UNIVERSITI MALAYA

UPDATED: DECEMBER 2024
AASC/UPPA/BR003/2022

IKAD RENEWAL / LOST / DAMAGED / WRONG INFORMATION APPLICATION FORM

A. STUDENT'S DETAILS *(Capital Letter)*

1. Full Name:			
2. Siswamail / Email:			
3. Passport Number:		**6. Country:**	
4. Level of Study:	**Bachelor / Master / PhD**	**7. Student ID Number:**	
5. Faculty:		**8. Malaysian Phone No:**	

B. IKAD RENEWAL CHECKLIST *Please arrange the documents according to the sequence of the check list*	PLEASE TICK (/)
1. A COPY of recent **passport photo** (45mm high x 35mm wide) with **white colour background**. Refer to the guidelines here.	
2. **A COPY** of **passport (front page and student pass page)** to be copied in **one sided** of A4	
3. **AN ORIGINAL COPY OF STUDENT CONFIRMATION LETTER FROM FACULTY** (Letter must state student's current status, signed by the Dean or Deputy Dean) and **addressed** to: **KETUA UNIT PAS PELAJAR** **Jabatan Imigresen Malaysia Wilayah Persekutuan Kuala Lumpur Cawangan EMGS,Menara TA One, No. 22, Jalan P. Ramlee 50250 Kuala Lumpur**	
4. **A COPY OF OLD IKAD**	
5. **A COPY OF ACADEMIC RESULT OR PROGRESS REPORT (*Must be certified by the Faculty*)**	
6. **AN ORIGINAL COPY OF ATTENDANCE REPORT FOR UNDERGRADUATE AND COURSEWORK STUDNET**	
7. **A COPY OF INSURANCE COVER NOTE (MUST BE ETIQA INSURANCE ONLY)** Please refer to ETIQA TAKAFUL OFFICE located at Ground Floor, Block E, Perdanasiswa Complex Email: etiqaagency.um@gmail.com or Via WhatsApp at **018- 967 7956.**	
7. **Payment Receipt 1**: iKAD Fee **(RM 50.00)** - Payable to **EMGS JOM PAY**	
8. **Payment Receipt 2**: **RM50.00** for Visa Processing Fee. (Not refundable) (payable through UM EPAY at epay.um.edu.my)	

C. REPLACEMENT OF IKAD/ LOST/ STOLEN/ DAMAGED *Please arrange the documents according to the sequence of the check list*	PLEASE TICK (/)
1. **A COPY** of **passport (front page and student pass page)** to be copied in **one sided** of A4	
2. **A COPY OF OLD IKAD**	
3. **ORIGINAL POLICE REPORT WITH STAMP**	
4. **Payment Receipt 1:** Payable to **EMGS JOM PAY (RM 150.00)**	
5. **Payment Receipt 2: RM 50.00** for Visa Processing Fee. (Not refundable) (payable through UM EPAY at epay.um.edu.my)	

Jom PAY

Biller Code: 231183
Ref-1: 20332
Ref-2: 471979

MFM/IKAD12_24

JomPAY online at Internet and Mobile Banking with your Current or Savings account