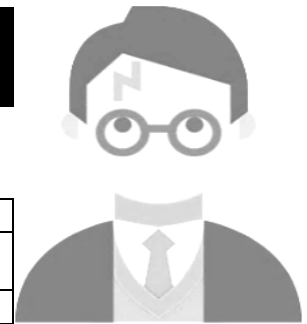


STUDENT APPLICATION FOR NEW STUDENT

(STUDENT MUST BE IN MALAYSIA DURING THE APPLICATION)

UPDATED: APRIL 2024
 AASC/UPPA/BR001/2021

	New	Holding a Student Pass/ Employment Pass/ Dependent Pass/ Others
	Progression	From Degree to Master / Master to PhD <i>(Student Pass Validity should be in 2 months)</i>
	Variation	Change course/ Institution (Must be within 1 year)



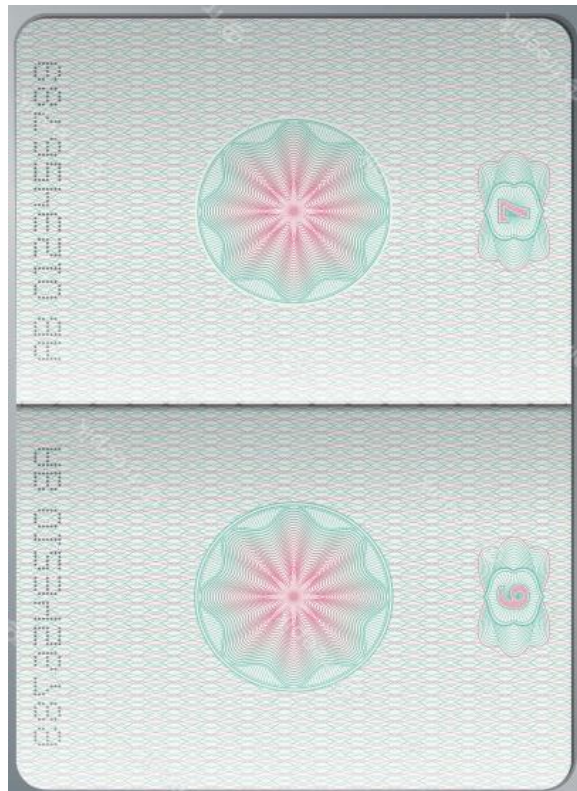
A. STUDENT'S DETAILS (<i>Capital Letter</i>)			
1. Full Name as per passport			
2. Email			
3. Passport Number		6. Country	
4. Level of Study		7. Student No	
5. Faculty		8. Contact Number	
B. DOCUMENTS CHECK LIST (PROVIDED BY STUDENT) <i>Please arrange the documents according to the sequence of the check list</i>			PLEASE TICK (!)
1. Two (2) pieces of recent passport photo (3.5cm x 5.0cm) with white colour background . Refer to the guidelines here .			
2. Two (2) sets of passport to be copied in all pages including blank pages in one sided of A4 paper. Only front details & current visa must be copied in coloured copy . 18 months of passport validity and above 6 blank pages left in the passport. <i>Passport pages must be scanned in one A4 size paper for each page in the booklet. Camera taken pages shall be rejected.</i>			
3. Two (2) copies of UM Offer Letter			
4. Two (2) copies of Latest Academic Transcript and Certificate from previous University			
5. Two (2) copies of Release Letter or/and Withdrawal Letter from previous University			
6. RM50.00 for Visa Processing Fee. (Not refundable) (payable through UM EPAY at epay.um.edu.my)			
7. Health Declaration Form (Please get at the Visa Counter)			
8. Letter of Eligibility (LOE) requested from the Embassy in Malaysia (For student from IRAN, LIBYA, OMAN and SUDAN ONLY)			

FOR OFFICE USED ONLY:

1. Passport Validity Date: _____
2. Current Pass Validity Date: _____
3. Entry Date to Malaysia: _____

IMPORTANT NOTE (PLEASE READ)

- ✓ The eVAL application process will take **minimum 21 working days** from date of complete application and payment (not inclusive of Visa Unit internal process). Once your documents are accepted, you may start tracking your application at the Education Malaysia Global Services (EMGS) website at visa.educationmalaysia.gov.my. All approved eVAL applications will be issued with an Electronic Visa Approval Letter (eVAL), and you may download the eVAL from the website once it is approved. Since the eVAL is issued by the Immigration Department, the processing time is at the discretion of the Immigration Department. **UM Visa Unit has no authority or influence over this process.**
- ✓ The requirement to leave the country depends on the type of the pass you are holding at the time of application, as well as the type of institution you are transferring to or from. Please be reminded that UM Visa Unit will only accept passport submission once you are registered as a student. Therefore, if you have shortened your previous Student Pass from your previous institution, please ensure that you have sufficient period to remain in Malaysia, until the date of registration. If you do not have a valid pass during this transition period, **you are required to return** to your home country and apply for a new eVAL under “New” category.
- ✓ Passport pages must be scanned in one A4 size paper for each page in the booklet.
- ✓ The Visa Unit will send the invoice issued by the EMGS within 3 working days through WhatsApp or email after the complete documents are received at the counter.



SAMPLES OF PASSPORT MUST BE SCANNED IN ONE A4 SIZE PAPER