

**MASTER CLINICAL – FACULTY OF MEDICINE
- REGISTRATION AND CANDIDATURE**

1. Candidates are to take note of the following:-
 - (1) This offer is valid only for **one month starting from the specified registration date** in the offer letter. You are not allowed to postpone registration to the next semester. If you fail to register within the given period, this offer will lapse.
 - (2) Period of study: Minimum 4 years
Maximum 7 years
 - (3) Rules and Regulations governing the degree;
 - (a) A candidate shall not register concurrently for any programme of study that will lead to the award of any degree in this University or any other University or Institution.
 - (b) A candidate who is not a Malaysian citizen shall be required to attend at a satisfactory level a Bahasa Malaysia course that is conducted by the University before being conferred the Degree unless he possesses at least a pass in Bahasa Melayu or Bahasa Malaysia at the level of Sijil Pelajaran Malaysia or Level III in the Sijil Kecekapan Bahasa Malaysia or Level III in the Sijil Intensif Bahasa Malaysia of the University or a Bahasa Malaysia course recognised by the University.
 - (4) The fees for the programme as at <http://www.ips.um.edu.my>. The University has the right to vary the prescribed fees and other payments without prior notice to the candidate.
 - (5) For students with scholarships, please bring along an original copy and 3 duplicate copies of your letter of award. Nevertheless, you are required to pay fees which are not covered by your sponsor ie:
 - (i) JPA (MTCP) scholarships
- Health Services Fee for one semester – RM54.00
 - (ii) JPA (MTCP) scholarships (Clinical Programme)
- Health Services Fee for one year – RM108.00
2. For registration purposes, please:-
 - (1) Pay your fees as follows:-
 - (i) Credit card; or
 - (ii) Internet banking - CIMB Clicks (refer to Appendix 1)
 - (iii) Bill presentment – Bank Islam (refer to Appendix 2)
 Other methods of payment **are not allowed**.
 - (2) Complete the PD1A and PD2A forms. Get the doctor's confirmation on your health examination in the PD1A form and your chest x-ray film from the clinic or hospital.
 - (3) Bring along your original certificates and degree scroll for registration purposes. You are not allowed to register for the programme offered if you do not bring along your original certificates and degree scroll; and
 - (4) Bring along all the documents listed in the Registration Check List.
3. This offer of admission does not come with a Student Pass which is a government requirement for all foreign students. To facilitate the application of the Student Pass, a candidate is required to submit the documents as stated in **UM-PT01-PK02-GP001**. Candidates are reminded that a holder of a Student Pass is not permitted any form of paid employment in Malaysia unless he or she has obtained the required Work Permit.
4. The following documents are attached for your actions:
 - (1) Tentative Programme – Orientation and Registration
 - (2) Registration Checklist
 - (3) PD1A and PD2A Form (Report of Health Examination)
 - (4) Student Card Application Form
 - (5) Procedures for Applying Student Pass and Payment of Personal Bond

5. Please obtain an entry visa from the nearest Malaysian Embassy/Consulate. We will process your student pass on your arrival in Malaysia.
6. Kindly note that notwithstanding the terms and conditions of the programme of studies and candidature as stipulated in this offer letter, The University of Malaya has the right to amend or vary the said terms and conditions and you shall be subjected to all the terms and conditions as may be determined for your programme of studies including any amendments or variations as may be decided by The University from time to time.

PAYMENT OF FEES THROUGH INTERNET BANKING FOR EXISTING POSTGRADUATE CANDIDATES

Payment of fees can be done through *internet banking*. Please use the following guide which is provided by Bank to pay fees through *Internet Banking*.

A. Bank Commerce International Merchant (CIMB)	
1.	Log on to http://www.cimbclicks.com.my
2.	Click "Login".
3.	Key in "User ID" and 'Password'.
4.	Click "Submit".
5.	Then click " PAY BILLS ". (Do not click at "Transfer Fund" or at any other option).
6.	Please select the account to pay from by selecting "Payment From".
7.	Choose "Universiti Malaya-Postgraduate" under 'Payment To'.
8.	Key in "NRIC No." or "Passport No" for (International candidate).
9.	Key in the "Amount" to pay.
10.	Click "Submit".
11.	Key in "Student Matric Number" (New candidates can ignore this instruction and proceed to the next step).
12.	Click "Submit".
13.	Make sure the information and amount are correct before clicking the "confirm" button.
14.	Print receipt for reference.
	For enquiries, please contact: CIMB call centre 1 300 880 900 (Local) 603-22956100 (International) e-mail: cimbclicks@cimb.com

Assistant Registrar
Admissions Section
Institute of Graduate Studies
21 March 2011

APPENDIX 2

BANK ISLAM

Bank Islam Malaysia Berhad (No. 99127-X)

SLIP PEMBAYARAN BIL / BILL PAYMENT SLIP

NAMA
Name

NO. K/P
IC No.

BAYAR KEPADA
Pay To

JENIS PEMBAYARAN
Payment Type

NO. RUJ / NO. AKAUN BIL
Ref No. / Bill Acc. No.

WANG TUNAI / Cash

DEBIT AKAUN / Account Debited

JUMLAH DIDEBIT / Debited Amount

NO. TEL.
Tel. No.

TARIKH
Date

CEK DITERIMA UNTUK PUNGUTAN SAHAJA
Cheque are accepted for collection only
SILA GUNAKAN BORANG YANG BERASINGAN
BAGI SETIAP JENIS BIL / Please use separate
slip for each category of bills

BANK Bank	NO. CEK Cheque No.	TEMPAT Place	RM	SEN

JUMLAH Total	TOLAK KOMISEN Less Commission	JUMLAH BERSIH Net Total

ASM 38AN-1

No: H 447886

TELLER

OFFICER'S VERIFICATION

Yuran Pengajian Ijazah Tinggi / Postgraduate Tuition Fees

No. matrik (jika ada), untuk pelajar baru sila kosongkan / Matric no. (if any), for new student please ignored.

Amaun bayaran / Amount of payment

Nama pelajar / Student's name

No. KP atau no. pasport / IC No. or Passport No.

Bendahari, Universiti Malaya

Masukkan no. telefon / Telephone no.

Tarikh bayaran / Date of payment

**ORIENTATION AND REGISTRATION PROGRAMME
FOR CLINICAL COURSE MASTER'S PROGRAMME, SESSION 2011/2012**

[except for Master of Public Health, Master of Medical Science in Public Health,
Master of Medical Science (Coursework & Dissertation), Master of Medical Physics and Master of Nursing Science]

1 JUNE 2011 (WEDNESDAY)

- | | | |
|-----------------------|---|---|
| 8.30 – 9.00 a.m | - | Registration and Distribution of Handbook
(Foyer Dewan Jemerlang) |
| 9.00 – 10.15 a.m | - | Briefing by the: <ul style="list-style-type: none"> • Professor Dato' Dr. Ikram Shah Ismail
Dean Faculty of Medicine • Professor Dr. Christopher Boey Chiong Meng
Deputy Dean (Postgraduate) • Encik Mahamad Apandi Khalib
Deputy Registrar, IGS |
| 10.15 – 10.30 a.m | - | Q&A Session |
| 10.30 – 10.45 a.m | - | Break |
| 10.45 a.m – 12.00 p.m | - | Briefing by Prof. Madya Dr. Mohd Yasim Mohd Yusof
Senior Manager
Infection Control Unit |
| 2.00 – 5.00 p.m | - | Registration
(Main Exam Hall) |

2 JUNE 2011 (THURSDAY)

- | | | |
|----------------------|---|---|
| 8.30 – 9.30 a.m | - | Briefing by Dr. Pauline Lai Siew Mei
Department of Pharmacy
University Malaya Medical Centre |
| 9.30 – 9.45 a.m | - | Break |
| 9.45 a.m – 12.00 p.m | - | Briefing by Professor Dato' Dr. Patrick Tan Seow Koon
Deputy Director (Professional)
University Malaya Medical Centre |
| 2.00 – 5.00 p.m | - | Department's Orientation (Group 1, 2 & 3) |
| 2.00 – 2.45 p.m | - | Visit to TJ Danaraj Medical Library
(Group 4) |
| 2.45 – 3.30 p.m | - | Visit to TJ Danaraj Medical Library
(Group 5) |
| 3.30 – 4.15 p.m | - | Visit to TJ Danaraj Medical Library
(Group 6) |
| 2.00 – 2.45 p.m | - | Library Information Skills Training Session
(Computer Lab II) (Group 6) |
| 2.45 – 3.30 p.m | - | Library Information Skills Training Session
(Computer Lab II) (Group 4) |
| 3.30 – 4.15 p.m | - | Library Information Skills Training Session
(Computer Lab II) (Group 5) |

3 JUNE 2011 (FRIDAY)

9.00 a.m – 12.00 p.m	-	Department’s Orientation (Group 4, 5 & 6)
9.00 – 9.45 a.m	-	Visit to TJ Danaraj Medical Library (Group 1)
9.45 – 10.30 a.m	-	Visit to TJ Danaraj Medical Library (Group 2)
10.30 – 11.15 a.m	-	Visit to TJ Danaraj Medical Library (Group 3)
9.00 – 9.45 a.m	-	Library Information Skills Training Session (Computer Lab II) (Group 3)
9.45 – 10.30 a.m	-	Library Information Skills Training Session (Computer Lab II) (Group 1)
9.45 – 10.30 a.m	-	Library Information Skills Training Session (Computer Lab II) (Group 2)

Note: Candidates are advised to complete their registration on 1 June 2011 at Main Exam Hall, Faculty of Medicine

Reference:

Kumpulan 1: Sarjana Anestesiologi Sarjana Oftalmologi	Kumpulan 2: Sarjana Pediatrik Sarjana Perubatan Sukan Sarjana Otorinolaringologi, Surgeri Kepala & Leher
Kumpulan 3: Sarjana Perubatan Dalaman Sarjana Pembedahan Kanak-Kanak Sarjana Onkologi Klinikal	Kumpulan 4: Sarjana Perubatan Keluarga Sarjana Perubatan Pemulihan Sarjana Obstetrik & Ginekologi
Kumpulan 5: Sarjana Surgeri Sarjana Surgeri Ortopedik Sarjana Radiologi	Kumpulan 6: Sarjana Perubatan Psikologi Sarjana Patologi Sarjana Perubatan Kecemasan

**FLOW CHART FOR REGISTRATION ON 1 JUNE 2011 AT MAIN EXAM HALL
FACULTY OF MEDICINE**



Senarai Semak Pendaftaran
Registration Checklist

Sila gunakan senarai semak berikut untuk memastikan supaya dokumen pendaftaran tuan/puan lengkap semasa pendaftaran di Institut Pengajian Siswazah.

Please use the following checklist to ensure that all documents are complete during registration in the Institute of Postgraduate Studies.

Hanya calon yang membawa dokumen yang lengkap sahaja dibenarkan untuk mendaftar.

Only candidates with complete documents are allowed to register.

- | | |
|--|--------------------------|
| 1. Surat tawaran asal
<i>Original letter of offer</i> | <input type="checkbox"/> |
| 2. Sijil-sijil Asal
<i>Original Certificates</i> | |
| (a) Ijazah Sarjana
<i>Master Degree</i> | <input type="checkbox"/> |
| (b) Transkrip Ijazah Sarjana
<i>Master Degree Transcript</i> | <input type="checkbox"/> |
| (c) Ijazah Sarjana Muda
<i>Bachelor Degree</i> | <input type="checkbox"/> |
| (d) Transkrip Ijazah Sarjana Muda
<i>Bachelor Degree Transcript</i> | <input type="checkbox"/> |
| (e) Sijil SPM/MCE (untuk calon Malaysia sahaja) - kelulusan Bahasa Malaysia
<i>SPM/MCE Certificate (for Malaysians only) - Bahasa Malaysia grades</i> | <input type="checkbox"/> |
| (f) Keputusan TOEFL/IELTS (untuk calon antarabangsa)
<i>TOEFL/IELTS results (for International candidates only)</i> | <input type="checkbox"/> |
| (g) Lain-lain sijil (sekiranya berkenaan)
<i>Other certificates (if applicable)</i> | <input type="checkbox"/> |
| <hr/> | |
| <hr/> | |
| <hr/> | |
| <hr/> | |
| 3. Sekeping gambar berwarna ukuran paspot, yang terkini dan berlatarbelakang warna biru
<i>A copy of the latest passport size photograph with blue background</i> | <input type="checkbox"/> |
| 4. Laporan Pemeriksaan Kesihatan dan filem X-ray (PD1 dan PD2)
<i>Report of Health Examination and X-Ray film (PD1 dan PD2)</i> | <input type="checkbox"/> |
| 5. Surat tawaran Biasiswa/Tajaan yang asal dengan 3 salinan** (jika berkaitan)
<i>Original scholarship/sponsorship letter and 3 duplicate** copies (if applicable)</i> | <input type="checkbox"/> |
| 6. Borang Permohonan Kad Pelajar yang telah lengkap diisi
<i>Completed Student Card Application form</i> | <input type="checkbox"/> |

***Bayaran yuran juga boleh dibuat melalui kad kredit.**
Payment by credit card is also accepted.

****2 salinan untuk Pejabat Bendahari dan 1 salinan untuk Seksyen Kemasukan, IPS**
2 copies for Bursar Office and 1 copy for Admissions Section, IPS

HEALTH EXAMINATION GUIDELINES FOR ENTRY INTO MALAYSIAN HIGHER EDUCATION INSTITUTIONS

1. PLEASE READ THE INSTRUCTIONS CAREFULLY BEFORE FILLING IN THE FORM.
2. PLEASE FILL IN THE FORM IN **ENGLISH** LANGUAGE.
3. PLEASE WRITE IN **CAPITAL LETTERS**.
4. THIS FORM HAS **4 SECTIONS**
 - a) SECTION 1 (PART A AND B) TO BE FILLED BY THE CANDIDATES; AND
 - b) SECTION 2, 3 AND 4 TO BE FILLED BY THE EXAMINING DOCTOR
5. PLEASE COMPLETE ALL THE TESTS REQUIRED IN THIS FORM.
6. THE UNIVERSITY / COLLEGE ONLY ACCEPTS MEDICAL EXAMINATION DONE WITHIN **60 DAYS** BEFORE REGISTRATION OR WITHIN **30 DAYS** AFTER REGISTRATION.
7. PLEASE ATTACH ALL THE **ORIGINAL** LABORATORY RESULTS.
8. PLEASE BRING ALONG **CHEST X-RAY FILM AND REPORT** FOR REGISTRATION.
9. PLEASE ENSURE THE X-RAY FILM IS **LABELLED** WITH YOUR NAME AND DATE TAKEN (IN ENGLISH).
10. CHEST X-RAY DONE WITHIN **6 MONTHS PRIOR** TO REGISTRATION CAN BE ACCEPTED.
11. THE UNIVERSITY / COLLEGE RESERVES THE RIGHT TO **REPEAT** FULL MEDICAL CHECK-UP OR ANY SPECIFIC LABORATORY TESTS SHOULD THERE BE ANY DOUBT IN THE MEDICAL REPORT SUBMITTED. ALL COSTS INVOLVED SHALL BE BORNE BY THE CANDIDATES.
12. THE UNIVERSITY / COLLEGE RESERVES THE RIGHT TO **REJECT** ANY APPLICATION:
 - a) BASED ON THE RESULTS OF THE HEALTH EXAMINATION; OR
 - b) SHOULD THERE BE ANY EVIDENCE THAT THE APPLICANT HAS GIVEN FALSE INFORMATION IN THE HEALTH EXAMINATION REPORT OR ANY SUPPORTING DOCUMENTS
13. IT IS STRONGLY RECOMMENDED THAT THIS HEALTH EXAMINATION BE **PERFORMED IN MALAYSIA** BY MALAYSIAN MEDICAL PRACTITIONERS TO ENSURE COMPLIANCE WITH THE MALAYSIAN MINISTRY OF HEALTH GUIDELINES.



**UNIVERSITY OF MALAYA
HEALTH EXAMINATION REPORT
FOR FOREIGN STUDENTS**

PLEASE USE CAPITAL LETTERS

SECTION 1 (To be completed by candidate)
(PART A)

Passport size
photo

FULL NAME (AS IN PASSPORT)

[illegible]

INTERNATIONAL PASSPORT NO.

[illegible]

NATIONALITY

[illegible]

CONTACT NUMBER

--	--	--	--	--	--	--	--	--

DATE OF BIRTH

--	--	--	--	--	--

D D M M Y Y

AGE

--	--

SEX

MALE

7

FEMALE

--	--

MARITAL STATUS

SINGLE

7

MARRIED

--	--

ACADEMIC YEAR

				/				
--	--	--	--	---	--	--	--	--

COURSE CODE

--	--	--	--

SEMESTER

--	--

FACULTY

[illegible]

MATRIC NO.

--	--	--	--	--	--	--	--

NEXT OF KIN

[illegible]**NEXT OF KIN'S ADDRESS**[illegible]

NEXT OF KIN'S CONTACT NUMBER

[illegible]

SECTION 1
(PART B) – Please tick (✓) in the relevant box.

Declaration of self and family illness. Explain in full if you or your family has any of the following illnesses.

* Immediate family refers to father, mother, brothers / sisters

MEDICAL PROBLEMS	SELF		IMMEDIATE FAMILY		If “Yes” please state.
	Yes	No	Yes	No	
1. Congenital or inherited disorder					
2. Allergy					
3. Mental illness					
4. Fits, stroke, other neurological disease					
5. Diabetes Mellitus					
6. Hypertension					
7. Heart or vascular disease					
8. Asthma					
9. Thyroid disease					
10. Kidney disease					
11. Cancer					
12. Tuberculosis					
13. Drug addiction					
14. AIDS, HIV					
15. History of surgery					
16. Other illnesses					

Current medication (Long term)

IMMUNIZATION HISTORY (where applicable)	DATE IMMUNIZED					
1. Yellow fever						
2. BCG						
3. Meningitis (Quadrivalent)						
4. Hepatitis B						
5. Rubella						
6. Others:						

I hereby certify that the information given above is true. I understand that my application will be rejected if there is any false information given. I hereby give my consent for this medical report to be submitted to the university

.....
Date

.....
Signature of candidate

1. BASIC MEASUREMENT	
HEIGHT : _____ m	BLOOD PRESSURE : _____ mmHg
WEIGHT : _____ kg	PULSE RATE : _____ / min
VISION TEST : Unaided : (R) _____ (L) _____ Aided : (R) _____ (L) _____	COLOUR VISION TEST : NORMAL / ABNORMAL

2. GENERAL EXAMINATION			
ITEM	YES	NO	COMMENT
a. DEFORMITIES			
b. PALLOR			
c. CYANOSIS			
d. JAUNDICE			
e. OEDEMA			
f. SKIN DISEASES			

3. SYSTEMIC EXAMINATION			
ITEM	NORMAL	ABNORMAL	COMMENT
a. EYES (including funduscopy)			
b. EARS			
c. NOSE			
d. ORAL CAVITY / THROAT			
e. NECK			
f. HEART			
g. LUNGS			
h. ABDOMEN / HERNIA ORIFICES			
i. NERVOUS SYSTEM			
j. MENTAL CONDITION			
k. MUSCULOSKELETAL SYSTEM			

URINE TEST		
ITEM	DATE TAKEN	RESULT
a. ALBUMIN		
b. SUGAR		
c. MICROSCOPIC		
d. MORPHINE		
e. CANNABIS		
f. AMPHETAMINES TYPE STIMULANT		

BLOOD TEST (Official results for the laboratory blood test mentioned below must be enclosed)		
ITEM	DATE TAKEN	RESULT
a. HEPATITIS Bs ANTIGEN		
b. HEPATITIS C		
c. HIV		
d. VDRL / TPHA		
e. MALARIAL PARASITE		

CHEST X-RAY INFORMATION	
CHEST X-RAY NO.	
DATE TAKEN	
PLACE TAKEN	
REPORT	

SECTION 4 - CERTIFICATION BY THE EXAMINING DOCTOR

Please tick (✓) in the appropriate box

I certify that I have on this date _____ examined
Mr /Ms _____Passport No. _____
and found him / her :-

☐ IN GOOD HEALTH

☐ HAS MEDICAL PROBLEM (Please State)

☐ IS UNDERGOING TREATMENT FOR: (Please State)

Date _____

Signature of Doctor : _____
Name of Doctor : _____
Qualification and : _____
Official stamp of Clinic

Remarks By University Official :

SECTION 5 – AUTHORISATION FOR ANAESTHESIA & SURGICAL PROCEDURE

Medical Officer / Student Health Physician

University _____

I _____ father / mother / guardian / next of kin to

Applicant _____ I/C No./Passport No. _____
Name of applicant

hereby authorize the medical officer to sign on the behalf for anesthesia or a surgical procedure on the applicant on my absence, in the event of an emergency, as confirmed by the attending doctor when required.

I will absolve the University of any claims or responsibilities from any unfavorable consequences which may arise from the said procedures.

Name of father/mother/guardian/next of kin

Yours faithfully

Address : _____

Signature of father / mother /
guardian / next of kin

Telephone No. : _____

Date : _____



Pengesahan Penerimaan Laporan Pemeriksaan Kesihatan & Filem X-Ray
Receipt of Medical Check-Up & X-Ray Film

Nama Calon:
Name of Applicant: _____

Alamat Calon:
Address of Applicant: _____

Dimaklumkan bahawa borang laporan pemeriksaan kesihatan PD1 (UM-PT07-PK01-BR003-S00) dan filem X-Ray anda telah diterima.
Wish to inform that your medical check-up form PD1 (UM-PT07-PK01-BR003-S00) and X-Ray film has been received.

*Nota Penting: Calon perlu menyimpan borang PD2 (UM-PT07-PK01-BR004-S00) untuk ditunjukkan kepada pihak Seksyen Kemasukan apabila mengambil kad matrik masing-masing.
Important Notes: The candidate is advised to produce this slip at the Admission Section when collecting the student card

Yang benar
Yours sincerely

Doktor Kesihatan Pelajar
Student Health Physician

UM-PT07-PK01-BR004-S00

Borang Permohonan Kad Pelajar

Student Card Application Form



SESI 2011/2012

Nama penuh seperti dalam Kad Pengenalan (Untuk calon warganegara Malaysia):

Full name as in passport (for international candidate):

[illegible]

**Lekatkan gambar
berwarna
berukuran paspot
yang terkini dan
berlatarbelakang
warna biru di sini**
*Affix your latest
passport size colour
photograph with blue
background here*

**No. Kad Pengenalan Baru
(Untuk calon warganegara
Malaysia):**

Passport No
(For international candidate):

[illegible]

No Kad Pelajar
Student Card No.

--	--	--	--	--	--	--	--	--

Akademi/Fakulti/Institut/Pusat
Academy/Faculty/Institute/Centre

Tandatangan calon
Candidate's signature

Tarikh
Date

BORANG INI HENDAKLAH DIISI DAN DISERAHKAN PADA HARI PENDAFTARAN DI INSTITUT PENGAJIAN SISWAZAH
COMPLETE AND SUBMIT THIS FORM ON REGISTRRTION DAY AT INSTITUTE OF GRADUATE STUDIES

IMMIGRATION GUIDELINES FOR INTERNATIONAL APPLICANTS

The offer of admission does not come with a student pass which is a government requirement for all international students. A student must obtain a '**single entry visa**' from the nearest Malaysian embassy/consulate before entering Malaysia.

I. NEW APPLICATION

1. International applicants who are offered a place to study in Malaysia are required to have their 'student pass' approved before entering this country.
2. The following documents are required before applying for the 'student pass' and the candidates is required to submit to the Visa Unit, International Student Centre (ISC) at the Institute of Graduate Studies building:
 - i. The passport should have at least one year validity period that covers the period of study.
 - ii. One copy of the official letter offered from the university.
 - iii. Two photocopies of passport (*inclusive of the front page and all used pages*)
 - iv. Three passport-sized photographs for other countries and five passport-sized photographs for China.
 - v. Two sets of IM 14 document (will be given by the Visa Unit,ISC)
 - vi. One photocopy of the medical health report
 - vii. One photocopy of student insurance statement
 - viii. Personal bond. Payment should be in a form of a bank draft.

Personal Bond

In addition, the Immigration Authority of Malaysia requires all universities in Malaysia to sign a Personal Bond on behalf of the candidate, binding the University for the said sum. To comply with this requirement, the University requires a candidate to lodge with the University the said sum for this purpose. This money will be returned to the student upon completion or withdrawal of his/her study in this University, on condition that there is no violation of any provision of the Immigration Ordinance 1959 (F.M. 12 of 1969) and Immigration Regulations 1963 (F.L.N 228/63). (*please refer to the Appendix A.*)

Once the candidate has ascertained the rate of bond, please prepare a Bank Draft payable to '**Bursar University of Malaya**' for that sum in Malaysian Ringgit (MYR) on your arrival.

3. Applicants who have previously applied in any institution in Malaysia are required to cancel their application from the said institution. University of Malaya cannot apply for a student pass for the candidate unless that institution has made the cancellation with the immigration office. Applicants are required to get a letter of release from the said institution.
4. For student holding a student pass from another institution, please ensure that the student pass validity period is shortened by the said institution.
5. Applicants need to register and pay all the required fees before submitting their passports to the Visa Unit, International Student Centre (ISC). ISC will liaise with the Immigration Office to get the student pass for the applicants.

II. POSTGRADUATE STUDENTS WITH FAMILY

1. Candidates who wish to bring their families to Malaysia need to complete their registration before bringing them to the Malaysia.

2. The candidate may request for a letter of invitation to the candidate's family member from the Visa Unit, ISC so that the family can get a **single entry visa** from the nearest Malaysian Embassy in his/her country.
3. Upon the arrival of the family members, the candidate is required to submit the following documents for a dependant pass application:
 - i. Two photocopies of passport (*Inclusive of the front page with photograph and all the used pages*)
 - ii. Marriage certificate or a letter from the respective Embassy
 - iii. Children's birth certificates
 - iv. Two passport-size photographs of each family member.

III. JOURNEY PERFORMED (JP) VISA

1. A sum of RM20.00 will be charged in addition to the normal Student Pass processing fee if the candidate who come from a country that requires a visa to enter Malaysia **but** entered :
 - i. **without** a single entry visa
 - ii. **without** Permission Letter from the Immigration Department
 - iii. with a Permission Letter that has **expired**

IV. EXTENSION OF STUDENT PASS/DEPENDANT PASS

1. Application for extension of 'student pass/dependant pass' must be made through Unit Visa, ISC at **one months** before the expiry date of the said visa. The application must include the following:
 - i. A photocopy of the passport, the original passport and payment of pass/visa charges (*please refer to the Appendix B*)
 - ii. A copy of the most recent examination results
 - iii. A progress report from the faculties' recommendation for continuation of candidature.
2. Any penalty imposed by the Immigration office for overstay or other penalties must be borne by the applicant.
3. Candidates who have reached the maximum period of candidature need to obtain approval for extension of period of study before applying for a visa.
4. Candidates also need to renew the validity period of **one year** for their passport before applying for extension of visa.
5. The Malaysian Immigration authorities require at least **30 working days** to process the Student Pass.
6. These regulations are subject to changes from time to time. Should you have any enquiries on immigration matters, please contact us :-

Visa Unit

International Students Centre

University of Malaya

Telephone number: 603-7967 4636

Email: isc@um.edu.my

Rate of Personal Bond

Countries	Rate in Malaysian Ringgit (MYR)
Canada	2,000.00
Australia	1,500.00
Africa	1,500.00
British C.I	1,500.00
China	1,500.00
European Nations (EU)	1,500.00
German	1,500.00
Middle East countries	1,500.00
United Kingdom	1,500.00
Tunisia	1,500.00
Vietnam	1,500.00
Hong Kong	1,000.00
Korea	1,000.00
Japan	1,000.00
India	750.00
Taiwan	750.00
Sri Lanka	750.00
Philippines	750.00
Pakistan	750.00
Bangladesh	750.00
Indonesia	500.00
Thailand	300.00
Singapore	Gratis
Brunei	Gratis
Commonwealth countries	Gratis
USA	Gratis

For countries not listed in this schedule, the rate of bond is **MYR1,500.00**

CHARGES FOR STUDENT PASS/ DEPENDANT PASS/ SPECIAL PASS

TYPE OF PASS	PAYMENT
Student Pass	MYR60.00 per year (<i>depends on the recent examination results</i>)
Dependant Pass	MYR90.00 per year
Special Pass	MYR100.00 for a minimum 14 days

VISA CHARGES

COUNTRIES	CHARGES (MYR)	COUNTRIES	CHARGES (MYR)
Argentina	20.00	Italy	10.00
Bangladesh	20.00	Liberia	13.00
Bhutan	20.00	Mexico	18.00
Bolivia	11.00	Myanmar	20.00
Brazil	17.00	Nepal	20.00
Bulgaria	22.00	Panama	15.00
Chile	25.00	Pakistan	20.00
China	30.00	Peru	20.00
Costa Rica	9.00	Philippines	36.00
Denmark	6.00	Portugal	7.00
Dominica	13.00	Saudi Arabia	18.00
Ecuador	7.00	South Korea	13.00
Finland	7.00	Spain	12.00
France	13.00	Sri Lanka	15.00
Haiti	16.00	Sudan	13.00
Hungary	21.00	U.S.A	6.00
India	50.00	Vietnam	14.00
Indonesia	15.00	Venezuela	18.00

No visa charges (Gratis) for countries listed below:

COUNTRIES			
Japan	Thailand		

For countries not listed in this schedule, the rate of visa is MYR20.00