

# APPLICATION FORM 2018



**TAYLOR'S  
HOSTEL MANAGEMENT**

Level 1, The Boardwalk  
No. 2, Jalan Taylor's, 47500 Subang Jaya  
Selangor Darul Ehsan, Malaysia  
Tel : 603-5631 3400 Fax : 603-5631 3457  
Email : taylorshostel@taylors.edu.my

## For Office Use

Attended By :

Remarks :

### **PLEASE COMPLETE THIS FORM IN FULL TO FACILITATE ACCURATE PROCESSING.**

1. Please write in BLOCK LETTERS.
2. Please read and understand the Conditions of Reservation before submitting the application form.
3. Payments can be made via Cash / Crossed Cheque / Credit Card / Bank Draft or Telegraphic Transfer in favour of **Taylor's University Sdn Bhd.**

Please note that incomplete information may result in unnecessary delays in the processing of this application.

## Applicant's Particulars

Name (as per NRIC or Passport)	<input type="text"/>		
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Student ID <input type="text"/>
Date of Birth	<input type="text"/>	NRIC / Passport No.	<input type="text"/>
Country	<input type="text"/>	Nationality	<input type="text"/>
Mobile Contact No.	<input type="text"/>	Home Contact No.	<input type="text"/>
	<i>Please include international code.</i>		<i>Please include international code.</i>
E-mail Address	<input type="text"/>		
Home Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Medical Condition (if any)	<input type="text"/>		
	<i>Please provide medical report for our record &amp; reference in case of emergency.</i>		

## Parent / Guardian / Next of Kin To Contact in Case of Emergency

Name (as per NRIC or Passport)	<input type="text"/>		
Home Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Contact No.	<input type="text"/>	Relationship	<input type="text"/>
	<i>Please include international code.</i>		
E-mail Address	<input type="text"/>		

**NOTE: Local or Foreign Agents are NOT recognised in this capacity.**

## Enrolment & Check-In

Programme Enrolled	<input type="text"/>
Programme Commencement Date	<input type="text"/>
Expected Check-In Date	<input type="text"/>

## How Did You Hear About Us?

<input type="checkbox"/> Website	<input type="checkbox"/> Social Media (Facebook, etc.)	<input type="checkbox"/> Friends and Family	<input type="checkbox"/> Event / Roadshow	<input type="checkbox"/> Brochure / Flyer
<input type="checkbox"/> Taylor's Student / Alumni	<input type="text"/>	<input type="checkbox"/> Others	<input type="text"/>	
	<i>Please provide name of student / alumni.</i>		<i>Please provide brief details.</i>	

## Selection of Accommodation

Please Indicate Preference (1-3)	No. of Pax Per Room	Room Type	Monthly Rental (RM)	Deposit (RM)	6 Months Advance Rental (RM)	Total First Payment (RM)	Total First Payment (est. in USD)
<b>U Residence, Taylor's Lakeside Campus</b>							
	1	En-Suite Single*	1,450	2,500	8,700	11,200	3,200
	2	En-Suite Twin*	980	2,500	5,880	8,380	2,400
	1	Standard Single*	1,150	2,500	6,900	9,400	2,700
	2	Standard Twin*	890	2,500	5,340	7,840	2,250
	1	Standard Single (with kitchenette)**	1,250	2,500	7,500	10,000	2,900
	2	Standard Twin (with kitchenette)**	990	2,500	5,940	8,440	2,450
<b>Ruemz, Taylor's Lakeside Campus</b>							
	2	Superior Queen*	1,150	2,500	6,900	9,400	2,690
	2	Superior Twin*	1,250	2,500	7,500	10,000	2,860
	2	Deluxe King*	1,350	2,500	8,100	10,600	3,030
	1	Standard Single*	1,680	2,500	10,080	12,580	3,600
	1	Standard Double*	2,000	2,500	12,000	14,500	4,150
<p>Estimated Currency Exchange Rate : USD1.00 = RM3.50. The exchange rate shown is subject to bank charges and fluctuations in currency. Any difference shall be dealt with accordingly. All fees are payable in Ringgit Malaysia (RM).</p> <p>*Cooking is PROHIBITED in these units and/or apartments. Residents may use the Common Kitchen facility provided on Level 1.  **Cooking is ALLOWED in these units and/or apartments. Facilities are provided but residents must bring their own cooking utensils and cutlery.</p>							

### Conditions of Reservation

- Only students who have successfully registered in any programme conducted by Taylor's University or Taylor's College may apply for accommodation with Taylor's Hostel Management.
- All successful applicants are required to fulfil an initial **one-year** tenancy agreement.
- Applicants are required to pay a deposit of **RM2,500 (or USD700 for international students)** when submitting the application form. Unless officially notified by Taylor's Hostel Management in writing, the deposit does not guarantee confirmation of desired room type at selected location.
- The deposit is refundable upon the following conditions:
  - The applicant cancels the room booking with written notice a minimum of one (1) month **before** the PROGRAMME COMMENCEMENT DATE, **OR**
  - The applicant fulfils the initial **one-year** tenancy agreement, and subsequent renewed tenancy (if any).
- Should the applicant fail to check-in **after** the PROGRAMME COMMENCEMENT DATE, no refund will be given for all payments made and the room reservation will be released immediately without further notice.
- Applicants are required to pay **six (6) months advance rental** prior to check-in. Thereafter, rental must be paid every six (6) months in advance.
- Rental rates are subject to change. Taylor's Hostel Management will do its best to inform all affected residents. Any other charges including, but not limited to, utilities and penalties will be imposed at the discretion of Taylor's Hostel Management.
- Based on check-in date, the following shall apply:-
  - From 1st to 15th of the month - full month rental
  - From 16th to 31st of the month - half month rental
- Rental rates are inclusive of 240 hours of prepaid air conditioning usage per room. Top-ups are available at our Helpdesk.
- Rooms are allocated on first-come-first-serve basis at the discretion of Taylor's Hostel Management.
- All reservations made are not transferable.
- All refunds must be claimed by the applicant or the applicant's parent/guardian/next of kin within one (1) year from the check-out date. Any claims thereafter will not be entertained.
- Taylor's Hostel Management reserves the right to proceed with any and all refurbishment, improvement, inspection and/or maintenance works in all units and rooms as and when necessary. Residents may not deny any THM staff/THM-appointed contractor entry into any and all units and rooms.
- Taylor's Hostel Management reserves the right to change/amend any of the conditions stated above where necessary without prior notice.

### Declaration

- I understand and accept the above Conditions of Reservation, and undertake to make payment of all sums due in a timely manner if my application is successful.
- I declare that the particulars in this application form 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 House Rules or risk penalties as deemed appropriate by Taylor's Hostel Management.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date