



APPLICATION FOR POSTGRADUATE STUDENT ROOM
DEPARTMENT OF MECHANICAL AND MANUFACTURING ENGINEERING
FACULTY OF ENGINEERING, UNIVERSITI PUTRA MALAYSIA

Ref. No : KMP/PBG/PSR/20___ / ___

APPLICANT DETAILS

Name		Nationality	
		Gender	Male / Female
Residential Address		Mobile Phone No.	
		Email	
Program of Study	PhD / MSc	Matric No.	GS
Field of Study		Academic Year	20___ / 20___
Supervisor Name		No. of Semester	

DECLARATION

- All postgraduate rooms are subjected to availability of room at Department.
- Extension of stay will be subjected to availability of room and approval of the Department's Development Coordinator.
- I agree to obey the Department rules. I will responsible for the damages or losses because of my carelessness.

Signature <i>Applicant</i>		Supported by <i>Supervisor</i>	
Date		Date	

DEPARTMENT APPROVAL AND PLACEMENT OF STUDENT ALLOCATION (For Office Use Only)

This application is *ACCEPTED / DECLINED*.

Approved by: <i>Department's Development Coordinator</i> Date:	Deposit of RM 100 received and key is given on ___ / ___ / 20___. <small>Day Month Year</small> Signature: <i>Department's Science Officer</i>
	Refund deposit of RM100 received and key is returned on ___ / ___ / 20___. <small>Day Month Year</small> Signature: <i>Applicant</i>

<u>Room / space placement</u> <input type="checkbox"/> Postgraduate Room <input type="checkbox"/> CAD/CAM Laboratory <input type="checkbox"/> Fluid Mechanics Laboratory <input type="checkbox"/> Dynamic and Vibration Laboratory <input type="checkbox"/> Automotive Laboratory <input type="checkbox"/> Others	<u>Regulation for using the KMP Postgraduate Room</u> <ol style="list-style-type: none"> The student is required to pay a deposit of RM100. The deposit will not be returned if the key is lost and any other damage to the facilities caused by the students. Ensure the cleanliness of the room is maintained at all times. All facilities provided must be kept in good condition at all times. Students are responsible for facilities provided. Do not bring any valuable things into the room. Department will not be responsible for any losses of property. Students must be properly attired and expected to be well-behaved at all times. Follow the instruction from time to time by the Department/UPM. No pets are allowed in the room.
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