KOLEJ LAILA TAIB

Reg. No. _____

Hostel Application Form

Note:

1. Enclose payment for 1 Academic Normal Semester's rental and a refundable Security Deposit of **RM300.00** in order for your Application to be processed.
2. All payments by cheques should be made payable to **S.U.C. Consortium Sdn. Bhd**.
3. All Hostel allocations are subject to the availability and at the sole discretion of the College.

Please tick (√) the type of Accommodation which you are applying for:

☐ Single ☐ Sharing

A. PERSONAL PARTICULARS

(Please use BLOCK LETTERS)

Full Name (As in I.C./Passport No.)

Religion: _____ Race: _____

Sex: Marital Status: Nationality: Age: ☐☐

Male ☐ Married ☐ Malaysian ☐

Female ☐ Single ☐ Others ☐

_____
(if others please state)

Date of Birth Place of Birth I.C./Passport No.

Date Month Year

Permanent Address

Email Account

Tel: Hand Phone Number:

B. DECLARATION

I confirm that, to the best of my knowledge, the information given in this form is correct and complete. I have read and understood the terms and conditions. I hereby agree to pay all fees due on the dates stipulated by the College. I will abide by the conditions set out, which I accept as conditions of the application. I agree, by signing this form, I am subject to the College's Privacy Notice. I consent the personal data collected herein by Kolej Laila Taib be processed in accordance with the Malaysian Personal Data Protection Act 2010, used for the purpose of administrative, and publicity and/or promotional exercise and other related legal documents.
For more information, please refer to the College's Privacy Notice at www.klt.edu.my

Applicant's signature: _____ Date:_____

C. DECLARATION BY PARENT/ GUARDIAN/ SPONSOR

I hereby agree to pay all fees due on the dates stipulated by the College. I have read and understood the conditions of enrolment. I agree to the term as laid out. I also agree to allow the student to participate in all visitations, for the duration of his/her studies, with the College and will not hold the responsibility for any injuries, death, missing persons or accidents that may occur before, after or during the event.

I agree, by signing this form, I am subject to the College's Privacy Notice. I consent the personal data collected herein by Kolej Laila Taib be processed in accordance with the Malaysian Personal Data Protection Act 2010, used for the purpose of administrative, and publicity and/or promotional exercise and other related legal documents.

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Name of parent or guardian or next of kin

Relationship

Occupation

Home Address

Office Address

Email Account

Tel No.

Tel No.

Signature of Parent/Guardian/Sponsor: _____ Date: _____

D. TERMS AND CONDITIONS

1. **Application Procedure**
   - 1.1 Complete and return the Hostel Rental Instalment Payment Form together with the required rental for 1 normal Academic Semester and the refundable Security Deposit in order for this Application to be processed.
   - 1.2 Hostel availability is subject to the availability and is at the sole discretion of the College.
   - 1.3 The College reserves the right to accept or reject any application at its discretion.
2. A hostel student must stay for **at least 1 normal Academic Semester** in order to avoid the forfeiture of his/her semester rental. Once withdrawn from the program, student is not allowed to stay in the hostel.
3. Should the Student wish to vacate his/her hostel at the end of his/her one year term, he/she will be required to give **30 days** notice to the College. Failure to do so will lead to forfeiture of the Security Deposit.
4. Students wishing to reserve their places at the Hostel for the start of every Semester will be required to pay in advance the Rental for each Semester irrespective of whether they will be occupying the Hostel or not. The schedule of hostel payment is stated in the yearly academic calendar. Any late payment, a penalty of RM 10 per day will be imposed. Failure to comply within 1 month after the schedule payment as stated in the academic calendar will result in eviction from hostel.
5. The Hostels are reserved for outstation students only.
6. Cooking and misbehave are prohibited at any time at hostel. Non-compliance of this rule will result in the management disciplinary action of eviction.
7. The College reserves the right to change its rules and regulations as well as the Hostel Rental from time to time when it is deemed necessary.
8. The Hostel Rental for the new intake students is shown as below:

Semester / Room Type	Hostel Fee Semester 1	Hostel Fee Semester 2	Hostel Fee Short Semester
Sharing Room	RM 1,000	RM 1,000	RM 600
Single Room	RM 1,200	RM 1,200	RM 720