



**NOTIFICATION FOR ADMINISTRATION & OPERATIONS OF STUDENT
MANAGEMENT 118TH NO.44/2023**

**NOTIFICATION OF APPEAL APPLICATION PROCESS FOR UNDERGRADUATE
STUDENT RESIDENCE FOR SEMESTER I ACADEMIC SESSION 2023/2024
(PHASE 3) AND REQUEST FOR STUDENT PLACEMENT TRANSFER FROM
DHUAM STUDENT RESIDENCE TO STUDENT RESIDENCE 5 / MAWADDAH
RESIDENTIAL COLLEGE.**

Assalamualaikum dan Salam Sejahtera,

With all due respect, I am directed to refer to the matter above.

1. We are pleased to inform that the appeal applications for undergraduate students (Phase 3) and also the appeal applications for students residing in DHUAM Student Residence to Student Residence 5 / Mawaddah Residential College will be open from October 9th to 13th, 2023.
2. For Phase 3 appeals, students are **REQUIRED** to submit their applications online through E-community>hostel application.
3. Meanwhile, for the transfer placement appeals for students residing in DHUAM Student Residence to Student Residence 5 / Mawaddah Residential College, it must be done through the following link <https://tinyurl.com/smce8z9v>
4. For students who have submitted applications through mail or email, those applications are considered invalid and students need to reapply through E-community>hostel application (for Phase 3 appeals) and through the provided link (for transfer placement appeals).
5. If students have health/financial issues or any supporting documents, students need to submit the supporting documents along with the appeal application to their respective RP Office, or students can upload those documents to the email residen@umpsa.edu.my for Phase 3 appeals. As for the transfer placement appeal from DHUAM Student Residence to Student Residence 5 / Mawaddah Residential College, supporting documents need to be uploaded through the provided link.

6. Students who have **submitted appeal applications and have been offered a hostel placement** in Semester I, Academic Session 2023/2024, are subject to the **No Refund Policy**.
7. All applications mentioned above are still subject to hostel availability, and the decisions are final.
8. Student room placements are subject to Student Residence Management, and students are not allowed to request room transfers.
9. The results of Phase 3 appeals and also the placement from DHUAM RP to RP5 / KK Mawaddah will be announced on October 17th, 2023 (Tuesday) through e-Community.
10. Check-in registration will commence on October 19th, 2023 (if successful).
11. Students are welcome to attend the Student Residence Office or email any inquiries regarding the above matters to residen@umpisa.edu.my.
12. For inquiries regarding the No Refund Policy, students can email the Treasury Department at collection1@umpisa.edu.my.

Thank you for your attention and cooperation.

“MALAYSIA MADANI”

“BERKHIDMAT UNTUK NEGARA”

“Teknologi Untuk Masyarakat”



MOHD RAIZALHILMY BIN MOHD. RAIS

Director for Student Services

Student and Alumni Affair Department (SAffAD)

Date: 9th October 2023