

PROCEDURE TO APPLY FOR STUDENT VISA

SECTION A: Through the Education Malaysia Global Services (EMGS) online system - for applicants applying from OUTSIDE of Malaysia

Section 10 of the Immigration Regulations 1963 requires all international students who wish to study at any higher education institutions in Malaysia to obtain Student Visa approval before entering Malaysia. The Education Malaysia Global Service (EMGS) is a company wholly owned by the Ministry of Higher Education, has been set up to act as One-Stop-Centre for International Student Services to facilitate the application for Student Visa.

Effective from 1st October 2016 a new online Student Visa application system was launched to provide convenient, fast and professional services to international students. In line with the new development, the University of Malaya administration has agreed that all new candidates who have received an offer of admission must apply for Student Visa directly through the EMGS Student Visa application system.

Please note that the online **EMGS Student Visa Application** system is only applicable for candidates who are residing **outside Malaysia** at the time of their application.

For candidates who are residing **in Malaysia** and are currently enrolled at other Malaysian higher institutions and are holding valid visa and passes please see **SECTION B: Through Unit Visa, ISC – For Applicants Applying from Malaysia** for further instructions.

Kindly take note that candidates who are in Malaysia with **Social Visit Pass (SVP or Tourist Visa)** are **NOT ALLOWED** to apply for Student Visa neither via **EMGS Student Visa Application** nor convert the existing SVP to Student Pass. Failure to adhere to the above procedures may result in **candidates be requested to leave the country**.

HOW TO APPLY STUDENT VISA USING EMGS Student Visa Application SYSTEM

1. Go to <http://educationmalaysia.gov.my/index.php/student-pass-application.html> to get access to the EMGS Student Visa Application;
2. Create an account using the system;
3. Read the instructions carefully and follow all instructions given;
4. Upload all the required documents (Offer of Admission, passport pages) into the system;
5. Payment of the processing fees has to be made direct to EMGS (amount varies according the candidates' nationality and duration of Student Visa)

*Note: All supporting documents **must in PDF format and the file size must not exceed 500KB**. Please ensure that all pages of the offer letter are scanned and uploaded as **ONE PDF file**.*

6. Please kindly give **EXTRA ATTENTION** to the following items when completing application in the EMGS Student Visa Application system

- (1) **Letter of Eligibility**

You are required to upload a 'Letter of Eligibility' in PDF format if you are from

IRAN or **SUDAN** (note: this is not required and will be hidden if you are a citizen of a country other than Iran or Sudan).

Guidelines for obtaining LOE is available on EMGS's website - [https://educationmalaysia.gov.my/media/docs/Letter_of_Eligibility_\(LOE\)_for_Iranian_Students.pdf](https://educationmalaysia.gov.my/media/docs/Letter_of_Eligibility_(LOE)_for_Iranian_Students.pdf)

(2) **Insurance:**

All international students must be covered by Malaysian Health Insurance throughout the duration of their study. You **MUST** choose **Own Group Insurance** as depicted in the table below.

Insurance*

Own Group Insurance

- AXA Gold RM30k 7-Month Age 61 to 65 +RM1,633.33
- AXA Gold RM30k 8-Month Age 61 to 65 +RM1,866.67
- AXA Gold RM30k 9-Month Age 61 to 65 +RM2,100.00
- AXA Gold RM30k 10-Month Age 61 to 65 +RM2,333.33
- AXA Gold RM30k 11-Month Age 61 to 65 +RM2,566.67
- AXA Gold RM30k 12-Month Age 61 to 65 +RM2,800.00
- AXA Platinum RM50k 1-Month Age 61 to 65 +RM316.67
- AXA Platinum RM50k 2-Month Age 61 to 65 +RM633.33
- AXA Platinum RM50k 3-Month Age 61 to 65 +RM950.00
- AXA Platinum RM50k 4-Month Age 61 to 65 +RM1,266.67
- AXA Platinum RM50k 5-Month Age 61 to 65 +RM1,583.33
- AXA Platinum RM50k 6-Month Age 61 to 65 +RM1,900.00
- AXA Platinum RM50k 7-Month Age 61 to 65 +RM2,216.67
- AXA Platinum RM50k 8-Month Age 61 to 65 +RM2,533.33
- AXA Platinum RM50k 9-Month Age 61 to 65 +RM2,850.00
- AXA Platinum RM50k 10-Month Age 61 to 65 +RM3,166.67
- AXA Platinum RM50k 11-Month Age 61 to 65 +RM3,483.33
- AXA Platinum RM50k 12-Month Age 61 to 65 +RM3,800.00
- Alternate Insurance Coverage (please provide copy of cover note)

Own Group Insurance

-- Please Select --

is paid on a yearly basis. Please consult with the officer in-charge at the Visa Unit@ISC if you are unsure what option to select.

(3) **Sticker Pass Fees**

You will be charged an immigration fee of RM 60 for each year of your Student Pass. Please choose to pay through EMGS.

Sticker Pass Fees*

EMGS, 1-year Pass +RM60.00

-- Please Select --

EMGS, 1-year Pass +RM60.00

IBUPEJABAT IMIGRESEN MALAYSIA (payable directly to Immigration)

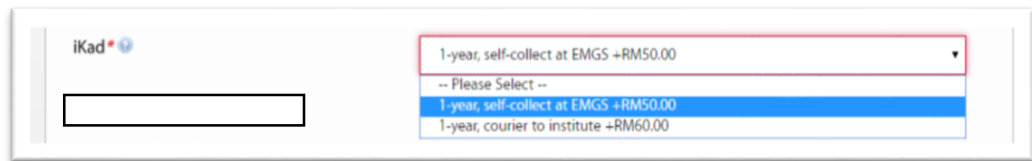
JABATAN IMIGRESEN NEGERI SELANGOR (payable directly to Immigration)

PEJABAT IMMIGRESEN WILAYAH PERSEKUTUAN (payable directly to Immigration)

(4) **iKad:**

The iKad is an identification card for international students and can be used as such in Peninsular Malaysia. Please note however, that the iKad **is not a replacement** of student's passport. Please visit the EMGS's website to learn more.

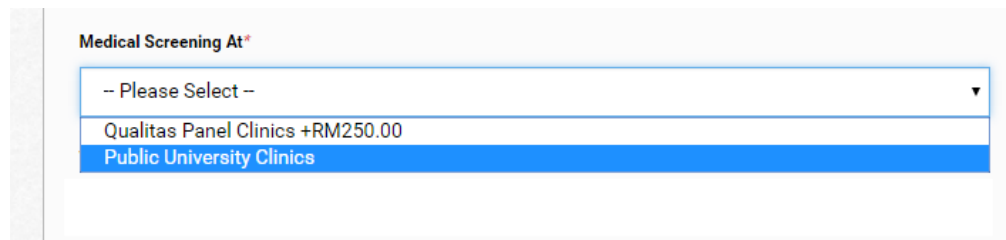
The representative of ISC Visa Unit will collect the iKad from EMGS for you. For this please choose the following option. You may check the progress of producing your iKad through EMGS's website or apps.



The screenshot shows a dropdown menu for 'iKad'. The menu is open, displaying four options: '1-year, self-collect at EMGS +RM50.00' (highlighted in blue), '-- Please Select --', '1-year, self-collect at EMGS +RM50.00', and '1-year, courier to institute +RM60.00'. There is an empty text input field to the left of the dropdown.

(5) **Medical Screening**

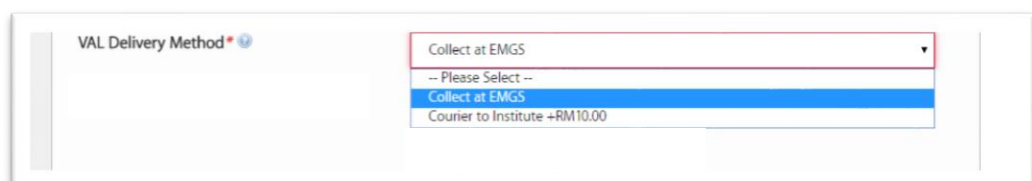
All international candidates are required to perform Pre-Arrival Medical Check-up in their home country of which the report must be uploaded onto the EMGS Student Visa application system. **The students are also required to perform another medical examination upon arrival in Malaysia.** Your medical examination will be done at UM's panel clinic, thus please choose the following option.



The screenshot shows a dropdown menu for 'Medical Screening At*'. The menu is open, displaying three options: '-- Please Select --', 'Qualitas Panel Clinics +RM250.00', and 'Public University Clinics' (highlighted in blue).

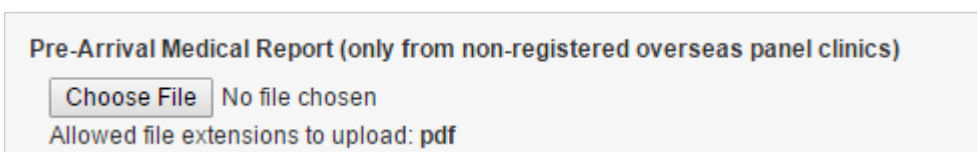
(6) **Visa Approval Letter (VAL) Delivery Method**

Once the VAL is issued by the Immigration Department, the ISC Visa Unit representative will collect it from EMGS One-Stop-Centre. For this please choose the following option.



The screenshot shows a dropdown menu for 'VAL Delivery Method*'. The menu is open, displaying three options: 'Collect at EMGS' (highlighted in blue), '-- Please Select --', and 'Courier to Institute +RM10.00'.

(7) Upload the Pre-arrival Medical Report (only from non-registered overseas clinics) (EMGS Medical Report form can be used for this purpose) Please ensure that the pages of the Medical Examiners Report, the Lab Report, and the Chest X-ray Report are scanned and uploaded as **ONE PDF file**.



The screenshot shows a file upload interface for the 'Pre-Arrival Medical Report (only from non-registered overseas panel clinics)'. It features a 'Choose File' button, the text 'No file chosen', and 'Allowed file extensions to upload: pdf'.

Note: The Medical Examiners Report, the Lab Report, and the Chest X-ray Report

must be in ENGLISH

7. Click “**Apply Now**” to proceed.
8. Select the Payment method you will use in the Payment information step and click “Continue”. **Payment must be made to EMGS in order to avoid any delay.** Payment to EMGS can be made only using a Visa or MasterCard. Please note that if you select this payment method, there will be a 3% Surcharge added to the total amount requested for your application.
9. Once your Visa Approval Letter (VAL) has been issued by the Immigration Department, the next step is to prepare travel plan to Malaysia.
 - (1) Candidates from countries which receive Visa on Arrival to Malaysia can proceed to enter Malaysia by producing the VAL upon arrival*. To check list of countries, please click on <http://www.imi.gov.my/images/pdf/KOMANWEL.pdf>
 - (2) Candidates from countries which **do not receive** a Visa on Arrival to Malaysia and do not have a Malaysian Embassy/High Commission/Consulate General in their country are permitted to enter without a visa. However, they must present the VAL upon entry*. To check list of countries, please click: <http://www.imi.gov.my/images/pdf/NEGARA%20TIADA%20MALAWAKIL-OK-new.pdf>
 - (3) Candidates from countries which **do not receive** a Visa on Arrival to Malaysia but have a Malaysian Embassy/High Commission/Consulate General **must obtain a Single Entry Visa** before traveling to Malaysia. The ISC Visa Unit will send a copy of the VAL to candidates once it is approved by the Immigration Department in Malaysia. Candidates must bring the VAL when visiting the Malaysian Embassy/High Commission/Consulate General to obtain the Single Entry Visa. To check list of countries, please click on the link provided below:

<http://www.imi.gov.my/images/pdf/PERLU%20VISA-new.pdf>

*Note: * Failure to produce the VAL may result in students not being allowed to enter the country.*

Students are advised to contact the Malaysian Embassy/High Commission/Consulate General in their home country to check the category of their country before finalizing their travel plans. As the processing time for Student **Visa takes minimum eight (8) weeks (or longer at times)**, students are advised to submit application early.

Please take note that the information provided in this document and EMGS website is intended as a guide only. For more accurate and up-to-date information on the visa requirements, please contact the Malaysian Embassy/High Commission/Consulate General in your country and refer to <http://www.kln.gov.my/web/guest/mission> for further information. If your country does not have a Malaysian Embassy/High Commission/Consulate General please contact the nearest Malaysian Mission for further advice.

Note: Subject to change