


APPLICATION FORM AKAR (CO-WORKING SPACE)

Notes:

1. This form must be read together with the AKAR (Co-working space) Rules and Regulations.
(Revision: Oct 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. (for student only)		Mobile No.	
Faculty/PTj (for student / staff only)			
Siswa mail (for student only)			
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

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	