



A . P . U
ASIA PACIFIC UNIVERSITY
OF TECHNOLOGY & INNOVATION

APU RESIDENCE APPLICATION FORM

Please complete this form if you require assistance in obtaining accommodation

2023

www.apu.edu.my

SECTION A: PERSONAL DETAILS

Full Name _____

IC/Passport No _____ ☐ Male ☐ Female Email _____

Religion _____ Nationality _____ Arrival Date _____

(Expected Arrival Date)

Home Address _____

Mobile _____

CONTACT PERSON IN CASE OF EMERGENCY

Name _____ Mobile _____ Relationship _____

PLEASE SELECT 3 TYPES OF ROOMS IN ORDER OF PREFERENCE

(e.g: TYPE [OP] ROOM [OP1] for Premium - En-Suite Single with Common Kitchen)

Choice 1: TYPE [] ROOM [] Choice 2: TYPE [] ROOM [] Choice 3: TYPE [] ROOM []

SECTION B: APU ON-CAMPUS RESIDENCE



APU On-campus Residence is located within APU's Campus in Technology Park Malaysia. The APU On-campus Residence is equipped with 24/7 security and access card control. Students staying in the APU Residence will have access to the campus facilities directly, such as the SweatZone, Swimming Pool, Residence Lounge and more.

EN-SUITE ROOMS WITH COMMON KITCHEN

A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator (not provided in sections with in-room fridge). All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OSP] SUPER PREMIUM

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[OSP]	En-Suite Single (170+ Sq. Ft. - Extra large room with fridge and table lamp)	RM 1,350 (USD 330)*	En-Suite Single Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	RM 400 (USD 95)*
[OSP1]	En-Suite Single (150+ Sq. Ft. - Larger room with fridge and table lamp)	RM 1,170 (USD 285)*	En-Suite Single Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	
[OSP2]	En-Suite Twin (225+ Sq. Ft. - Large room with fridge and table lamp)	RM 920 (USD 225)* per person	En-Suite Twin Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Fridge, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	
[OSP3]	En-Suite Twin (200+ Sq. Ft. - Room with fridge, table lamp & extra storage spaces)	RM 890 (USD 215)* per person	En-Suite Twin Super Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are furnished with a sleek and modern finish with premium furniture including Study Table with Study Lamp, Ample space for your belonging with a Tiered Storage Racks & Bookshelves, Fridge, Wardrobe, Under Bed Drawers for more storage, Comfortable 9" Spring Mattress with Headboard and Wi-Fi Internet.	

APU RESIDENCE TYPE / ROOM TYPE ARE SUBJECT TO AVAILABILITY AND ON FIRST COME, FIRST SERVED BASIS.

* All fees are payable in Ringgit Malaysia (RM). USD fees are indicative amounts only for guidance based on the current exchange rate of USD 1 = RM 4.10 as of 1st January 2023 and are subject to fluctuations in the currency exchange rate.

** Measurements in Sq. Ft. are approximate.

SECTION B: APU ON-CAMPUS RESIDENCE

EN-SUITE ROOMS WITH COMMON KITCHEN

A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator (not provided in sections with in-room fridge). All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OP] PREMIUM

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[OP1]	En-Suite Single (130+ Sq. Ft.)	RM 1,080 (USD 265)*	En-Suite Single Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 95)*
[OP2]	En-Suite Twin (210+ Sq. Ft.)	RM 860 (USD 210)* per person	En-Suite Twin Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	

TYPE [OD] DELUXE

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[OD]	En-Suite Single (125+ Sq. Ft.)	RM 980 (USD 240)*	En-Suite Single Deluxe Rooms are Air Conditioned Rooms with attached bathrooms. They are equipped with deluxe furniture including Study Table, Bed Side Table, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 95)*

TYPE [OC] COMPACT

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[OC]	En-Suite Single (120+ Sq. Ft.)	RM 920 (USD 225)*	En-Suite Single Compact Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with furniture including Study Table, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 95)*

TWO ROOMS UNIT WITH KITCHEN

A Common Kitchen is available in the two rooms unit and is equipped with stove, microwave oven and refrigerator. All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. The common shared area is cleaned twice a week. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [SKSP] SUPER PREMIUM ++

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[SKSP]	En-Suite Single (220+ Sq. Ft. - Extra large room with fridge and table lamp)	RM 1,560 (USD 380)*	En-Suite Single Super Premium ++ Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table with Study Lamp, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard, Mini Fridge and Wi-Fi Internet.	RM 400 (USD 95)*

TYPE [SKP] PREMIUM ++

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[SKP]	En-Suite Single (180+ Sq. Ft.)	RM 1,450 (USD 355)*	En-Suite Single Premium ++ Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 95)*

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SECTION B: APU ON-CAMPUS RESIDENCE

DUAL KEY – PREMIUM ROOMS WITH PANTRY & SHARING AMENITIES (SHOWER, TOILET & SINK)

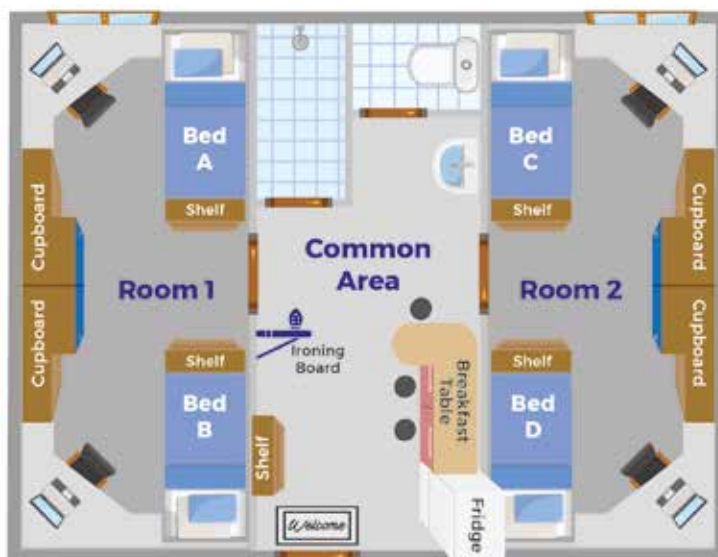
These units are furnished with premium finish with a common shared pantry. Each unit has 2 Rooms with a common area that has access to separate Toilet, Separate Shower and Separate Sink with a Mirror to be shared by 4 students with Twin Rooms. The unit has a common pantry equipped with a bar table comes with a microwave oven, electrical kettle, refrigerator, shelves and ironing board. The shower area is equipped with water heater and towel racks.

A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator (not provided in sections with in-room fridge).

Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [OCD] DUAL KEY PREMIUM ROOMS

	ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[OCDT]	Twin Room (Approx 230-250 Sq. Ft. - with extra storage spaces and table lamp)	RM 790 (USD 190)* per person	Twin Premium Rooms are Air-Conditioned Rooms with sharing amenities in common area within the unit. They are furnished with a sleek and modern finish with premium furniture including Study Table with Study Lamp, ample space for your belonging with a Tiered Storage Racks & Bookshelves, Wardrobe, Under Bed Drawers for more storage, Comfortable 9" Spring Mattress with Headboard and Wi-Fi Internet. The common shared area is cleaned twice a week.	RM 400 (USD 95)*



[OCDT] Dual Key - Twin Rooms

Note : Layout shown above are for illustration purpose only. Actual room layout may vary.

APARTMENT WITH KITCHEN - 5 ROOMS IN AN APARTMENT

A Common Kitchen is available at each apartment and is equipped with stove, microwave oven and refrigerator.

All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks.

The common shared area is cleaned twice a week.

Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [APK] PREMIUM ROOM IN APARTMENT

	APARTMENT ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[SAP]	En-Suite Single (150+ Sq. Ft.)	RM 1,230 (USD 300)*	En-Suite Single Premium Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with premium furniture including Study Table, Bed Side Table with lamp, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 95)*

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SECTION B: APU ON-CAMPUS RESIDENCE

APARTMENT WITH KITCHEN - 5 ROOMS IN AN APARTMENT

A Common Kitchen is available at each apartment and is equipped with stove, microwave oven and refrigerator. All Rooms have attached bathrooms and are equipped with water heaters, bathroom mirrors with shelves and towel racks. The common shared area is cleaned twice a week. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [APKD] DELUXE ROOM IN APARTMENT

	APARTMENT ROOM TYPE	RATE PER MONTH		ONE OFF CHARGE
[SAD]	En-Suite Single (145+ Sq. Ft.)	RM 1,130 (USD 275)*	En-Suite Single Deluxe Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with deluxe furniture including Study Table, Bed Side Table, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	RM 400 (USD 95)*
[TAD]	En-Suite Twin (180+ Sq. Ft.)	RM 920 (USD 225)* per person	En-Suite Twin Deluxe Rooms are Air-Conditioned Rooms with attached bathrooms. They are equipped with deluxe furniture including Study Table, Bed Side Table, Wardrobe, Comfortable 9" Spring Mattress with Divan and Headboard and Wi-Fi Internet.	

SECTION C: OFF-CAMPUS RESIDENCE WITH SHUTTLE SERVICE



APU provides fully-managed off-campus residence at a number of apartment buildings close to the campus with free shuttle bus service. The facilities available include laundrettes, convenient stores, restaurants, 24 hr security, etc. Each apartment has 3-4 rooms with a common living room. The rates mentioned are on monthly basis on sharing or single basis:

TYPE [C] PREMIUM APARTMENT WITH COOKING FACILITIES (FORTUNE PARK)

ROOM TYPE	TWIN SHARING	SINGLE OCCUPANT	ONE OFF CHARGE
Master Premium Twin with attach/ bath	[C1] - RM 790 (USD 195)	[C3] - RM 1,580 (USD 385)	RM 280 (USD 70)*
Medium Premium Twin	[C2] - RM 730 (USD 180)	[C4] - RM 1,460 (USD 360)	
Medium Premium Single	-	[C5] - RM 920 (USD 225)	
Small Single	-	[C6] - RM 820 (USD 200)	

PREMIUM 3 OR 4 BEDROOM APARTMENTS WITH COOKING FACILITIES AND FULL-SIZE LIVING HALL INCLUDING A DINING AREA. They include amenities such as Security Card Access System, Swimming Pool & Gymnasium. Each apartment is furnished with a Living Room sofa set, Kitchen Cabinets, Water Heaters, Dining Table set, 2 Door Refrigerator, Electric Kettle, Microwave Oven, Fully Automatic Washing Machine, Time Controlled Air Conditioned Rooms, Comfortable Spring Mattresses with Divans, Study Tables and Wi-Fi Internet.

* Please note that the air conditioners for Premium Apartment in Fortune Park can only be operated from 9pm to 8am.

SECTION D: SATELLITE CAMPUS RESIDENCE @ TPM



Satellite Campus Residence is within Technology Park Malaysia (TPM) and next to the APU Campus. It has triple sharing and single occupancy options. Some of the rooms are equipped with Air Conditioning. Each floor has shared common bathrooms, equipped with water heaters. A Common Kitchen is available at each floor and is equipped with stove, microwave oven and refrigerator. There is also a shared Study Area with Wi-Fi Internet in the Study Lounge. The rental is inclusive of utilities – water & electricity. Air Conditioners can only be operated from 9 pm to 8 am. Self Service Laundry Facilities are available on 'Pay as you use' basis.

TYPE [ST] STANDARD ROOMS – SATELLITE CAMPUS RESIDENCE @ TPM

ROOM TYPE	TRIPLE SHARING	SINGLE OCCUPANT	ONE OFF CHARGE
Standard Room	[ST1] - RM 390 (USD 95)*	-	RM 280 (USD 70)*
Standard Room A/C*	[ST2] - RM 480 (USD 115)*	-	
Deluxe Room A/C* with shared attached bath/toilet	[ST3] - RM 590 (USD 145)*	[STS] - RM 740 (USD 180)*	

ALL ROOMS are equipped with basic amenities including Bed, Wardrobe and Study Tables.

* Please note that the air conditioners for Satellite Campus Residence @ TPM can only be operated from 9pm to 8am



FREE shuttle service between the University and LRT station/Fortune Park is provided for students staying at APU managed accommodation. Students will have to show their residence pass to the bus driver to be eligible to board the shuttle.

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SECTION E: IMPORTANT INFORMATION

APU ON-CAMPUS RESIDENCE

ONE OFF CHARGE

Students are required to pay a one off charge regardless of duration of stay. It includes a welcome pack with a bed sheet, pillow and mattress protector. Comforter is optional at an additional RM 100 (USD 25)*.

On-Campus Residence Charge : RM 400 (USD 95)*

SECURITY ACCESS CARD

Students staying at APU Residence will need to use APCARD to access their apartment and rooms. Students will be charged RM 100 (USD 25)* to replace the lost or damaged cards. Students need to return the access card upon check-out from the accommodation.

BOOKING GUIDELINES

Room options are available on a FIRST COME, FIRST SERVED BASIS. Your selected accommodation is ONLY GUARANTEED, if you have paid TWO (2)-MONTHS' DEPOSIT and ONE(1)- MONTH RENTAL in advance at the time of booking and once University has confirmed your booking. You are required to have a mattress protector & bed sheet before being allowed to use the beds; you will be given the Bed Set once you have paid for the cover charge. Additional Bed Sets can be purchase for RM 100 (USD 25)*. Students would be charged a fine of RM 50 (USD 10)* for each non-compliance if the mattress protector is not used at all times on the beds.

The tenancy is for a MINIMUM PERIOD OF 4 (FOUR) MONTHS. Students are required to pay TWO (2)-MONTHS' DEPOSIT and ONE(1)-MONTH RENTAL. Students need to provide 2 months' notice in writing in order to get their deposit refunded. Student will be required to stay for a minimum of 4 months. Failure to fulfill the minimum tenancy period will result in FORFEITURE OF THE DEPOSIT in FULL.

BOOKING FEE UPON CONFIRMATION OF ROOM

A NON-REFUNDABLE BOOKING FEE OF RM 500 (USD 120) is required once your room is confirmed. The booking fee will be adjusted from the rental payment. In the event of cancellation, this booking fee will be forfeited.

CARPARK

Carpark is available on campus with daily rates.

ELECTRICITY USAGE

Electricity usage in the room is on "Pay as you Use" basis using APCARD. You will be charged for actual electricity usage on a monthly basis. New tenants are required to pay RM100 (USD 25) as an initial Top-up which will be used to cover electricity usage after moving into the accommodation unit until the next top-up is required.

LAUNDRY FACILITIES

Self-service launderette is available in APU Residence on "Pay as you Use" basis.

CHECK OUT PROCEDURE

2 Month Advance Notice of Vacancy is needed with parent consent letter before check out, failure to provide the required documents will result in TWO (2)-MONTHS' DEPOSIT FORFEITED.

Time: Monday to Saturday - 10am to 12pm. Late check-out will be subjected to a surcharge of RM10/hour

SATELLITE CAMPUS RESIDENCE / OFF-CAMPUS FORTUNE PARK

ONE OFF CHARGE

Students are required to pay a one off charge regardless of duration of stay. It includes a welcome pack with a bed sheet, pillow and mattress protector. Comforter is optional at an additional RM 100 (USD 25)*.

Fortune Park / Satellite Campus Residence Charge : RM 280 (USD 70)*

SECURITY ACCESS CARD

Students staying at Satellite / Fortune Park will need to use Access Card to access their apartments/residence. Students need to return the access card upon check-out from the residence. Students will be charged as below to replace the lost cards.

Satellite - RM 100 (USD 25)

Fortune Park - RM 280 (USD 70)

BOOKING GUIDELINES

Room options are available on a FIRST COME, FIRST SERVED BASIS. Your selected accommodation is ONLY GUARANTEED, if you have paid TWO (2)-MONTHS' DEPOSIT and ONE(1)- MONTH RENTAL in advance at the time of booking and once University has confirmed your booking. You are required to have a mattress protector & bed sheet before being allowed to use the beds; you will be given the Bed Set once you have paid for the cover charge. Additional Bed Sets can be purchase for RM 100 (USD 25)*. Students would be charged a fine of RM 50 (USD 10)* for each non-compliance if the mattress protector is not used at all times on the beds.

The tenancy is for a MINIMUM PERIOD OF 4 (FOUR) MONTHS. Students are required to pay TWO (2)-MONTHS' DEPOSIT and ONE(1)-MONTH RENTAL. Students need to provide 2 months' notice in writing in order to get their deposit refunded. Student will be required to stay for a minimum of 4 months. Failure to fulfill the minimum tenancy period will result in FORFEITURE OF THE DEPOSIT in FULL.

BOOKING FEE UPON CONFIRMATION OF ROOM

A NON-REFUNDABLE BOOKING FEE OF RM 500 (USD 120) is required once your room is confirmed. The booking fee will be adjusted from the rental payment. In the event of cancellation, this booking fee will be forfeited.

CARPARK

Satellite - Carpark is available on campus with daily rates.

Fortune Park - You may rent Carpark from building management at Fortune Park.

ELECTRICITY USAGE

Satellite - The rental is inclusive of utilities - water & electricity.

Fortune Park - The students staying in the apartment will share the electricity & water charges on 'pay as you use' on monthly basis.

Please note that the air conditioners for Fortune Park & Satellite Campus Residence can only be operated from 9pm to 8am.

LAUNDRY FACILITIES

Satellite - Self-service launderette is available in APU Residence on "Pay as you Use" basis.

Fortune Park - Washing Machine is available in all apartments on Self-service basis.

CHECK OUT PROCEDURE

2 Month Advance Notice of Vacancy is needed with parent consent letter before check out, failure to provide the required documents will result in TWO (2)-MONTHS' DEPOSIT FORFEITED.

Time: Monday to Saturday - 10am to 12pm. Late check-out will be subjected to a surcharge of RM10/hour.

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SECTION E: IMPORTANT INFORMATION

All students intending to live at APU Residence are required to provide **14 days' notice prior to arrival**. If the student arrives less than 14 days after confirming the accommodation, students will need to stay at Hotel at their own cost if APU Residence is not available.

Students will **NOT** be allowed to check-in to APU Residence without the 2-months' Deposit and 1 month Rental and Cover Charge. APU reserve the right to refuse any bookings and would immediately terminate the use of APU Residence for non-payments or non-compliance with the rules and regulations.

Student will be required to stay for a minimum of 4 months. Failure to fulfill the minimum tenancy period will result in **FORFEITURE OF THE DEPOSIT in FULL**.

SECTION F: DECLARATION

This declaration applies to all residences managed by APU including On-Campus, Satellite Residences Campus and Off-Campus accommodation. I acknowledge and confirmed as below,

1. This accommodation application is **SUBJECT TO ROOM AVAILABILITY** and that APU reserves the right to assign any other type of accommodation available, should bookings and payments not be made on time.
2. I have read the APU Residence Rules and Regulations (can also be downloaded from our website at <https://www.apu.edu.my/residence>) and agree to abide by the said rules and regulations.
3. I will pay the accommodation fees and deposit by the required dates.
4. I understand the Internet Service is subject to availability by the service provider.
5. I would be responsible for all items within the room/unit/apartment and would pay for any damages during my stay.
6. I will respect the other occupant's privacy and would not make excessive noise or hold gathering in the units and facilities without prior approval from the University.
7. I am not allowed to bring any guests to the APU Residence.
8. I understand that in an event any of the rules & regulations is violated, I will be asked to leave the accommodation within 24 hours and any deposits will be forfeited.
9. I understand that smoking, use of any drugs and consuming alcohol is not allowed in the room/unit/apartment or in the associated facilities with the apartment/accommodation.
10. Any excessive utility charges or damages in the room/unit/apartment not reported will be charged to all students staying in the room/unit/apartment.
11. I need to pay daily overstay charges if I fail to check-out from the accommodation on the necessary dates.
12. I understand that in the event I fail to pay my rental on time, the University has the right to move me out of the accommodation.
13. Rental, facilities, equipment and services currently provided at any of the residence unit is subject to changes or revision from time to time and maybe effective at any time without prior notice.
14. I commit to complying with the rules and regulations of the any common area and in the event of any damage caused while using the equipment (intentionally or unintentionally), I will take full responsibility and bear the cost of repair(s) or replacing the equipment(s).

Student's Signature _____

Application Date _____

OFFICIAL USE ONLY

ASSIGNED APT/ROOM NO	INTAKE CODE	STUDENT ID NO.	CONFIRM BY	DATE

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APU Residence Rules & Regulations can also be downloaded from our website at <http://www.apu.edu.my/accommodation>

PRIVACY STATEMENT

The purpose of requesting the personal data in this form is to assist us in processing your accommodation application and for statistical and information purposes. If you choose not to complete all the required sections or do not provide all the required information, it may not be possible to process your application. Access to the personal data you provide will be strictly on a need to know basis. By providing the personal data on this form, you give your consent to allow personal data and information to be processed securely and confidentially.

Tujuan kami meminta segala data peribadi anda di dalam borang ini adalah untuk membantu kami dalam memproses permohonan penginapan dan untuk tujuan statistik dan maklumat. Jika anda memilih untuk tidak melengkapkan semua bahagian yang diperlukan atau tidak menyerahkan semua maklumat yang diperlukan, kami tidak dapat memproses permohonan anda. Kami hanya akan rujuk data peribadi anda untuk mengetahui segala maklumat yang perlu diketahui. Dengan mengisi maklumat peribadi pada borang ini, anda memberikan persetujuan untuk membenarkan data peribadi dan maklumat diproses dengan selamat dan sulit.