change/amend any of the conditions.

PAYMENT DETAILS

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

Payee Name	: SUNWAY COLLEGE (KL) SDN BHD.	Bank Account No.	: 512 316 629 626
Bank Address	: Malayan Banking Berhad (Maybank), 30-32, Jalan PJS11/28A, Bandar Sunway, 46150 Petaling Jaya, Selangor, Malaysia	Swift Code	: MBBEMYKL
		Beneficiary ID	: 653943A

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

PROMOTIONS

Kindly indicate the name of promotion(s) that you wish to enjoy: -

Approved by (For office use only): -

DECLARATION

- 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.
- I undertake to abide by the Residence Rules & Regulations and any subsequent changes which will be notified from time to time or published on the residence's website.

Signature of Applicant

Date

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

Date