

## SECTION B: Through Visa Unit, International Student Centre, University of Malaya – For Applicants Applying From Malaysia

Candidates who are residing in Malaysia at the time they received the offer of admission and are holding a valid visa and pass (ie. Student pass or other kind of passes) have to be clear with the restricted procedure set by the Education Malaysia Global Service (EMGS) and Malaysia Immigration Department before they can be allowed to register at Institute of Postgraduate Studies (IGS) and International Student Center (ISC), University of Malaya.

Candidate who are currently enrolled at other Malaysian institutions and hold a valid student pass or other kind of passes have to shorten/cancel their current valid pass **BEFORE** the date of registration at IPS.

1. **Candidate is NOT ALLOWED to register for any candidature in UM as listed below.**

1	Social Visit Pass <i>(Have to go back to country of origin and apply EMGS online)</i>	
2	Dependent Pass <i>(Have to cancel the pass <b>One Week</b> before registration day)</i>	
3	Refugee passport <i>(Have to make a new Individual passport)</i>	
4	Diplomatic Passport <i>(Have to make a new individual passport)</i>	
5	Malaysia as My Second Home pass (MM2H) <i>(Have to cancel the pass One Week before registration day)</i>	
6	Having a Special Pass 'Making Arrangement to Leave Country'	
7	Not having a passport or passport expires soon.	
8	Damage passport <i>(e.g: cannot be recognize)</i>	
9	Having an English certificate from other institutions and currently in the country	
10	Enter Malaysia with expired VAL <i>(VAL validity is only for 6 months)</i>	
11	Not having a 'Visa On Arrival' (VOA) stamp in passport at KLIA, Malaysia. Applicable for countries that doesn't have a Malaysian Embassy <i>(Passport have to be stamp at KLIA immigration before the Special Pass expires)</i>	
12	Application made through an agent or friends	
13	Having a Student Pass from other institutions	Candidate change faculty/institutions with previous candidature more than ONE semester: <ol style="list-style-type: none"> <li>a. Bachelor to Bachelor</li> <li>b. Master to Master</li> <li>c. PhD to PhD</li> </ol>
14		Candidate with degrading program: <ol style="list-style-type: none"> <li>a. Master to Bachelor</li> <li>b. PhD to Master</li> </ol>
15		UMCCeD English program students: <ol style="list-style-type: none"> <li>a. Not completed UMCCeD English program.</li> <li>b. Having UMCCeD student pass but certificate from other institutions</li> <li>c. Completed studies in UMCCeD with certificate but having more than 3 months valid visa under UMCCeD</li> </ol>
16		Failed Examination result from previous program either from UM or other institutions

2. Candidate can retain their current visa but it is **compulsory** to get the permission from Immigration Department.

1	Spouse Program Pass
2	Permanent Resident (PR)
3	Resident Pass
4	Employment Pass ( <i>The company have to produce the permission letter to the Immigration</i> )

3. Candidates need to make arrangements for cancellation of the previous Student Pass (or other passes) at their former institution with the condition that their Student Pass validity is more than 4 weeks.

i.	If the remaining validity of the candidates Student Visa is less than one (1) month, candidates must request for a Special Pass with a status of "Pending Decision For Student Pass".
ii.	<b>Failure to make the specific request may result in the former institution submitting Special Pass with status of 'Making Arrangement to Leave Country'. Should this happen, the candidates will need to follow steps in SECTION A: CANDIDATES APPLYING FROM OUTSIDE MALAYSIA</b>
iii.	UMCCeD Students with UMCCeD certificate: Completed study within 3 months prior to the registration date.

4. Candidates must wait for the approval of their request for shorten or cancellation of their current student and the return of passport from their former institution. Normally this process may take between 2-3 weeks by former institution.

Once received their passport with shorten/cancellation or with Special Pass "Pending Decision For Student Pass", candidate may proceed for the registration and submit application to Visa Unit, ISC after completed with all documents for new Student Visa under the University of Malaya.

5. **Payments for Student & Dependent Application**

i. **Visa fees**

Payment for Visa fees must be made to EMGS using MAYBANK counter or online transfer through bank. Candidate has to make a copy of the receipt of payment MALAYAN BANKING BERHAD (MAYBANK) if using online transfer services. For candidate choose to make payment through MAYBANK counter, the original receipt should be submitted to Visa Unit, ISC.

<b>MALAYAN BANKING BERHAD (MAYBANK)</b>	Payable to: <b>EMGS Esrow Account Account 1</b> Account Number: <b>514057662341</b> Swift Code: <b>MBBEMYKLXXX</b>
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ii. **Processing Fee**

International Student Centre (ISC) will charge for the processing fee of RM50.00 for each application. (Payment through ATM cash deposit machine is not allowed)

<b>Commerce International Merchant Bankers (CIMB)</b>	Payable to: <b>Universiti Malaya</b> Account Number: <b>98905000001240</b>
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Candidates are required to submit both original receipts (i) & (ii) to Visa Unit, International Students Center in Level 2, Block G, Perdanasiswa Complex.

6. Candidate shall submit complete documents to **Visa Unit, International Students Center, Level 2, Block G, Perdanasiswa Complex, Universiti Malaya**. After submission to Visa Unit, ISC candidate can download to EMGS application by entering the passport number to keep track of their student pass application using the link: <https://educationmalaysia.gov.my/mobile-app.html>.

Note: Subject to change