

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

1. Candidates are to take note of the following:-

- (1) Candidate are required to register within one month **from the specified registration date** in the offer letter. This offer is valid only for Semester I, 2012/2013. 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; - 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 documents and also a fotocopy (certified true copy) 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 (**APPENDIX 4**).
- (5) **International candidates are required to obtain the insurance for themselves that organized by the University. For further detail on the insurance please browse International Students Centre (ISC) website at (<http://www.isc.um.edu.my>).**

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 (**APPENDIX 3**)
  - (2) Registration Checklist (**APPENDIX 4**)
  - (3) PD1A and PD2A Form (Report of Health Examination) (**APPENDIX 5**)
  - (4) Student Card Application Form (**APPENDIX 6**)
  - (5) Procedures for Applying Student Pass and Payment of Personal Bond (**APPENDIX 7**)
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 <a href="http://www.cimbclicks.com.my">http://www.cimbclicks.com.my</a>
2.	Click "Login".
3.	Key in "User ID" and 'Password'.
4.	Click "Submit".
5.	Then click " <b>PAY BILLS</b> ". (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.
	<b>For enquiries, please contact:</b> <b>CIMB call centre 1 300 880 900 (Local)</b> <b>603-22956100 (International)</b> <b>e-mail: <a href="mailto:cimbclicks@cimb.com">cimbclicks@cimb.com</a></b>

Dean  
Institute of Graduate Studies  
4 April 2012

# 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

**SILA PASTIKAN NO. RUJ. ATAU NO. AKAUN BIL DITULIS DI BELAKANG CEK**  
Please ensure your Ref. No. or Bill Acc. No. is written on the back of your cheque

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

**CEK DITERIMA UNTUK PUNGUTAN SAHAJA**  
Cheque are accepted for collection only

**SILA GUNAKAN BORANG YANG BERASINGAN**  
Please use separate slip for each category of bills

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.**

**Masukkan no. telefon / Telephone no.**

**Tarikh bayaran / Date of payment**

**Bendahari, Universiti Malaya**



**ORIENTATION AND REGISTRATION PROGRAMME  
FOR CLINICAL COURSE MASTER'S PROGRAMME, SESSION 2012/2013**

[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]

**30 MAY 2012 (WEDNESDAY)**

8.30 – 9.00 a.m	-	Registration Session (Foyer Dewan Jemerlang)
9.00 – 10.15 a.m	-	Briefing by: <ul style="list-style-type: none"><li>• Professor Dr. Adeeba Kamarulzaman Dean Faculty of Medicine</li><li>• Professor Dr. Christopher Boey Chiong Meng Deputy Dean (Postgraduate)</li><li>• Professor Datin Dr. Norhanom Abdul Wahab Dean, IGS</li></ul>
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 Assoc. Prof. Dr. Mohd Yasim Mohd Yusof Senior Manager Infection Control Unit
2.00 – 5.00 p.m	-	Registration (Dewan Jemerlang & Dewan Bidara)

**31 MAY 2012 (THURSDAY)**

8.30 – 9.30 a.m	-	Briefing by Mr. Izam Ezri Mohamed Zakaria 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 <b>(Group 1, 2 &amp; 3)</b>
2.00 – 2.45 p.m	-	Visit to TJ Danaraj Medical Library <b>(Group 4)</b>
2.45 – 3.30 p.m	-	Visit to TJ Danaraj Medical Library <b>(Group 5)</b>
3.30 – 4.15 p.m	-	Visit to TJ Danaraj Medical Library <b>(Group 6)</b>
2.00 – 2.45 p.m	-	Library Information Skills Training Session (Computer Lab II) <b>(Group 6)</b>
2.45 – 3.30 p.m	-	Library Information Skills Training Session (Computer Lab II) <b>(Group 4)</b>
3.30 – 4.15 p.m	-	Library Information Skills Training Session (Computer Lab II) <b>(Group 5)</b>

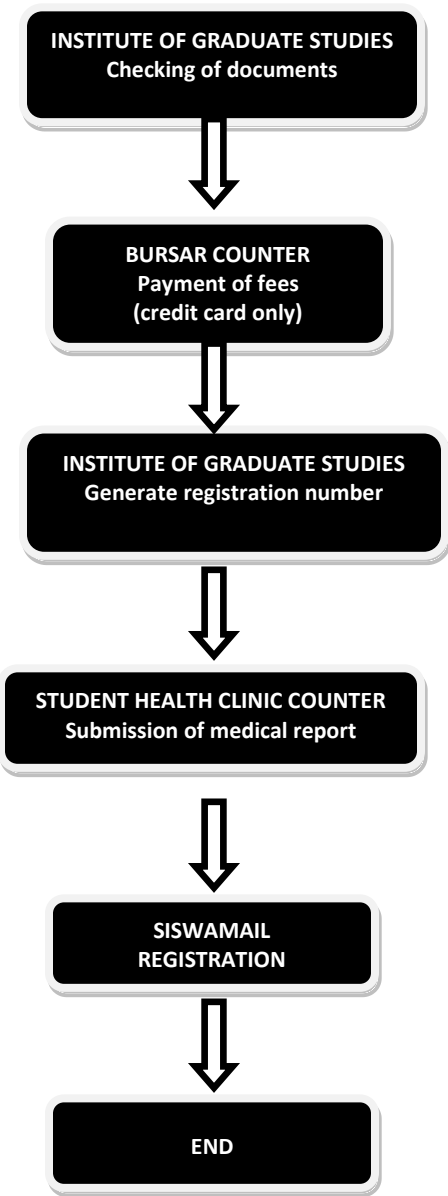
<b><u>1 JUNE 2012 (FRIDAY)</u></b>		
9.00 a.m – 12.00 p.m	-	Department’s Orientation <b>(Group 4, 5 &amp; 6)</b>
9.00 – 9.45 a.m	-	Visit to TJ Danaraj Medical Library <b>(Group 1)</b>
9.45 – 10.30 a.m	-	Visit to TJ Danaraj Medical Library <b>(Group 2)</b>
10.30 – 11.15 a.m	-	Visit to TJ Danaraj Medical Library <b>(Group 3)</b>
9.00 – 9.45 a.m	-	Library Information Skills Training Session (Computer Lab II) <b>(Group 3)</b>
9.45 – 10.30 a.m	-	Library Information Skills Training Session (Computer Lab II) <b>(Group 1)</b>
10.30 – 11.15 a.m	-	Library Information Skills Training Session (Computer Lab II) <b>(Group 2)</b>

**Note:** Candidates are advised to complete their registration on 30 May 2012 at Dewan Jemerlang & Dewan Bidara, Faculty of Medicine

**Reference:**

<b>Group 1:</b> Master of Anaesthesiology Master of Ophthalmology	<b>Group 2:</b> Master of Pediatrics Master of Sports Medicine Master of Otorhinoloayngology – Head & Neck Surgery
<b>Group 3:</b> Master of Internal Medicine Master of Paediatric Surgery Master of Clinical Oncology	<b>Group 4:</b> Master of Family Medicine Master of Rehabilitation Medicine Master of Obstetrics & Gynaecology
<b>Group 5:</b> Master of Surgery Master of Orthopaedic Surgery Master of Radiology	<b>Group 6:</b> Master of Psychological Medicine Master of Pathology Master of Emergency Medicine

**FLOW CHART FOR REGISTRATION ON 30 MAY 2012  
AT DEWAN JEMERLANG & DEWAN BIDARA, FACULTY OF MEDICINE**



## **\*\*INSURANCE PLAN (ONLY FOR INTERNATIONAL CANDIDATES)**

All register University of Malaya International candidates are required to obtain the insurance for themselves during their candidature that organized by the University.

### **Method of payment:-**

#### **1. CIMB Bank Slip**

Use the Bank slip's available from CIMB Bank and pay to the following:

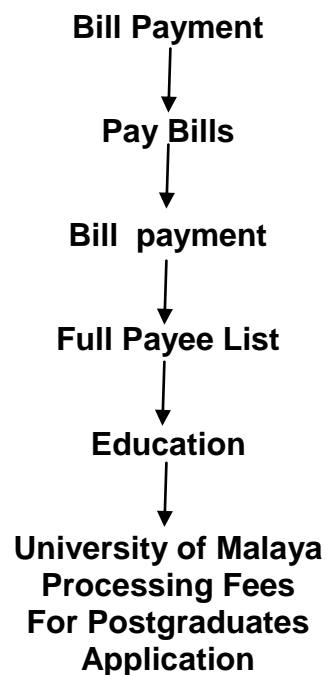
**Account No. : 14400004005053**

**Name: BURSAR UNIVERSITY OF MALAYA  
(INSURANCE PAYMENT)**

Present the bank slip as proof of payment to IGS during registration

#### **2. CIMB On-line**

Kindly log on to your cimbclicks at <http://www.cimbclicks.com.my> and pay to the account below:



Print and present the Proof of payment to IGS during registration



**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 Graduate Studies.*

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

Sila susun dokumen asal dan salinan (disahkan benar) seperti berikut:

*Only candidates with original and complete documents are allowed to register. Please arrange the original documents and copies (certified true copy) of the order as follows:*

1. **Dokumen asal dan salinan (disahkan benar)**

*Original documents and copies (certified true copy)*

- |  |                          |
|--|--------------------------|
| (a) <b>Surat tawaran asal</b><br><i>Original offer letter</i>  | <input type="checkbox"/> |
| (b) <b>Kad Pengenalan (untuk calon Malaysia)</b><br><i>Passport (for International candidates)</i>   | <input type="checkbox"/> |
| (c) <b>Ijazah Sarjana</b><br><i>Master Degree</i>  | <input type="checkbox"/> |
| (d) <b>Transkrip Ijazah Sarjana</b><br><i>Master Degree Transcript</i>   | <input type="checkbox"/> |
| (e) <b>Ijazah Sarjana Muda</b><br><i>Bachelor Degree</i>   | <input type="checkbox"/> |
| (f) <b>Transkrip Ijazah Sarjana Muda</b><br><i>Bachelor Degree Transcript</i>  | <input type="checkbox"/> |
| (g) <b>Sijil SPM/MCE (untuk calon Malaysia) - kelulusan Bahasa Malaysia</b><br><i>SPM/MCE Certificate (for Malaysians only) - Bahasa Malaysia grades</i> | <input type="checkbox"/> |
| (h) <b>Keputusan TOEFL/IELTS (untuk calon antarabangsa)</b><br><i>TOEFL/IELTS results (for International candidates)</i>                                 | <input type="checkbox"/> |
| (i) <b>Lain-lain sijil (sekiranya berkenaan)</b><br><i>Other certificates (if applicable)</i>  | <input type="checkbox"/> |

2. **Bayaran Insuran (untuk calon antarabangsa)**

*Insurance Payment (for International candidates)*

3. **Surat tawaran Biasiswa/Tajaan yang asal dengan 3 salinan\*\* (sekiranya ada)**

*Original scholarship/sponsorship letter and 3 duplicate\*\* copies (if any)*

**\*\*2 salinan untuk Pejabat Bendahari dan 1 salinan untuk Seksyen Kemasukan, IPS**

*\*\* 2 copies for Bursar Office and 1 copy for Admissions Section, IPS*

4. **Dua keping gambar berwarna ukuran paspot, yang terkini dan berlatarbelakang warna biru**

*Two copies of the latest passport size photograph with blue background*

5. **Laporan Pemeriksaan Kesihatan yang telah lengkap diisi**

**dan filem X-ray (PD1 dan PD2) (LAMPIRAN 5)**

*Completed Report of Health Examination form and X-Ray film (PD1 dan PD2) (APPENDIX 5)*

6. **Borang Permohonan Kad Pelajar yang telah lengkap diisi (LAMPIRAN 6)**

*Completed Student Card Application form (APPENDIX 6)*

7. **Bukti Pembayaran Yuran**

*Proof of fees payment*

**- Bayaran yuran juga boleh dibuat melalui kad kredit.**

*Payment by credit card is also accepted.*

**Untuk Kegunaan Pejabat IPS Sahaja:**

*IPS Office purpose only:*

DISEMAK OLEH CHECK BY	
TARIKH DATE	
TANDATANGAN SIGNATURE	

## 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**[illegible]**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 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](mailto: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