

GUIDELINES FOR INTERNATIONAL POSTGRADUATE STUDENTS

NEW APPLICATION

1. Pre-Arrival

International students have to apply for their Visa Approval Letter (VAL) through Education Malaysia Global Services (EMGS). It is advisable that the students apply the VAL at a minimum of **TWO (2) MONTHS** before the registration date.

Kindly visit <https://educationmalaysia.gov.my/> for VAL application.

Once your application has been completed and obtained an eVAL. Please apply for the Single-Entry-Visa (SEV) at the Malaysia Representative Office as stated in the eVAL.

However, countries without the Malaysia Representative Office can obtain Visa on Arrival for Student (VOAS) at VOA counter which is located at the Arrival Hall Airport/ Malaysia Entry Point.

Important Notes:

DO NOT Purchase your flight ticket until you have obtained the VAL. The Immigration Law of Malaysia DO NOT ALLOW foreigners entering Malaysia on a special pass to apply for student pass.

2. Upon Arrival

International students must present the printed VAL, SEV and Offer Letter to the Immigration Officer. The special pass will be endorsed by the Immigration Department of Malaysia in **30 days**. Within the **30 days**, you are required to complete the following steps to obtain a Student Pass.

- a) Report to Student Visa and Pass Counter, CGS.
- b) Medical check-up.
- c) Submit required documents.

3. Post Arrival

Within **SEVEN (7)** working days after arrival and registration, you need to go to Student Visa and Pass Counter, Centre for Graduate Studies, Universiti Malaysia Perlis (UniMAP) to make an arrangement for a medical check-up and to submit required documents.

3.1 Medical Check-Up at UniMAP

Student must undergo a medical check-up at the University Health Centre. Students must bring along the complete Medical Examination Form during the medical check-up.

3.2 Student Pass Sticker Application

Student must submit their application three (3) weeks before the Entry Stamp Expiry Date.

New Student Application Form [download]

For assistance regarding visa matters, kindly contact Mdm. Nor Afiqah Md Nor through email norafiqah@unimap.edu.my or WhatsApp Number +60 19-436 7488.

PROGRESSION

Students from UniMAP or other local universities who have received an offer letter for Master and Ph.D programme from the CGS Office and currently holding valid student pass, may apply for a Progression application.

***ADVICE: APPLICATION FOR OFFER LETTER NEEDS TO HAVE A VALID PASS MORE THAN 6 MONTHS).**

Progression Application Form [download]

VARIATION

Students who have changed programme will need to apply Variation application immediately right after their change of program has been approved from the CGS Office.

Variation Application Form [download]

RENEWAL OF STUDENT PASS

Students must submit renewal of student pass three (3) months before the visa expiry date. Student must apply Verification Letter and Progress Report prior to the application through opi.unimap.edu.my.

Student will responsible to any form of action/charge taken by the Immigration Authority for the delay of submission application to the CGS Office.

Renewal Student Pass Application Form [download]

RENEWAL OF iKAD AND INSURANCE

Student who have obtained 2/3 years of student pass must renew iKAD and insurance every year. Students must submit renewal of iKAD and insurance application three (3) months before the iKAD and insurance expiry date. Failing to do so will result in the cancellation of your student pass from the Immigration Authority.

iKAD Renewal Application Form [download]

DEPENDENT PASS (NEW)

Students must first obtain a student pass. They can then bring the dependent to enter Malaysia and submit their application.

New Dependent Pass Application Form-Spouse [\[download\]](#)

New Dependent Pass Application Form-Children [\[download\]](#)

Note:

For students from Nigeria, dependent must first apply VAL from Perlis Immigration Office before the dependent can enter Malaysia. Contact CGS Staff for assistance.

RENEWAL OF DEPENDANT PASS

Student must renew student pass before applying for the dependents.

Renewal Dependent Pass Application Form-Spouse [\[download\]](#)

Renewal Dependent Pass Application Form-Children [\[download\]](#)

PASSPORT ENDORSEMENT

Students who have renewed their passport are required to transfer their student pass sticker from their old passport to their new passport immediately.

Passport Endorsement Form [\[download\]](#)

SHORTEN OF STUDENT PASS AND RETURN TO HOME COUNTRY

Student who have completed their study (GD), defer (PD), withdraw (RN) must shorten their student pass and return to their home country. You not allowed stay in Malaysia with the valid student pass, as your status is not Active (AC) in the OPI system.

Student must be responsible to any form of action/charge taken by the Immigration Authority for the misuse of their student pass.

Shorten Pass Application Form [\[download\]](#)

PERSONAL BOND REFUND

Students who have complete their study (GD), defer (PD), withdraw (RN) may apply for a personal bond refund. Students can apply in person or through an appointed representative (UniMAP staff/student).

Personal Bond Application Form [\[download\]](#)

Important Notes:

CGS Office will only accept completed documents for all application. CGS will not keep the documents until the applicants complete it.

Kindly contact Mdm. Nor Afiqah Md Nor through email norafiqah@unimap.edu.my/visa cgs@unimap.edu.my or WhatsApp Number +60 19-436 7488 for any enquiries.

Student Visa and Pass Unit,
Centre for Graduate Studies,
Universiti Malaysia Perlis