



# DORM APPLICATION FORM

## FOR UNIVERSITY USE

Date Received: \_\_\_\_\_ Assigned room: \_\_\_\_\_

Deposit received: \_\_\_\_\_ Received by: \_\_\_\_\_

### 1. GENERAL INFORMATION

a. Name: \_\_\_\_\_  
*First Name Middle Name Family Name*

b. Student ID: \_\_\_\_\_

c. Place of Birth: \_\_\_\_\_

d. Date of Birth: \_\_\_\_\_  
*Day Month Year*

e. Gender:  Male  Female

f. Address: \_\_\_\_\_  
*Building/Floor Street City/Country*

g. Number: \_\_\_\_\_  
*Mobile Landline*

h. Email Address: \_\_\_\_\_

### 2. Guardian Information

a. Name: \_\_\_\_\_

b. Relation: \_\_\_\_\_

c. Number: \_\_\_\_\_  
*Mobile Landline*

d. Address: \_\_\_\_\_  
*Building/Floor Street City/Country*

### 3. STUDENT'S CURFEW (to be filled out by the parent/guardian of the student):

وثيقة إعفاء (ان التوقيع على هذه الوثيقة يتم من قبل الوالدين او الوصي الشرعي)

I, (Parent/Guardian Name), \_\_\_\_\_, hereby confirm that, during his/her stay at the Residence Hall of Phoenicia International University:

أفيد أبنائي: \_\_\_\_\_ أأذ الموقع اذانه

has my permission to be exempted from the curfew policy  
أمنح الحرية الكاملة في الدخول والخروج أعاصه يشاء/تشاء دون لمية او شرط وذلك طوال فترة إقامته(ها) في السكن الجامعي

has my permission to be exempted from the curfew policy during holidays and weekends only  
أمنح الحرية الكاملة في الدخول والخروج أعاصه يشاء/تشاء طقف خلال تباينه الأسبوع و العطل

does not have my permission to waive the curfew policy  
لا امنح الحرية الكاملة في الدخول والخروج وأن يلتزم/تلتزم بتقو الخدد للعودة الى حرم الجامعي

others (please specify): \_\_\_\_\_  
شروط أخرى (نرجو التوضيح): \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Mobile Number

\_\_\_\_\_  
Date

### 4. HEALTH ISSUES:

Do you have any health problems?

No  Yes (list them): \_\_\_\_\_

Name of your personal physician, if any: \_\_\_\_\_

Number: \_\_\_\_\_  
Mobile Landline

### In case of emergency, please contact (List two contacts)

1. Name: \_\_\_\_\_ Number: \_\_\_\_\_ Address: \_\_\_\_\_

2. Name: \_\_\_\_\_ Number: \_\_\_\_\_ Address: \_\_\_\_\_

### Dorms Options and Fees (Choose 1 option)

- 3 Beds/Room  
 2 Beds/Room  
 1 Bed/Room  
 1 Bed/Room with private bathroom

**Note: The fees should be prepaid before the start of the semester and the dorms registration is for the whole semester**

Signature: \_\_\_\_\_

# DORMS GENERAL RULES AND REGULATIONS

PU will do its best to ensure that you, as residents, are comfortable, and we will try to accommodate all of your personal needs. For the safety, security, comfort and well-being of all PU members, residents must abide by the rules and regulations listed below:

## Opening and Courtesy Hours:

1. The main gate (outer doors) of the residence halls are open daily from 6:30 a.m. until 11 p.m.
2. All residents must maintain quiet hours from 11 p.m. to 8 a.m.
3. Visiting hours in the rooms and lounges are from 8 a.m. to 10 p.m. Guests are required to sign in and out at the front desk. Residents are responsible for the behavior of their guests and bear all consequences of any violation of regulations.
4. The lounge is open 24 hours-a-day for residents ONLY.

## Curfew Policy:

1. The policy will be applied according to the Guardian's decision signed in the application form.  
If the resident does not abide by the curfew, the university will be contacting the guardian to check up on the resident
2. Residents whose guardians have signed the curfew waiver are required to notify the residence hall supervisor if they re staying out late before they leave.

## Cleaning and Maintenance Services:

1. Cleaning services are conducted by the janitorial services department on campus and involve cleaning of common areas, hallways and bathrooms.
2. Residents are encouraged to use the Residence Hall facilities, which include the common rooms and the lounges. It is the residents responsibility to keep facilities intact. Any damage done to the dormitory properties or facilities will be charged to the resident's account, based on the rates set by the business office.
3. Maintenance personnel are available for all needed repairs. Fixing or attempting to fix broken devices or furniture by yourself is NOT allowed
4. Disposal of any of the equipment or furniture is NOT allowed without prior approval of the residence hall supervisor.

## Behavior:

1. Members of the opposite sex are strictly forbidden to enter dorm rooms and each other's' dormitory.
2. Any violations or improper behavior may subject the resident to probation, receiving a warning, or even to an immediate dismissal from the campus residence.
3. Residence hall staff may do random checks on residents' rooms.
4. Living in a university campus nurtures a community where cooperation and mutual respect of people and property are essential. This experience can become the cornerstone of your future success.

## Medical Emergency:

Any medical emergency must be directed immediately to the residence hall staff.

## Lost or Stolen Items:

The university is not responsible for any lost items.

## Smoking:

In accordance with university policy, smoking is not allowed inside the buildings. Smoking is restricted to the smoking area outdoor.

## Alcohol & drugs:

The possession or consumption of alcohol is strictly forbidden. Storage of alcoholic beverages for collection/ decoration purpose is not allowed. Using, being on possession of illegal drugs, or being involved in any drug-related activity is strictly prohibited.

## Pets:

Pets are not allowed in the residence halls.

## Announcements and Instructions:

Residents are required to regularly check the residence hall boards, website and email in order to stay informed of all announcements and instructions. Residents must abide by the safety regulations at all times.

Student's Signature: \_\_\_\_\_ Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_