

VISA APPROVAL LETTER (VAL) APPLICATION

STEP 1

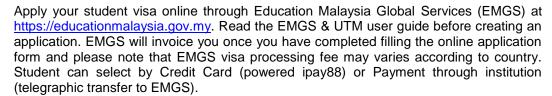
Complete required documents

Scan and compile your documents listed in **Annex V (ii)** checklist accordingly.



STEP 2

Apply VISA & pay your student visa online

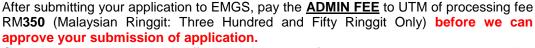


Note: If student has difficulties to pay using the credit card, please choose to pay trough the institution and remit the payment by Telegraphic transfer to EMGS, refer http://admission.utm.my for bank account details and email the transaction slip to visa@utm.my



STEP 3

Pay the Admin Fee to UTM



Online payment via http://ecommerce.utm.my/ecommerce and please click payment>read>submit>code UTM0195 fee RM350



Note: If student has difficulties to pay using the credit card, please make the payment by Telegraphic Transfer to UTM (refer admission/utm.my for bank account details) and email the transaction slip to visa@utm.my

STEP 4

Track application status at https://educationmalaysia.gov. mv You may check the status of your visa application [after one (1) week of submission] via https://educationmalaysia.gov.my. Effective 1st January 2018, Immigration Malaysia will issue electronic Visa Approval Letter (eVAL) which can be download ay EMGS website. Once approved, please print the eVAL to obtain Single-Entry Visa (refer step 5).

Please note at 80% stage the VAL is approved. The other 20% is to be fulfilled after the registration at UTM



STEP 5

Apply SEV at Malaysia Embassy After your eVAL can be downloaded, you will need to apply for the Single-Entry Visa (SEV) at the Malaysia Representative Office as stated in the eVAL. However, some countries without the Malaysia Representative Office can have the Visa on Arrival for Student (VOAS) at entry point.

If you have any queries about the procedure, email to <u>visa@utm.my</u> or <u>enquiry@emgs.com.my</u>

NOTE: PLEASE MAKE TRAVEL ARRANGEMENTS NEAR TO YOUR REGISTRATION (i.e. 1-2 days before the reception date).



STEP 6

Registration at UTM and Student Pass Endorsement (POST ARRIVAL) Upon arrival in Malaysia, please ensure that the Special Pass endorsed by the Immigration is for 30 days. Ensure immigration officers stamps Special Pass on your passport **NOT** Visit Pass. Within the 30 days period of the Special Pass, you will need to complete the following to obtain a Student Pass Endorsement:-

- Report to UTM International Office (Block S 19 for UTM JB or 8th Floor, Menara Razak for UTM KL) for medical check-up arrangement at UTM Health Center within 5 days of arrival and accommodation (if required).
- 2) Register as student as stated at offer letter (SRAD for UTM JB and School of Graduate Studies for UTM KL)
- 3) Apply for **STUDENT PASS**. Refer website http://isc.utm.my or contact iscjb@utm.my/isckl@utm.my

DOCUMENTS REQUIRED FOR VISA APPROVAL LETTER (VAL) APPLICATION

No.	Documents	Remarks
1.	UTM Offer Letter	Original UTM Offer Letter
2.	Photo	Softcopy of passport photograph (3.5cm x 4.5cm) with WHITE background only. Note: Please follow Photo Requirement Guidelines
3.	Passport Note: Passport validity is 18 months from date of visa application	 i. Bio-data page (Color) ii. Pages with visa information & Observation page (if any) iii. Special Pass (if any) Student from countries Nigeria, Libya, Iran, Iraq Somalia, Syria & Yemen are required to provide ALL passport pages.
4.	Academic Certificates	 i. Degree - Highest School Certificate ii. Master - Degree Certificate iii. Ph.D Degree & Master Certificate
5.	Academic Transcripts	 i. Degree- High School Transcript/ Exam Result ii. Master – Degree Transcript iii. Ph.D – Degree & Master Transcript
6.	Health Status Declaration Form	Please download template of Declaration of Health Status at http://admission.utm.my
7	Letter of Eligibility (LOE) or No Objection Certificate (NOC)	Applicable for student from Iran and Sudan only. Kindly contact UTM for document preparation.

Please refer to http://admission.utm.my for details on the document requirement

OTHERS INFORMATION

- Accommodation can only be provided to you from the date of reception (refer to ISC website http://isc.utm.my). Students arriving after 5.00pm (Malaysia time) or during public holiday/ weekend are advised to organize their own accommodation.
- Married students <u>MUST</u> enter Malaysia as a single traveler. Dependent passes can only be applied
 after a student's pass is issued. Please contact <u>iscjb@utm.my</u> / <u>isckl@utm.my</u> for inquiries on this
 particular subject.
- International Student Society (ISS) is a society for international students. Please visit http://isc.utm.my/iss for updates on ISS.

IMPORTANT NOTES:

- **DO NOT PURCHASE YOUR FLIGHT TICKET** until you have obtained the VAL & SEV approval.
- Student is advised to travel to Malaysia WITHIN the period of the registration date (at least 1 or 2 days before reception date). The Special Pass is given for 30 days only.
- International Students WILL NOT BE ALLOWED to register with the University if you don't have VAL and SEV.
- Students changing from another institution/university within Malaysia, please contact <u>iscjb@utm.my</u>/ <u>isckl@utm.my</u> for variation/progression visa processes and procedures.

The Immigration Law of Malaysia **DOES NOT ALLOW** foreigners entering Malaysia on a Social Visit Pass to apply for Student Pass. UTM will not be responsible, and or directly or indirectly liable, in any way for the misuse of the Social Visit Pass.

Update: Nov 2017