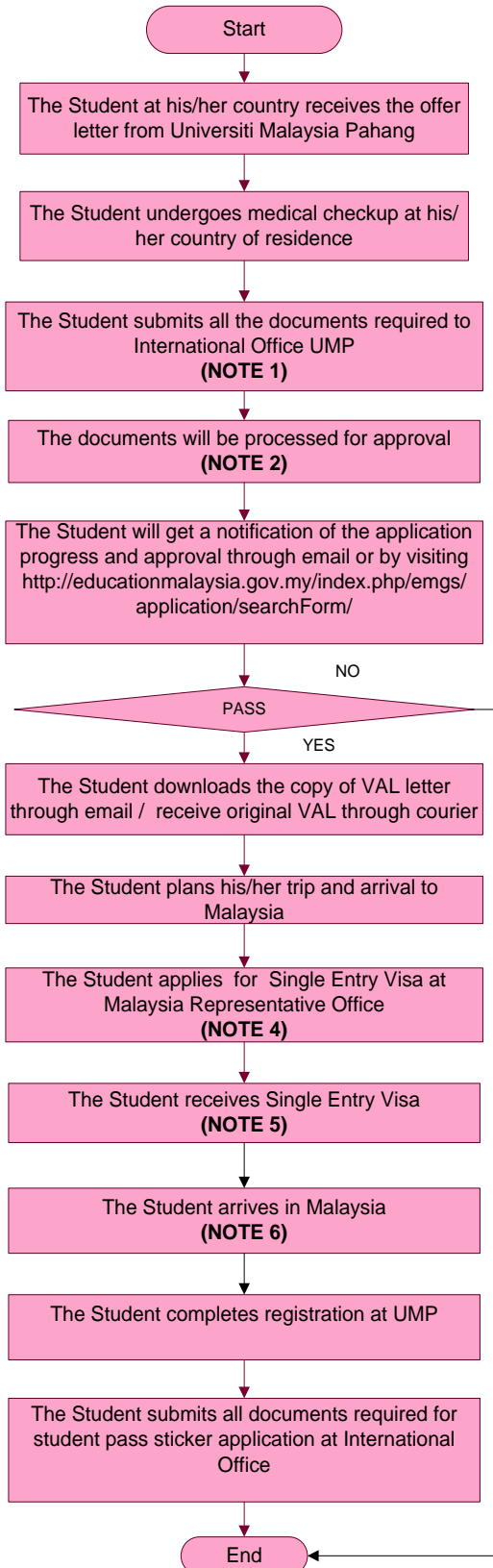


**(APPLICATION FOR VISA APPROVAL LETTER FOR STUDENT ABROAD
- OPTION A (APPLYING THROUGH UMP INTERNATIONAL OFFICE) -**

PROCESS	NOTES
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NOTE 1:

- a) Student Declaration & Checklist Form
- b) A copy of UMP offer letter
- c) A copy of ALL pages of passport (with validity of more than 12 months from the date intended to enter Malaysia)
- d) 2 passport size photographs with blue background (3.5cm x 5cm)
**Please read EMGS specifications
- e) A copy of Complete academic certificates/transcripts (including English proficiency test, if applicable) in English. For academic certificates/transcripts in other languages, a certified true copy of the English translation must be submitted together with the original version
- f) A copy of Pre Arrival Medical Examination Report
- g) Proof of payment of visa fees
 - a) Payment to EMGS Account
 - b) Payment to UMP Account

All documents must be sent to :

**International Office (Visa Unit)
Universiti Malaysia Pahang
Lebuhraya Tun Razak
26300 Gambang
Kuantan Pahang
Phone : +609-549 2722 / 2721 /2728
Email : io_visas@ump.edu.my**

NOTE 2 :

The approval process will take up to 90 working days upon receipt of the complete hardcopy documents. EMGS and the University may request additional documents from you in this period, and delays in submitting the requested documents may affect your VAL issuance.

NOTE 3 :

The student must apply Single Entry Visa within six (6) months from the issuance of VAL Letter at the Malaysia Representative Office at student's country.

NOTE 4 :

Travel to Malaysia must be made within 3 months from the date of single entry visa is approved. Please ensure the arrival date is during weekdays (Monday-Friday) and within the registration period (not more than 7 days before registration date).

NOTE 5:

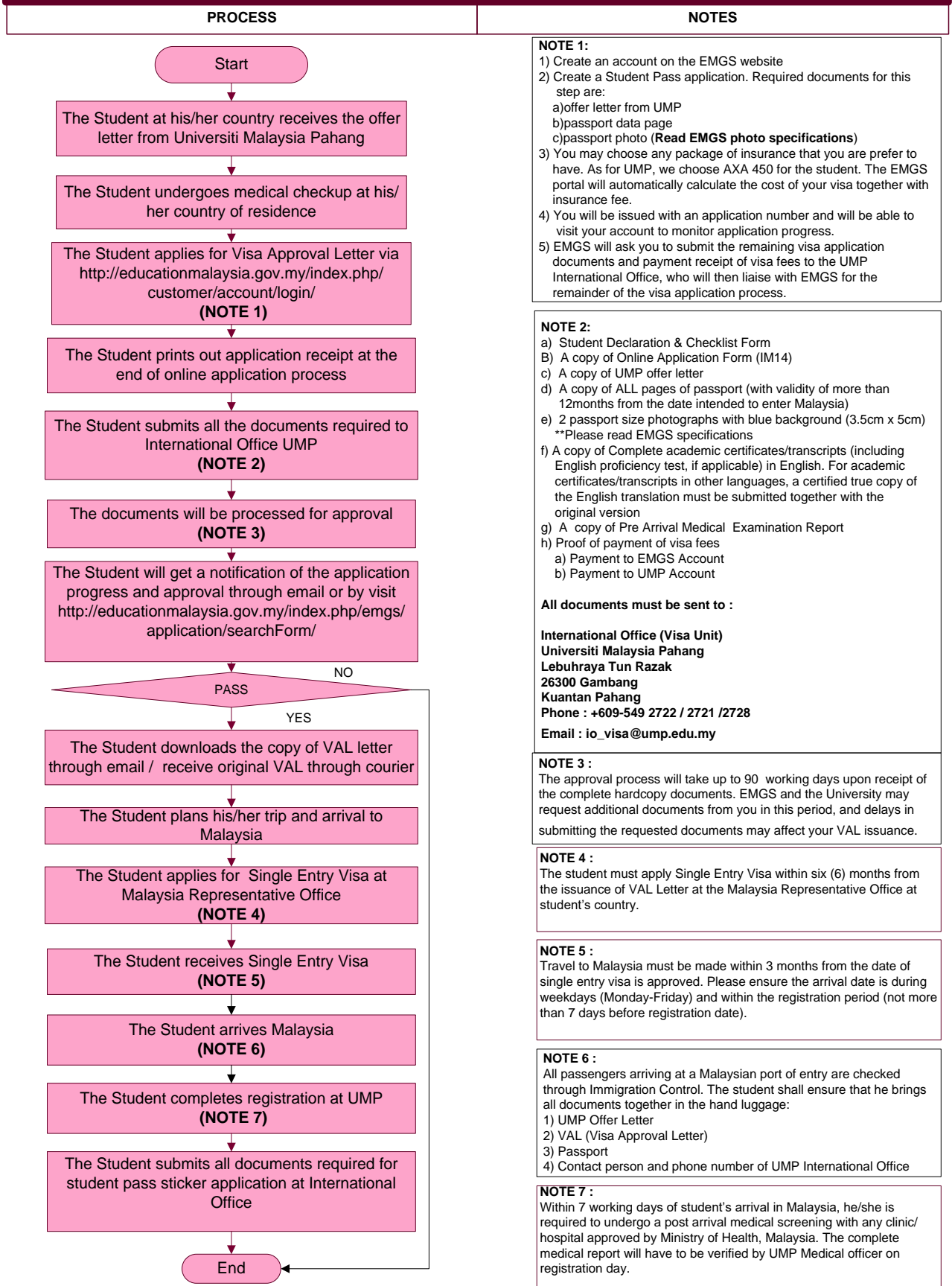
All passengers arriving at a Malaysian port of entry are checked through Immigration Control. The student shall ensure that he brings all documents together in the hand luggage:

- 1) UMP Offer Letter
- 2) VAL (Visa Approval Letter)
- 3) Passport
- 4) Contact person and phone number of UMP International Office

NOTE 6 :

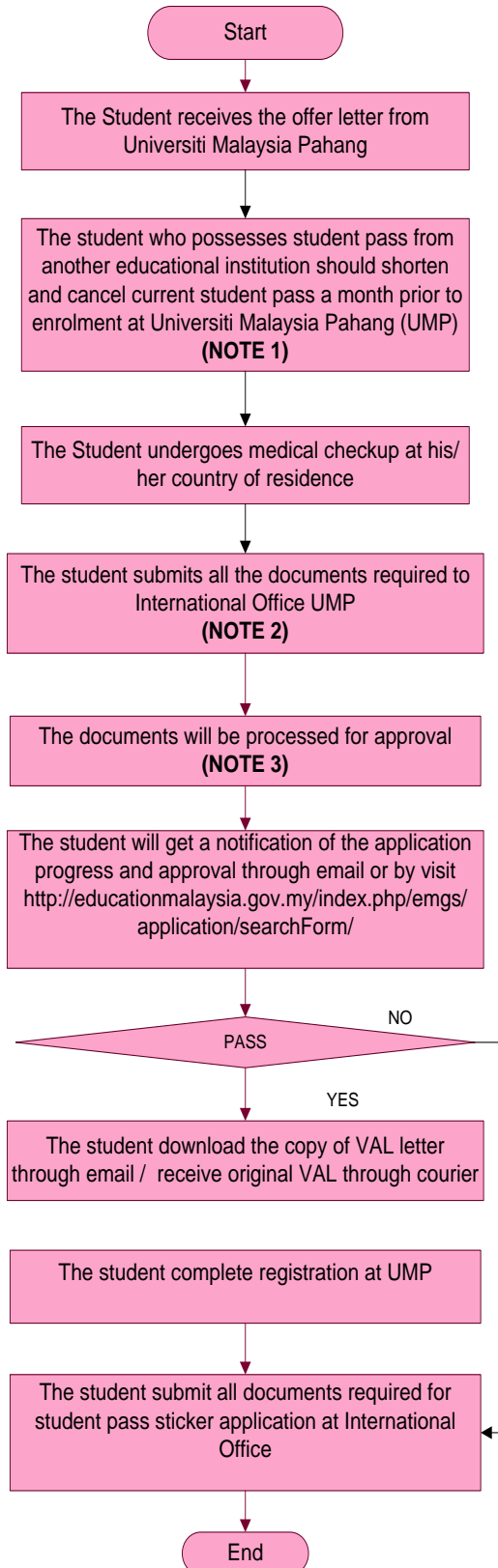
Within 7 working days of student's arrival in Malaysia, he/she is required to undergo a post arrival medical screening with any clinic/hospital approved by Ministry of Health, Malaysia. The complete medical report will have to be verified by UMP Medical officer on registration day.

**(APPLICATION FOR VISA APPROVAL LETTER FOR STUDENT ABROAD
- OPTION B (APPLYING DIRECTLY TO EMGS) -**



**(APPLICATION FOR STUDENT PASS)
-FOR STUDENTS ALREADY IN MALAYSIA-**

PROCESS	NOTES
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NOTE 1:

In most cases, special pass is compulsory to be made with previous educational institution in order to give ample time for new student pass application at new institution.

NOTE 2:

- a) Student Declaration & Checklist Form
- b) A copy of UMP offer letter
- c) A copy of ALL pages of passport (with validity of more than 12months from the date intended to enter Malaysia)
- d) 2 passport size photographs with blue background (3.5cm x 5cm)
**Please read EMGS specifications
- e) A copy of Complete academic certificates/transcripts (including English proficiency test, if applicable) in English. For academic certificates/transcripts in other languages, a certified true copy of the English translation must be submitted together with the original version
- f) A copy of Pre Arrival Medical Examination Report
- g) Original copy of release letter from previous educational institution ** *Applicable only for Progression Inter / Variation Inter*
- H) Proof of payment of visa fees
 - a) Payment to EMGS Account
 - b) Payment to UMP Account

All documents must be sent to :

**International Office (Visa Unit)
Universiti Malaysia Pahang
Lebuhraya Tun Razak
26300 Gambang
Kuantan Pahang
Phone : +609-549 2722 / 2721 /2728
Email : io_vis@ump.edu.my**

NOTE 3:

The approval process will take up to 90 working days upon receipt of the complete hardcopy documents. EMGS and the University may request additional documents from you in this period, and delays in submitting the requested documents may affect your VAL issuance.

(APPLICATION FOR STUDENT PASS RENEWAL)

