



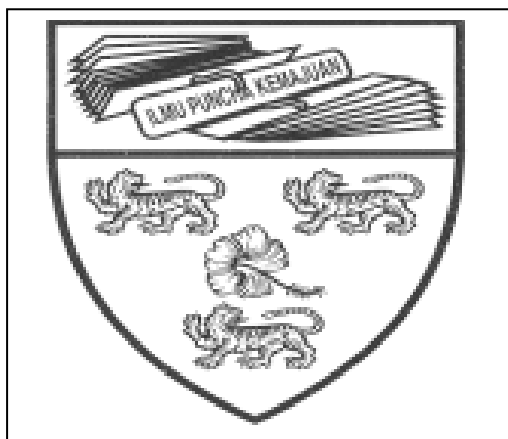
## PELAN PERLINDUNGAN INSURAN BAGI PELAJAR UNIVERSITI MALAYA

Dimaklumkan bahawa pelajar Universiti Malaya adalah dibawah perlindungan insuran takaful keluarga berkelompok oleh syarikat Takaful Malaysia Berhad yang telah dilantik oleh pihak universiti./ Please be informed that University students are under the protection of the family Takaful Insurance company group Etiqa Takaful Malaysia Berhad has been appointed by the University

Oleh yang demikian, pelajar tidak perlu mencarum insuran lain bagi tujuan kerja lapangan yang dijalankan samada didalam ataupun di luar negeri. Sekiranya berlaku kemalangan, pelajar boleh membuat tuntutan insuran melalui Bahagian Hal Ehwal pelajar & Alumni dengan mengisi borang yang disediakan yang boleh diambil di Bahagian ini./ Therefore, students do not have other insurance contributions for the perpose of field work carried out wheather in or outside the state. In an accident occurs, the student can claim the insurance through the Division Students & Alumni Affairs by failing out the form to be taken in this part.

Bersama-sama ini disertakan prosedur, skop dan amaun perlindungan pelan Takaful Keluarga Berkelompok untuk rujukan./Attached, included the procedures scope and amount of coverage for the Group Family Takaful plan reference.

Sekian, untuk makluman pelajar.



**BAHAGIAN HAL EHWAL PELAJAR  
UNIVERSITI MALAYA**

**PELAN TAKAFUL KELUARGA BERKELOMPOK  
MELINDUNGI PELAJAR-PELAJAR UNIVERSITI MALAYA**

**A. SKOP & AMAUN PERLINDUNGAN**

<b>Bil</b>	<b>Skop Perlindungan/Scope</b>	<b>Manfaat Takaful/ Cover Amount</b>
1	Kematian Biasa ( Sakit )/ Natural Death (sickness)	RM 8,000.00
2	Kematian Kemalangan/ Accidental Death	RM 20,000.00
3	Keilatan Kekal Seluruh Tubuh Badan /Permanent Total Disability (due to accidental causes)	RM 8,000.00
4	Keilatan Kekal Anggota Badan Akibat Kemalangan/ Permanent Disablement (due to accidental causes)	RM 20,000.00
5	Perbelanjaan Perubatan Akibat Kemalangan/ Medical Expenses (due to accidental causes)	RM 1500.00
6	Perbelanjaan Pengkebumian/ Funeral Expenses	RM 1,000.00
7	Manfaat Wad Hospital Akibat Kemalangan/ Hospital Ward Benefits (due to accidental causes)	RM 30 sehari/per day (30 hari/day)
8	Kos Penghantaran Pulang (Kematian Akibat Kemalangan)/ Repatriation expenses (Death)	RM 1,000.00

**\* Tidak termasuk kematian yang disebabkan oleh penyakit AIDS dan bunuh diri/ *\*Not included death due to AIDS and Suicide***

## B. PROSEDUR TUNTUTAN/ CLAIMING PROCEDURE

1. Jika berlaku kemalangan, sila maklumkan ke Pejabat Hal Ehwal Pelajar dengan segera. / If an accident has occurred, please notify the Students' Affairs and Alumni Office as soon as possible.
2. Borang tuntutan boleh diperolehi dari Pejabat Hal Ehwal Pelajar, Universiti Malaya./ The claim form can be found at the Students' Affairs and Alumni Office, University of Malaya.
3. Pegawai yang bertanggungjawab menguruskan tuntutan insuran ialah Cik Fakhriatul Azhan Abd Aziz (03-79673410) dan di bantu oleh Cik Farah Amalina Abu Bakar (03-79673497)./ The officer in charge of insurance claims is Ms Fakhriatul Azhan Abd Aziz (+603 79673410) and is assisted by Ms Farah Amalina Abu Bakar (+603 79673497).
4. Tuntutan hendaklah dibuat dengan mengemukakan borang asal (tidak boleh fotostat)./ Original form (not photo stated) has to be issued when making a claim.
5. Maklumat yang diisi dalam borang hendaklah lengkap. Borang asal hanya untuk kegunaan rasmi Syarikat Takaful Malaysia Berhad bagi merekodkan butir-butir peribadi penuntut./ Information given in the claim form has to be complete. The original form will only be used for official purposes by Etiqa Takaful Berhad to record personal details of the claimant.
6. Dokumen seperti surat pengesahan rawatan dan surat rawatan doktor hospital hendaklah dalam bentuk asal dan disertakan bersama borang tuntutan./ Documents such as letter of treatment verification letters and hospital doctor's treatment letters have to be original and attached with
7. Salinan dokumen berikut juga perlu disertakan bersama borang tuntutan/ A copy of the following the claim form.
  - a. Salinan kad pengenalan dan kad matrik/ A copy of student's identity card and metric card
  - b. Laporan Polis ( jika kes kemalangan )/ Police Report (if it is an accident case);
  - c. Laporan Perubatan dari doktor yang bertauliah/ Medical Report from a doctor on oath;
  - d. Permit Penguburan ( jika kematian )/ Burying Permit (if it is a death);
  - e. Sijil Kematian ( jika kematian )/ Death Certificate (if it is a death);
  - f. Surat masuk dan keluar wad yang disediakan oleh pihak hospital berkenaan/ Ward entry and discharge letter from the respective hospital;
  - g. Resit/Bil perubatan ( salinan asal ) dari pihak hospital berkenaan/ Medical Receipt/Bill (original copy) from the respective hospital;
  - h. Laporan Post-Mortem ( jika perlu )/ Post-Mortem Report (if required)
8. Ibu/Bapa/Waris terdekat pelajar yang meninggal dunia akibat kemalangan atau sakit biasa dikehendaki menulis surat tuntutan kepada Timbalan Naib Canselor (HEP)./ A letter of claim directed to the Deputy Vice Chancellor (HEP & Alumni) has to be written by the mother/father/beneficiary of the student who has passed away due to accidental or natural causes
9. Borang yang telah lengkap beserta dokumen-dokumen yang diperlukan hendaklah diserahkan kepada Cik Fakhriatul Azhan Abd Aziz atau Cik Farah Amalina Abu Bakar di Pejabat Hal Ehwal Pelajar./ The completed form attached with the necessary documents has to be handed to Ms Fakhriatul Azhan Abd Aziz (+603 79673410) or Ms Farah Amalina Abu Bakar (+603 79673497) at the Students' Affairs and Alumni Office
10. Tuntutan hendaklah dikemukakan ke Pejabat Hal Ehwal Pelajar & Alumni **sebulan (30 hari)** dari tarikh berlaku insiden./ The claim has to be made to the Students' Affairs and Alumni Office a month (30 days) from the date of the accident.