



EXTENSION OF STUDENT PASS APPLICATION FORM

A. APPLICANT'S DETAILS (Capital Letter)

1. Full Name : _____
2. Matric No : _____
3. Passport Number : _____
4. Nationality : _____
5. Contact Number : _____
6. Email : _____
7. Level of Study:
 Bachelor Master PhD

(3.5 CM)



(5.0 CM)

**PASSPORT PHOTO
(WHITE BACKGROUND)**

B. DOCUMENTS CHECK LIST		PLEASE (v) TO VERIFY	
APPLICANT'S DOCUMENTS		Applicant	ISC staff
1	A RECENT PASSPORT PHOTO with WHITE background (size : 3.5cm x 5cm) *Please refer the photo's specification provided		
2	TWO (2) COPIES OF PASSPORT (all pages) including blank pages and a clear copy must be made on one side of A4 size paper. Please make sure all important information in your passport such as stamps and page numbers can clearly be seen while making copies of it (Please bring the original passport for verification). A. Passport must be VALID AT LEAST 12 MONTH from the expected date of approval. B. Passport must contain DATE OF LATEST ENTRY to Malaysia		
3	AN ORIGINAL COPY OF STUDENT CONFIRMATION LETTER FROM THE FACULTY (Letter must state student's current status, signed by the Dean or Deputy Dean) and addressed to: Ketua Unit Pas Pelajar Pejabat Imigresen Malaysia Wilayah Persekutuan Kuala Lumpur Cawangan EMGS, Menara TA One No. 22, Jalan P.Ramlee 50250 Kuala Lumpur		
4	A copy of STUDENT PROGRESS REPORT or EXAM RESULT of previous semester.		
5	ORIGINAL LETTER CONFIRMING STUDENT'S ATTENDANCE is more than 80% , from the Academy/Faculty/Institute/Centre *(Applicable for Undergraduate student's only)		

B. DOCUMENTS CHECK LIST		PLEASE (√) TO VERIFY	
APPLICANT'S DOCUMENTS		Applicant	ISC staff
6	INSURANCE COVERAGE LETTER (Please refer to ETIQA Takaful Office located at Ground Floor, Blok E, Perdanasiswa Complex, University of Malaya)		
7	PAYMENT RECEIPT 1: Administrative charges – RM50.00 (Payable to UNIVERSITI MALAYA, Acc. No. 98905000001240, CIMB Bank). Receipt can be obtained from the ISC's General Counter at Level 1		
8	PAYMENT RECEIPT 2: Visa Fees (charges from EMGS/Immigration) - Payable to EMGS Escrow Account 1 (Acc. No. 514057662341, MAYBANK)		
C. IMPORTANT REMINDER			
1	Student will be requested to pay for the Special Pass in advance if the completed documents were less than 3 months from the visa expiry date.		
2	We reserve the rights not to accept incomplete documents and any consequences are the full responsibility of the applicant/student.		

SIGNATURE	Applicant	ISC staff
DATE		

Last updated: 19/04/2018