



# Airport Clearance and Pick-Up Service Form

(for International Students & East Malaysia students)

Please complete ALL sections of this form.

Campus			
<b>Section 1: Student Details</b>			
Name (as in Passport)		Gender	Age
Email Address			
Date of Birth		Passport No	
Nationality	Race		Religion
Address Home Country			
Contact No (Home)	Office		Fax
Emergency Contact No		Name & Relationship	
Education Agent (if applicable)		Contact No	

<b>Section 2: Airport Reception</b>			
Flight No		Airline	Airport
Arrival Date		Time (24hr clock)	
<b>Note:</b> You must confirm pickup before confirming your flight (pickup Monday-Friday: 0900-1700, Saturday: 0900-1300, other times: by special arrangement only)			
Will you be accompanied by anyone?	<input type="checkbox"/> Yes	If Yes, who? <input type="checkbox"/> Parent/Guardian <input type="checkbox"/> Relative <input type="checkbox"/> Limkokwing Student <input type="checkbox"/> Other	Name 1
	<input type="checkbox"/> No		Name 2

**Note:**

- a) Students who registered with Limkokwing accommodation are provided with complimentary airport pickup service. Additional passengers will be subject to charges.
- b) Students who opt not to stay in Limkokwing accommodation will have to arrange their own transport from the airport.

<b>Section 3: Programme Information</b>	
Programme	Commencement Date

<b>Section 4: Declaration</b>	
I have completed this form & understand that if this form is not received by Limkokwing University at least <b>seven(7) days before</b> my arrival, I am not guaranteed any arrival service.	
..... Name	..... Date

<b>Section 5: For SSD use only</b>	
Coordinated by (Marketing Counsellor)	Contact No
SSD officer	Date
Accommodation	<input type="checkbox"/> LUCT <input type="checkbox"/> Own (please specify).....
Staff Member Assigned (KLIA)	

**Important note:**

- Your data privacy is protected. We are compliant to the PDPA 2010.