



IMU ACCOMMODATION - DO'S & DON'TS

Welcome to IMU University. We, the accommodation team, are glad to have you with us and we hope that you'll have a great experience staying in IMU Accommodation. For us to deliver the best experience for you, we need your help to adhere to the accommodation rules and regulations. You are always welcome to provide feedback or share your ideas for improvement purposes.

The main objective of accommodation rules and regulations is to safeguard the collective interest of all students staying in the IMU accommodation. This is to ensure that a comfortable and conducive environment is provided for the well-being of all students.

Please note that the accommodation rules and regulations is not all-inclusive, but it represents a minimum standard of conduct that is expected of you as an IMU student and a resident at the IMU Accommodation.

DO'S	DONT'S
Safety and Security	
Report to IMU if you have lost or damaged your unit keys or access card.	Do not lend your keys to or make duplicate keys for anybody under any circumstances for yours and your housemate's safety.
Ensure your personal safety within the accommodation unit. All doors, main and grille doors to be kept always locked.	Do not use the lift during any emergency evacuation such as fire.
Look out for one another. If your housemate goes missing or is uncontactable for an extended period (e.g., more than 48 hours), you must report to IMU immediately.	Possession of weapons or any items considered dangerous and can be used to cause injuries or bodily harm is prohibited.
You are responsible for keeping your own valuables safe. Your bedroom door must be locked when you are not in your room.	Do not allow strangers into your unit.
	No installation of water dispenser in the unit.
Cleanliness and Upkeep of Accommodation Unit	
Keep your unit clean, be considerate of your housemate. You are responsible for cleaning your own room.	No nails, screws, heavy duty tapes, double sided tapes, posters and pictures are allowed on the wall, furniture and door as it can cause damage to the property.
All garbage bags with leftover food must be disposed at the condo's designated disposal area daily.	No IMU Accommodation belongings are to be removed including furniture, kitchen utensils, electrical appliances and fittings.

Your mattress must be covered with a mattress protector and bedsheet at all times, to avoid damage to or soiled mattress.	
It's your responsibility to ensure the refrigerator's interior and storage compartments is clean for hygiene and health reasons.	
Ensure your unit and room are clean and all items in good condition before checking out.	
Conduct / Behaviour	
With due respect to Muslim housemates, only Halal or Pork Free food is to be stored in the refrigerator and cooked in the unit.	No smoking of cigarettes, pipes and all other substitutes e.g. shisha, vape
Get prior consent from your housemate if you plan to have opposite gender parent or sibling(s) visiting you in your unit.	Possession or consumption of drugs in the accommodation is strictly prohibited. Any occurrence will result in a police case.
Switch off your air-conditioners, lights and electrical appliances when you are not in the room / unit.	No vandalism involving functional / cosmetic damage to items within the unit / property / belongings.
Check your IMU email account regularly to ensure that you stay informed of matters related to student accommodation.	Parties/gatherings with loud music and/or noise are not to be held in the accommodation unit.
	Possession or consumption of alcohol/ alcoholic beverages is not allowed.
	Any form of harassment, offensive behaviour including verbal / non-verbal, physical/virtual form is prohibited.
	No pets allowed in the unit.
	No overnight stay for visitors (including family members).

PRICE LIST FOR ITEMS REPLACEMENT

Kindly refer to the table below for the penalty charges on furniture and fittings that are found spoilt, lost or damaged in the unit:

No	Items	Penalty/ Fine/ Charges (RM)
1	Key	RM25 (per key)
2	Water filter	As per bill
3	Air conditioner	As per bill
4	TV rack (Only applicable to certain units)	As per bill
5	Study table lamp	As per bill
6	Induction cooker	As per bill
7	Iron	As per bill
8	Iron board	As per bill
9	Dining table and chairs	As per bill
10	Coffee table	As per bill
11	Mattress	As per bill
12	Cabinet locker	As per bill
13	Glass mirror in bathroom	As per bill
14	Oven toaster	As per bill
15	Internet access point	As per bill
16	Study chair	As per bill
17	Study table	As per bill
18	Shoe rack	As per bill
19	Cloth drying rack	As per bill
20	Door (room)	As per bill
21	Door (main door)	As per bill
22	Door lock (room / main door)	As per bill
23	Padlock (Only applicable to certain units)	As per bill
24	Bookshelf	As per bill
25	Electrical power point	As per bill
26	Fire extinguisher	As per bill
27	Access card	RM150 (per card)
28	Pillow	As per bill
29	Bed, wardrobe, washing machine, clothes drier, curtain, refrigerator, microwave, electric kettle, water heater, sofa set, other repairs / loss	As per bill

Review of Rules and Regulations

IMU University reserves the right to impose new rules and/or amend the existing rules from time to time, and such additions and amendments shall be made known to residents accordingly.

For accommodation enquiry / feedback, please contact:

Student Services Hub (SSH) IMU University	
E-mail	OSCHelpdesk@imu.edu.my
Tel	03-2731 7559
Office Hours	Monday – Friday, 8:30am – 5:30pm

In the event of an emergency please contact:

IMU Accommodation Warden	
Name	Mr Loke Yan Hin
Tel	017-5556416
E-mail	yanhinloke@imu.edu.my