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الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
يُونِيسَيتِي إِسْلَامْ أَنْتَارَاڠْغَسَا مَلِيسِيَا

Garden of Knowledge and Virtue

INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA MAHALLAH REGULATIONS

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**INTERNATIONAL ISLAMIC UNIVERSITY
MALAYSIA**

MAHALLAH REGULATIONS

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INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA

MAHALLAH REGULATIONS

In exercise of the powers conferred by Article 47 (2) of the Constitution of the International Islamic University Malaysia, the Senate makes the following regulations:

PART I PRELIMINARY

Citation

1. These Regulations shall be cited as the International Islamic University Malaysia Mahallah Regulations and may be referred to as “IIUM Mahallah Regulations”.

Application

2. (1) IIUM Mahallah Regulations shall apply to all Resident Students who are registered with any Mahallah.

(2) All schedules, attachments, notices, publications and annexures hereto form part of these IIUM Mahallah Regulations.

Interpretation

3. In these IIUM Mahallah Regulations, unless the context otherwise requires:

“Affiliate Resident” means a Resident Student who live-off campus;

“Executive Personnel” means the person defined under Rule 3 of the International Islamic University Malaysia Student Disciplinary Rules;

“IIUM SDR” means the International Islamic University Malaysia Student Disciplinary Rules;

“Mahallah Authority” means any officer who is authorised in writing by the University Authority for the purpose of exercising powers and functions under these IIUM Mahallah Regulations;

“Mahallah” means any accommodation, by whatever name called, provided by the University for the residence of students;

“Members” means members of the Mahallah, consisting of the Mahallah Authority, Fellows, Resident Student, Affiliate Resident, Non-Residential Students who are

affiliated to the Mahallah, and persons who are admitted as honorary members of the Mahallah;

“Resident Student” means a Mahallah registered student including an Affiliate Resident;

“Student” includes any undergraduate student, postgraduate student, part-time student, student under distance learning or off-campus programme, diploma student, matriculation student, exchange and non-graduating student of the University;

“University” as defined in the IIUM Constitution;

“University Authority” as defined in the IIUM Constitution, and includes any person or body of person authorised to act on behalf of the University; and

“Vacation” means all vacations as scheduled by the system of the University, including the mid-semester vacation, and end of academic year vacation.

Whereas: -

Words importing the masculine gender include the feminine and neuter gender;

The recitals, headings and underlining are for convenience only and do not affect the interpretation of these IIUM Mahallah Regulations;

Words importing the singular include the plural and vice versa;

A reference to any statute or legislation shall, unless otherwise indicated, be a reference to the statute or legislation of Malaysia and includes any statutory modification, amendment or re-enactment thereof;

Reference to “*Islam*” and “*Shariah*” shall, unless otherwise indicated, bear the same meaning herein;

All schedules, attachments, notices, publications and annexures hereto form part of these IIUM Mahallah Regulations.

PART II MAHALLAH ACTIVITIES

Participation in *Usrah* and Mahallah activities

4. Unless otherwise decided by the University, every Resident Student shall participate in *Usrah* group and Mahallah activities.

***Ta'aruf* and orientation activities**

5. *Ta'aruf* and orientation activities for new Resident Student shall be confined to official programmes organised by the University, or by permission of the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

PART III GENERAL CONDUCT OF RELIGIOUS OBLIGATIONS

Performance of Islamic obligations

6. (1) Muslim Resident Student shall perform all forms of Islamic obligations.

(2) All Resident Students shall respect Muslim Resident Students in the performance of their Islamic obligations.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the

procedures in Regulation 40 of the IIUM Mahallah Regulation.

Respect for Ramadan

7. During the hours of fasting in the month of Ramadan, all Resident Students shall refrain from consuming any food or drinks openly or in a public place.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Dress code in Mahallah

8. A Resident Student shall at all times observe the approved attire as prescribed by the International Islamic University Malaysia Dress Code. Notwithstanding the above, Mahallah residents may dress appropriately in accordance with the venue of the occasion.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures under the IIUM Dress Code.

PART IV

MAHALLAH DISCIPLINE

Energy and water conservation

9. (1) A Resident Student shall be responsible for the proper use of electricity and the efficient operation of energy saving.

(2) A Resident Student shall be responsible for the prudent and proper use of water.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Use of electrical appliances or facilities

10. (1) A Resident Student shall not possess or use any electrical appliances or facilities without the prior written permission of the Mahallah Authority.

(2) A Resident Student shall not possess or use any electrical extension leads, multi-plug adapters, or any similar electrical devices without the written permission of the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Prohibition of cooking activities

11. A Resident Student shall not engage in any cooking activities in the room or any other part of the Mahallah, except in designated areas and with the prior written permission of the Mahallah authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Cleanliness

12. (1) A Resident Student shall be responsible for maintaining the cleanliness and tidiness of the Mahallah.

(2) A Resident Student is responsible for ensuring the cleanliness of his room, compartments, and any other facilities used within the Mahallah throughout his stay.

(3) A Resident Student shall not place any personal belongings in the Mahallah common areas.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Maintenance and care of Mahallah facilities

13. (1) A Resident Student shall not remove or damage any facilities provided by the Mahallah.

(2) A Resident Student shall not cause unauthorised modifications to Mahallah facilities, including any alterations or additions to such facilities.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Unauthorised business activities

14. (1) A Resident Student shall not engage in any business activities within the Mahallah without the prior written permission of the Mahallah Authority.

(2) Any business activities that violate any written law, rules, regulations, orders or procedures, beyond these IIUM Mahallah Regulations, shall constitute a disciplinary

offence and shall be referred to the Disciplinary Authority or other relevant authorities.

Any breach of sub-regulation 14 (1) constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Resident Student not to change room without written permission

15. A Resident Student shall not change the room or compartment allotted to him by the University for accommodation without the prior written permission of the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Resident Student not to rent the room allotted to him

16. A Resident Student shall not rent out the room or compartment allotted to him for his accommodation to any other student or person.

Any breach of this regulation constitutes a disciplinary offence and shall be dealt with in accordance with the procedures under IIUM Student Disciplinary Rules.

Safety of personal belongings

17. (1) Resident Students shall always be on guard and take great care of the custody and safety of their belongings and property in their rooms. Any valuable items shall always be kept under lock and key or be carried on their persons.

(2) Mahallah Authority is not responsible for any mishap, loss or damage of the belongings of Resident Student. For every case of theft, the Resident Student shall immediately report to the Mahallah Authority.

Entering and remaining in a Resident Student room

18. (1) A Resident Student shall not permit any other person to enter or remain in a room or compartment allotted to him for accommodation.

Provided that:

- (a) This sub-regulation shall not apply to the Mahallah Authority or an agent of the University carrying out his functions, duties or

responsibilities, or to any person permitted by the Mahallah Authority to enter and remain therein.

- (b) this sub-regulation shall not be deemed to prohibit a student of the same gender from entering and remaining in the room or compartment of the Resident Student during visiting hours.

(2) It shall be the duty and responsibility of a Resident Student to ensure that the restriction to this regulation is strictly observed in respect of the room or compartment allotted to him.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Remaining within Mahallah premises after midnight

19. A Resident Student shall remain within the Mahallah premises after midnight except with permission given by or on behalf of the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the

procedures in Regulation 40 of the IIUM Mahallah Regulations.

Staying overnight outside the University

20. A Resident Student shall not stay overnight outside the University without prior written notification to the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Keeping animals

21. A Resident Student shall not keep any animals in the room or anywhere on Mahallah premises.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Personal entertainment equipment

22. (1) Musical instruments or entertainment equipment may only be played during periods determined

by the Mahallah Authority and require prior written permission of the Mahallah Authority. The volume of such musical instruments or entertainment equipment must be kept at a moderate level to ensure a quiet and peaceful environment for other Resident Students.

(2) The Mahallah Authority may confiscate personal entertainment equipment if it is deemed to be used in a manner that causes disturbance or discomfort within the Mahallah.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Locks and keys

23. (1) A Resident Student shall not fix or install any additional lock to a room door.

(2) Before leaving the Mahallah for vacation or any other reason, a Resident Student shall notify the Mahallah Office and return the room keys on or before the date determined by the Mahallah Authority.

(3) The Mahallah Authority may require a Resident Student who has lost his keys to pay the cost of replacing the affected locks and keys.

(4) A failure to return keys shall be construed as overstaying. Consequently, the Mahallah Authority may charge an accommodation fee for the duration of overstaying in accordance with the prescribed rates.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations

Misuse of Mahallah facilities

24. A Resident Student shall not misuse any facility provided by the Mahallah.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Care and order in the use of, and in the occupation at Mahallah premises

25. (1) A Resident Student shall use the Mahallah premises with reasonable care and shall refrain from any action that alters, modifies or causes damage to any part of the building, or to any article or fixture therein.

(2) While using the Mahallah premises and facilities, a Resident Student shall take reasonable care to ensure that no harm, injury, inconvenience, annoyance, obstruction or nuisance is caused to any other person.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Restriction to visitors

26. (1) A Resident Student shall ensure that his visitors comply with the prescribed visiting hours.

(2) Notwithstanding sub-regulation 26 (1), a Resident Student shall not permit visitors to enter or remain in a room or compartment without the prior permission of the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Obstructing, etc., to the entry and carrying out of functions by the Mahallah Authority

27. No Resident Student shall obstruct, impede or prevent any person acting under the direction or permission of the Mahallah Authority from entering a Resident Student's room and performing authorised functions, duties or responsibilities therein.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Settlement of dispute

28. Any dispute on matters related to Mahallah shall be settled amicably and be referred to a committee responsible for the student affairs of the University.

PART V

MAHALLAH PROCEDURE

Registration and settlement of fees

29. (1) A Resident Student shall register for a room at the Mahallah at the beginning of every semester within the period prescribed by the University. Upon registration, the Mahallah Authority may allot a room for the Resident Student.

(2) A Resident Student shall settle all fees at the beginning of each semester with the Finance Division, or any Mahallah Authority authorised to collect such fees.

(3) If a Resident Student fails to complete Mahallah registration, the Mahallah Authority may take appropriate action, which may include the non-renewal of accommodation for the subsequent semester.

Any breach of sub-regulation 29 (1) constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Rejection of application to stay at Mahallah

30. The Mahallah Authority may reject any student's application for accommodation in writing. The Mahallah Authority shall serve notice of such decision to the student concerned.

Revocation of approval to stay at Mahallah

31. The Mahallah Authority may, after consulting the University Authority, revoke in writing a Resident Student's approval to stay at the Mahallah if necessary for the security, safety or well-being of any person.

Vacating the room during vacation

32. (1) A Resident Student shall, within a reasonable period of time determined by the Mahallah Authority, vacate their rooms during the vacation unless they are registered for Live-In During Vacation (LIDV).

(2) If a Resident Student not registered for LIDV leaves belongings and materials in a room, the Mahallah Authority may remove them. The Mahallah Authority shall take reasonable steps to notify the student of the intended removal. The Mahallah Authority shall not be liable for any loss or damage to such items.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Evacuation and transfer

33. (1) The University may direct a Resident Student to vacate a room and transfer to a different room or Mahallah provided by the University.

(2) A Resident Student required to vacate and transfer under sub-regulation 33 (1) shall do so within the time prescribed by the University.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Right of entry into rooms

34. The Mahallah Authority or any person authorised by the University may enter any room at any time for purposes of inspection.

Illness and emergency

35. (1) All instances of illness, injury or emergency, including mental health concerns, shall be reported immediately to the Mahallah Authority for appropriate action.

(2) A Resident Student with a contagious disease shall relocate to a place determined by the Mahallah Authority upon the recommendation of the University Medical Officer.

Mahallah facilities in rooms

36. (1) A Resident Student requiring repairs or services to Mahallah facilities within a room shall report the matter to the Mahallah office or through the designated system.

(2) If a Resident Student causes any loss or damage to the facilities within a room, the Resident Student shall be liable for the full cost of repair or replacement.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Affiliate Resident

37. (1) A Resident Student, may apply in writing to the Mahallah Authority for permission to reside off campus, and upon approval, the Resident Student shall be deemed an Affiliate Resident of the Mahallah

(2) An Affiliate Resident may participate in Mahallah activities and use Mahallah facilities.

(3) An Affiliate Resident shall renew the application to reside off campus on a semester basis, or for any other period determined by the Mahallah Authority.

(4) An Affiliate Resident shall be bound by all provisions of these IIUM Mahallah Regulations and all other rules, procedures or guidelines issued by the Mahallah Authority.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Honorary member

38. A Resident Student who leaves the Mahallah upon graduation from the University may be admitted as an

honorary member of the Mahallah by invitation of the Mahallah Authority, subject to terms and conditions determined by the Mahallah Authority.

Compensation for damage to property

39. Any Resident Student who causes damage to or loss of University's property shall compensate the University for the cost of repair or replacement, pursuant to Rule 37 of the IIUM Student Disciplinary Rules.

Compound

40. (1) Any Resident Student who commits an offence under these IIUM Mahallah Regulations shall be liable to a compound in the sum of **Ringgit Malaysia One Hundred (RM100.00)** for each offence.

(2) A compound issued under these IIUM Mahallah Regulations shall be paid within fourteen (14) days of the date of issuance.

(3) A compound issued under these IIUM Mahallah Regulations shall be administered in accordance with the compound procedures prescribed by the University.

(4) A Resident Student may appeal to the Executive Personnel within fourteen (14) days against any compound issued under these IIUM Mahallah Regulations.

Subsequent offence

41. (1) For any subsequent offence, a Resident Student shall be liable to a compound not exceeding **Ringgit Malaysia Two Hundred (RM200.00)** per offence.

(2) Where a Resident Student commits the **same offence on three (3) occasions**, the Mahallah Authority may refer the Resident Student to the Disciplinary Authority for disciplinary action.

Failure to settle compound

42. Failure by a Resident Student to settle a compound in accordance with the University procedure shall result in the **suspension** of the following

- (a) online registration of the Mahallah;
- (b) issuance of the Mahallah registration slip; or
- (c) clearance for graduation.

PART VI GENERAL

Enforcement of IIUM Mahallah Regulations

43. The Disciplinary Authority hereby empowers the Mahallah Authority to enforce these IIUM Mahallah Regulations within the buildings and premises of the Mahallah.

Inconsistency of orders, instructions or directives

44. In the event of any inconsistency between the orders, instructions or directives of the Disciplinary Authority, the Executive Personnel, or the Mahallah Authority, those issued by the Disciplinary Authority shall prevail.

Exemption

45. Notwithstanding the provisions of IIUM Mahallah Regulations, the University Authority may, in writing and for reasons of safety, security, health or well-being, exempt any Resident Student from complying with any parts of these IIUM Mahallah Regulations.

Attempt, aiding or abetting

46. A Resident Student who attempts, aids, or abets another person in committing an offence under these IIUM Mahallah Regulations, shall be deemed to have committed that offence.

Any breach of this regulation constitutes a compoundable offence and shall be dealt with in accordance with the procedures in Regulation 40 of the IIUM Mahallah Regulations.

Reservation of the University

47. (1) The University reserves the absolute right to interpret and decide upon any matter, including, but not limited to, any *Shariah* or Islamic issues.

(2) Notwithstanding the above, in relation to the interpretation of any *Shariah* and Islamic affair, doctrine or thought, including but not limited to those of all recognised Islamic schools; the University shall have absolute discretion to decide upon and determine such interpretation.

(3) Any interpretation or decision made by the University shall be final and conclusive.

Service of notice, letter, memo etc.

48. Any notice, letter, memo or document required to be served or given under these IIUM Mahallah Regulations shall be deemed to have sufficiently served if delivered by hand, sent by registered post to the last known address, or sent to a registered electronic addresses with the University. Such communication shall be deemed received by the intended recipients at the time of delivery would occur in the ordinary course of communication.

Saving Clause

49. (1) Mahallah Standing Order 2004 and Mahallah Discipline under Part III of the Students' Discipline Rules 2004 (Amendment 2006) are hereby repealed.

(2) Notwithstanding such repeal, any appointment made under the Mahallah Standing Order 2004 or Mahallah Discipline under Part III of the Students' Discipline Rules 2004 (Amendment 2006) shall be deemed to be made under the IIUM Mahallah Regulations.

(3) Provided further that any compound issued, any pending disciplinary proceeding or any disciplinary misconduct made under the Mahallah Standing Order 2004 and Mahallah Discipline under Part III of the

Students' Discipline Rules 2004 (Amendment 2006) shall be subjected to the IIUM Mahallah Regulations.

IIUM MAHALLAH REGULATIONS

Approving Authority	Title	Commencement
Board of Student Affairs	Mahallah Standing Order 2004	21 st October 2004
Majlis Meeting No. 71 - 28 th February 2006	Mahallah Discipline (Part III of the Students' Discipline Rules 2004 (Amendment 2006))	28 th February 2006