



**PUSAT PERUMAHAN PELAJAR • STUDENT HOUSING CENTRE**

Rujukan : UKM.PPP.100.1/3/1

Tarikh : 5 June 2024

**ALL UNDERGRADUATE & POSTGRADUATE STUDENTS  
BANGI AND KUALA LUMPUR CAMPUSES  
UNIVERSITI KEBANGSAAN MALAYSIA  
(EXCEPT FOR TUN DR. ISMAIL RESIDENTIAL COLLEGE)**

Dear Students,

**STUDENT HOUSING CENTRE CIRCULAR NO 2/2024**

With reference to the above matters, the semester breaks for Semester 2, Session 2023/2024 will commence on **21 July 2024**.

**1.0 A) NEW ACCOMMODATION APPLICATION FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS FOR SEMESTER 1, SESSION 2024/2025**

Students can **apply for accommodation** on the following dates:

Date	URL
6 – 12 June 2024	<a href="https://appsmu.ukm.my/ekolej">https://appsmu.ukm.my/ekolej</a>

\* All college accommodation applications are subject to vacancy and college's approval.

**B) ACCOMMODATION CONFIRMATION FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS FOR SEMESTER 1, SESSION 2024/2025**

Students who have successfully obtained accommodation for Semester 1, Session 2024/2025 are required to **respond the accommodation confirmation** as per details below:

Date	URL
22 – 28 June 2024	<a href="https://appsmu.ukm.my/ekolej">https://appsmu.ukm.my/ekolej</a>

**Note:**

1. Students who do not respond to the accommodation application for Semester 1, Session 2024/2025 are deemed uninterested in staying in the college and the room will be open to appeal students and new applications.
2. Students are not allowed to leave their belongings in the room during the semester break since the accommodation will be used for university's program. However, students can store their belongings in a storage facility provided by the college administration.



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Aras 4, Bangunan Pusanika, Universiti Kebangsaan Malaysia, 43600 UKM Bangi, Selangor Darul Ehsan Malaysia  
Tel.: +603-8921 4367 E-mel: pghperumahan@ukm.edu.my Web: www.ukm.my/perumahan

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### C) ACCOMMODATION APPEAL APPLICATION FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS FOR SEMESTER 1, SESSION 2024/2025

For those who were unsuccessful to get college accommodations offer, **appeal** for accommodation can be made as follows:

Date	URL
29 June 2024 – 5 July 2024	<a href="https://appsmu.ukm.my/rayuankolej">https://appsmu.ukm.my/rayuankolej</a>

\* Only students who have submitted college applications are allowed to make an appeal, and the result is subject to the college vacancy.

**Note:** E-merit score calculation will be based on student activities from Session 2023/2024 until 12 June 2024.

### 2.0 CHECK-OUT REGISTRATION FOR SEMESTER 2, SESSION 2023/2024 AND RULES FOR ROOM VACATING AND STORAGE OF BELONGINGS

Students are required to check-out from the residential college for Semester 2, Session 2023/2024 before **21 July 2024**.

Detail	Deadline
Check-out from the residential college for Semester 2, Session 2023/2024	21 July 2024

2.1 The following rules of vacating rooms and storage of belongings should be complied with:

2.1.1 The final date to vacate the room and return the keys at the residential college:

Date	Time
21 July 2024	8.30 am – 4.30 pm

2.1.2 A penalty of RM 20.00 will be imposed for the loss of room keys.

2.1.3 Room should be in clean condition and locked upon vacated. Ensure to switch off the lights and fan before leaving the rooms.

2.1.4 A penalty will be imposed to students whose rooms are deemed dirty/unhygienic and did not switch off the lights or fan.

2.1.5 Any loss or damage to room furniture or utilities will be penalized accordingly.

2.1.6 The college administration will provide a space for students to store their belongings during the semester break.

2.1.7 Below is the schedule storing items:

Date	Time
13 – 20 July 2024	8.30 am – 4.30 pm



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- 2.1.8 All valuable belongings and important documents, such as certificates, identification cards, and residential college cards, are **NOT ALLOWED** to be kept in the store.
- 2.1.9 The college administration will not be responsible for the safety of all belongings stored.
- 2.1.10 Students are strictly not allowed to store their belongings in any other places except the specific space provided by the residential college administration.
- 2.1.11 Any special request to open the store during semester break will not be entertained. The store will only be opened according to the schedule below:

Date	Time
5 – 11 October 2024	8.30 am – 4.30 pm

- 2.1.12 Belongings not collected by the given date will be considered unwanted and cleared from the storeroom.

### 3.0 APPLICATION AND CHECK-IN/CHECK-OUT REGISTRATION FOR OFF-SEMESTER ACCOMMODATION FOR SESSION 2023/2024

Students who wish to reside at the residential college during semester break are required to submit their applications online, following the details provided below:

Date	URL
7 – 12 June 2024	<a href="https://appsmu.ukm.my/ekolej">https://appsmu.ukm.my/ekolej</a>

Registration details for off-semester accommodation are as follows:

Details	Date	Time
Check-in	22 – 24 July 2024	8.30 am – 4.30 pm
Check-out	21 September 2024	8.30 am – 4.30 pm

### 4.0 CHECK-IN REGISTRATION FOR UNDERGRADUATE AND POSTGRADUATE STUDENTS FOR SEMESTER 1, SESSION 2024/2025

For students who have confirmed and received a college offer for Semester 1, Session 2024/2025, the details for check-in registration are as follows:

Date	Time
5 – 7 October 2024	8.30 am – 4.30 pm



CERTIFIED TO ISO 9001:2015 CERT. NO. QMS 01100

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Kindly inform the residential college administration office if you are unable to register on the specified date. If you fail to register on the specified date without a valid reason, your place will be offered to appeal students. Approval of college appeals is subject to availability.

Your cooperation is very much appreciated.

Thank you.

Yours Sincerely,



**MOHD FIRDAUS YAHAYA**  
Director  
Student Housing Centre

- s.k.
- Deputy Vice-Chancellor, Students Affairs and Alumni
  - Director of Students Affairs
  - Principal of Residential College
  - Head of Administration of Residential College
  - President of UKM Student Council Association



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