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| **utm international** | Block S19, Universiti Teknologi Malaysia81310 UTM Johor Bahru, Johor, MalaysiaTel : +607-553 6845/ +607-55 6843Fax : +607-553 6847Email : globaleducation@utm.myWebsite : [www.utm.my/international](http://www.utm.my/international) | Affix recent passport sized photograph |

**APPLICATION FOR STUDY ABROAD/ STUDENT EXCHANGE PROGRAM**

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| **Checklist :**

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|  | *Resume* |
|  | *Cover Letter by faculty (Supporting letter)* |
|  | *1 color passport sized photograph (affix in front of application form)* |
|  | *Latest Result Slip* |
|  | *Copy of IC/ Passport* |
|  | *Copy of bank account (passbook or bank slip)* |
|  | *Acceptance letter (not applicable for program promoted by UTM International)* |
|  | *Sponsored Letter (if any)* |
|  | *Parental/ Guardian Consent Letter* |

***Note: Handwritten is permissible only for section F,G and H.*** |
| 1. **TYPE OF PROGRAM *(Tick () either one)***
 |
|  Study Abroad/  Student Exchange | Study at university abroad for one or two (maximum) semester (s) and take courses in regular semester with credit transfer opportunity  |
| Internship /Research Attachment/ Scientific Visit | Join research study or internship under the supervision of an academic staff at universities or industries abroad |

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| 1. **APPLICANT DETAILS**
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| Name:  | Religion : |
| Matric. No :  | Citizenship : |
| IC Number / Passport Number : | Email : |
| Date of Birth : | Contact Number : |
| Race : | Home Address :  |
| Next of Kin : | Emergency Contact : |
| 1. **EDUCATION & CO-CURICULUM**
 |
| Faculty : | Current Semester/ Full Semester :*(i.e : 4/8 semesters)*  |
| Field of Study : | Expected Graduation Year : |
| Program : | Current Result (CGPA) : |
| Co-curriculum activities : |  |
| Special activities : |  |
| Achievement (Academic & Co-curriculum) |  |
| Special Skills/ Soft Skills : |  |

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| 1. **MOBILITY PROGRAM INFORMATION**
 |
| Name of Program (please specify if any) : | Program Date :Commencing from \_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Host University/ Institution : | Country : |
| * List of Courses (equivalent for credit transfer)

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| **UTM** | **Host University** |
| Subject | Credit | Subject | Credit |
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 *Note: Please insert row for more courses (if necessary)**Course Approval by faculty :**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* *Name:* *Designation:** Research Topic/ Research field (for internship/ research attachment) :

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| Study Plan (Describe your study plan and activities at university abroad) :

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| 1. **FINANCIAL**
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| * How would you intend to finance your program?
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|  | Self-sponsored |
|  | Home Institution |
|  | Sponsor |

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| * If your exchange is under the sponsorship/aid/programme of certain bodies, institutions and association, Please specify details of sponsorships:

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Costing :

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| --- | --- | --- | --- |
| **No.** | **Item** | **Expenditure** | **Total** |
| 1. | Program fee/ Registration fee (if any) |  |  |
| 2. | Transportation |  |  |
| 3. | Accommodation |  |  |
| 4. | Meal |  |  |
| 5. | Others |  |  |
| 6. | Contingency |  |  |
| **Grand Total** |  |

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| 1. **ACADEMIC ADVISOR/ SUPERVSIOR**
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| Name of Academic Advisor/ Supervisor: |  |
| Email : | Phone Number : |
| Recommendation (brief on students personal appearance, background to support the application):

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| Signature : Date : | Designation Stamp : |
| 1. **HOME FACULTY APPROVAL (CHAIR/ASSOCIATE CHAIR)**
 |
| **Approved/ Disapproved**Comments :

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| Signature :Date: | Designation Stamp : |
| **H. APPLICANT DECLARATION** |
| ***I hereby declare that the information provided in this form is true. I acknowledge that Universiti Teknologi Malaysia reserves the right to vary or reserve any decision regarding admission or enrollment made on the basis of the given information.*** |
| Applicant’s signature :Date :  | Name : |

**LAMPIRAN**

**SURAT KEBENARAN IBU / BAPA / PENJAGA PELAJAR**

***(Borang ini MESTI disertakan bagi peserta berumur 21 tahun kebawah sahaja)***

Pro-Naib Canselor (Antarabangsa)
UTM International

UTM, Johor Bahru

Adalah saya : No. K/P:

Ibu /bapa /penjaga mahasiswa bernama yang menuntut di Universiti Teknologi Malaysia (UTM) di tahun/kursus :

dengan ini memberi kebenaran kepada anak jagaan saya untuk turut serta dalam aktiviti :

bertempat di : pada tarikh dan hari:

Saya faham bahawa pihak universiti akan mengambil langkah-langkah keselamatan yang sewajarnya. Dengan ini saya memberi pengakuan bahawa saya tidak akan membuat apa-apa tuntutan atau mengambil apa-apa tindakan undang-undang / mahkamah terhadap pihak universiti ataupun sesiapa yang ada kaitan dengan program / aktiviti ini atas apa-apa kemalangan, kecacatan, kematian dan sebarang kecederaan terhadap anak jagaan saya semasa dan sepanjang program ini berjalan.

Saya dengan ini memberi kebenaran kepada pihak universiti atau wakilnya memberi apa-apa rawatan atau pertolongan cemas kepada anak jagaan saya jika didapati perlu.

**Yang Benar, Disahkan oleh,**

Tandatangan dan cop rasmi

Pro-Naib Canselor (Antarabangsa),
UTM International

Tandatangan ibu / bapa / penjaga pelajar

Nama :

Tarikh :

***Saya mengesahkan bahawa maklumat pada borang ini adalah benar dan saya telah mendapatkan kebenaran ibu/ bapa/ penjaga saya untuk menyertai program diatas.***

*Tandatangan pemohon/ pelajar*

*\* Sila kembalikan surat kebenaran ini ke Pejabat UTM International beserta borang permohonan*