RESIDENTIAL AND SERVICES DEPARTMENT

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IMPORTANT DATES OF NOTICE VACATION SEMESTER 3, 2024/2025
AND MAHALLAH REGISTRATION SEMESTER 1, 2025/2026

IMPORTANT DATES	PARTICULARS
10 SEPT 2025 (WEDNESDAY)	**Auto room confirmation by system** *Applicable to all UG & PG students who are currently registered in Semester 3, 2024/2025*
12 AUG 2025 (TUESDAY) **-** **6 OCT 2025 (MONDAY)**	**Application for IIUM Premium Room** **Via Online Form:** *https://bit.ly/iium-premium-room* *Applicable to all students **(female only)***
8 SEPT 2025 (MONDAY) **–** **5 OCT 2025 (SUNDAY)**	**Application for Live-in During Vacation (LIDV) for University Programme only**
8 SEPT 2025 (MONDAY) **–** **5 OCT 2025 (SUNDAY)**	Registration for **Live Off Campus (LOC)** Semester 1, 2025/2026 **Via Online Form:** *https://bit.ly/loc-registration*
20 SEPT 2025 (SATURDAY)	**Final date for all students to check out Semester 3, 2024/2025** *All rooms/compartments must be left empty, clean and tidy.* *The room key can be dropped in the key drop box available outside the Mahallah Office.*

IMPORTANT DATES	PARTICULARS
17 SEPT 2025 (WEDNESDAY @9.00AM) - 26 SEPT 2025 (FRIDAY @11.59PM)	**MyMahallah Registration** (Returning students UG & PG) **Via website:** *http://mymahallah.iium.edu.my* *Applicable to all IIUM students with active student status (UG & PG) and registered subject (UG only) for semester 1, 2025/2026. Not applicable to those who have been auto confirmed with Mahallah room on 10 September 2025.
17 SEPT 2025 (WEDNESDAY) - 18 SEPT 2025 (THURSDAY)	MyMahallah Registration **Year 1 & Pre - Sessional (UG & PG)**
19 SEPT 2025 (FRIDAY) - 20 SEPT 2025 (SATURDAY)	MyMahallah Registration **Year 4 (UG & PG)**
21 SEPT 2025 (SUNDAY) - 22 SEPT 2025 (MONDAY)	MyMahallah Registration **Year 3 (UG & PG)**
23 SEPT 2025 (TUESDAY) - 24 SEPT 2025 (WEDNESDAY)	MyMahallah Registration **Year 2 (UG & PG)**
25 SEPT 2025 (THURSDAY) - 26 SEPT 2025 (FRIDAY)	MyMahallah Registration **All Students and Double Degree (UG & PG)**

IMPORTANT DATES	PARTICULARS
27 SEPT 2025 (SATURDAY) **-** **30 SEPT 2025 (TUESDAY)**	**Manual Application for Mahallah Registration (Students UG & PG)** **Google Form:** *https://bit.ly/manual-application-sem1* **Applicable to students who are unable to perform MyMahallah Registration as per reasons stated in the form. Room allocation is subject to room availability.* *(Student with **ACTIVE** status and **REGISTERED** subject only)*
1 OCT 2025 (WEDNESDAY) - **3 OCT 2025 (FRIDAY)**	Manual Application for Mahallah Registration Students will get confirmation on Mahallah placement via registered email with IIUM
4 OCT 2025 (SATURDAY) **9.00AM – 4.00PM** **(NO LUNCH BREAK)**	**Mahallah Registration for Semester 1, 2025/2026** (inclusive those who LIDV) J8 Ameenah, Ruqayyah, Maryam, Asma' J12 Sumayyah J17 Faruq, Bilal, Ali * Mahallah registration is **COMPULSORY** for ALL students. Students who fail to register Mahallah with no notification to Mahallah Office, your rooms are to be released to other students on 6th Oct 2025, Monday.
5 OCT 2025 (SUNDAY) **9.00AM – 4.00PM** **(NO LUNCH BREAK)**	**Mahallah Registration for Semester 1, 2025/2026** (inclusive those who LIDV) J8 Asiah, Halimah, Hafsa J12 Nusaibah, Salahuddin J17 Uthman, Siddiq, Zubair J24 Safiyyah * Mahallah registration is **COMPULSORY** for ALL students. Students who fail to register Mahallah with no notification to Mahallah Office, your rooms are to be released to other students on 6th Oct 2025, Monday.

IMPORTANT DATES	PARTICULARS
6 OCT 2025 (MONDAY) **9.00AM – 4.00PM**	**Walk-in Registration** *Subject to room availability & first come basis* *(Student with **ACTIVE** status and **REGISTERED** subject only)*
3 NOV 2025 (MONDAY) **-** **10 NOV 2025 (MONDAY)**	**Application to change room / mahallah** *Subject to room availability & first come basis*

APPLICATION FOR LIVE- IN DURING VACATION (LIDV)

I. **Student (UG/PG) with personal reason is not allowed. Subject to approval and case to case basis.**

II. **Student involving in University Programme:**
   a) LIDV application is to be emailed by respective K/C/D/I/O/M to the Residential and Services Department (RSD) *rsd.rmu@iium.edu.my* within the period of LIDV application.
   b) K/C/D/I/O/M is to provide mahallah information together with the list of students.
   c) Applications received after the application period will not be processed and are considered as LIDV chargeable.

III. **Early Comers Students:**
   - Rental charges apply. Please refer to the following link for details: *Room rental rate IIUM*
   - Student is to **submit a proof of rental payment** to the mahallah office **upon check-in**.

ROOM CHECK-OUT & RETURNING ROOM KEY

1. Students must vacate the room and return the room key latest by the last date to check out. Failing which students will automatically be considered as LIDV chargeable and COMPOUNDABLE.
2. Rooms must be left clean and tidy. Failing which, students are subject to the compoundable offense.
3. Any defects or maintenance problems is to be reported via the following link: -Mahallah Online Maintenance Report *https://bit.ly/mahallahmaintenance*

VACATE ROOM	RETURN KEY	LIDV CHARGEABLE	COMPOUND 1 (Failure to surrender key)	COMPOUND 2 (Failure to evacuate room)
NO	NO	YES	YES	YES
NO	YES	YES	NO	YES
YES	NO	YES	YES	NO
YES	YES	NO	NO	NO

MAHALLAH REGISTRATION FOR SEMESTER 1, 2025/2026

1. Returning and LIDV students are to perform mahallah registration physically at the mahallah office within stipulated dates. Failing which, students are subject to the compoundable offense.
2. Students are **COMPULSORY** to produce matric cards for mahallah registration.
3. Students are required to scan the Facilities Checklist QR Code available at Mahallah Office Counter or click the following link. Failing which, rooms are considered received in good condition.
4. Facilities Checklist Form: *https://bit.ly/mahallah-facilities-checklist*

Issued by:
Director
Residential & Services Department (RSD)
IIUM Gombak Campus

18 AUGUST 2025