


**APPLICATION FORM
AKAR (CO-WORKING SPACE) FOR UM STUDENTS**

Notes:

1. This form must be read together with the AKAR (Co-working space) Rules and Regulations. (Revision: Feb 2024)
2. Cancellation of the application must be made to the Administration Office, Level 2, Block D.

DETAILS OF APPLICANT			
Name (as per NRIC/ Passport)			
Matric No.		Mobile No.	
Faculty/PTj			
Siswa mail			
Personal email			
Period of Month		Start Date:	End Date:
		Number of Month:	
Applicant's Declaration		I hereby declare that all information stated in this application form is true. I understand that any at time the information or part thereof stated in this declaration is found contrary to facts, the University has the authority to reject my application.	
Please Tick (√)			
Signature of Applicant			
Date			

ADDITIONAL INFORMATION	
How do you know us?	<input type="checkbox"/> Instagram <input type="checkbox"/> Facebook <input type="checkbox"/> Website <input type="checkbox"/> Banner/ Bunting/ Flyers <input type="checkbox"/> Staff/ Friends
Feedback Form	 https://forms.office.com/r/1fQhu5HW0M

RECOMMENDATION BY SUPERVISOR(S)/HEAD OF DEPARTMENT

The application for the use of AKAR (Co-working space) in IAS is hereby

* **RECOMMENDED** **NOT RECOMMENDED**

Name of Supervisor / HOD

Faculty / PTj

Date

Signature & Official stamp

Notes: *Please tick.

FOR OFFICE USE ONLY

Status of Application

Approved

Rejected

Cubicle No.

Transaction Date	*Payment [Please tick (√)]	Amount (RM)
	Deposit https://epay.um.my-> Log Masuk (diwajibkan->Bayaran Mengikut PTJ/Fakulti->Institut Pengajian Termaju-> IAS-Caj Pentadbiran	20.00
	Rental (RM30.00 / month) https://epay.um.edu.my ->Log Masuk (diwajibkan) -> Bayaran Mengikut PTJ/Fakulti ->Institut Pengajian Termaju -> AKAR - IAS	(RM30.00 x ____ month = RM_____)
TOTAL		

Notes: Please attach receipt(s).

Approval by Officers

Signature

Stamp

Date

Activation Period (Duration)_____
(Start Date)_____
(End Date)**RETURN OF KEYS OF ACCESS CARD / KEYS**

Student / Occupant		Staff Received	
Name		Name	
Matric. No		Designation	
Signature		Signature	
Date		Date	