



# Student Hostel Termination of Tenancy Form

STUDENT SERVICES DEPARTMENT

Name | \_\_\_\_\_ Student ID | \_\_\_\_\_

Accommodation Unit |  Male Hostel  Female Hostel Class | \_\_\_\_\_

Occupancy Type |  Single  Sharing with (Name) \_\_\_\_\_

Agreement Period | \_\_\_\_\_ to \_\_\_\_\_

Last day of Occupancy | \_\_\_\_\_

Proposed Deposit to be refunded |  Rental Deposit - RM \_\_\_\_\_

\_\_\_\_\_  Utilities Deposit - RM \_\_\_\_\_

\_\_\_\_\_ Total - RM \_\_\_\_\_

I understand that the refund processing will be under the Student Services Department discretion and the refund outcome will be notified. The One Academy reserves the right to forfeit my deposits should I have not adhere to the Rules and Regulations and Terms and Conditions set in the Tenancy Agreement.

I hereby acknowledge and agree the above terms and conditions,

Received by

\_\_\_\_\_  
Name |

\_\_\_\_\_  
Student Services Personnel

Date |

Date |

## FOR OFFICE USE ONLY

Received on | \_\_\_\_\_ Move out by | \_\_\_\_\_

Key Returned on | \_\_\_\_\_ Condition checked on | \_\_\_\_\_ Refund on | \_\_\_\_\_

Processed by | \_\_\_\_\_

Remark | \_\_\_\_\_

\_\_\_\_\_