TWINTECH
INTERNATIONAL UNIVERSITY COLLEGE OF TECHNOLOGY
DKU049(P)

AIRPORT ARRIVAL SERVICE FORM

Student's Particulars

Student Name	
Nationality	
Passport No.	
Email	
Mobile No.	International Roaming No.
	Emergency Contact No.
No. of accompanying Family members*	
	(pickup service for family members is subject to availability of space in transport provided, If seats are insufficient , we will assist in arranging for transportation by airport taxi at student's own cost)

Flight Arrival Information

Arrival Flight No :		*e.g. TG419*
Departure Date:		*e.g. (DD/MM/YYYY)*
Arrival Date:		*e.g. (DD/MM/YYYY)*
Departure Time:		*(Local departure time 24hours) e.g. 13:20*
Arrival Time:		*(Malaysia time 24hours) e.g. 19:30*

Departure country/city: _____

Arrival Port:
- ☐ KLIA (Kuala Lumpur International Airport)
- ☐ KLIA 2 (formerly known as LCCT)
- ☐ Sultan Abdul Aziz Shah Airport (Subang, SZB)

Accommodation Information (Please tick one of the following)

- ☐ I have applied for hostel accommodation and paid the booking fee.
- ☐ I have not applied for hostel accommodation but would like to do so.
- ☐ No, I do not need hostel accommodation. I have arranged my own accommodation.

Airport Transportation (Please tick one of the following)

- ☐ Yes, I require airport pickup, please inform my parents / family members at the below details after my arrival.
  Name:_____ Email: _____
- ☐ No, I do not require airport pickup, my friends / relatives will meet me at the airport.
  Please send the completed form to Mr Syed Mohammad Jamal Zaidi bin S Waseem Jafer Zaidi via email at info@twintech.edu.my .For any further queries, you may contact Mr Jamal @ 012 321 7086

Terms and Conditions:

- Please attach a copy of your **flight itinerary** to this form.
- Please ensure that you email us the arrival form at least ***five (5) working days*** prior to the arrival date.
- If there are any changes to the arrival schedule, please inform us at least **24 hours** before arrival. Failure to do so may result in a charge of **RM250** as service operating cost.
- A confirmation e-mail will be sent to you upon our receiving your arrival details.
- Twintech **will not be able** to process your request if the details provided above are incomplete or incorrect.
- Please arrange to arrive in Malaysia on a weekday. Please avoid arriving on Saturdays, Sundays and Malaysian Public Holidays)

Signature :   **Date :**