



# UTM INTERNATIONAL

## DEPENDENT PASS CHECKLIST

### RENEWAL APPLICATION

|  |   |
|--|---|
| Copies of passport details page (1 <sup>st</sup> page) and current pass/visa | Copy of Registration slip current semester  |
| Color copy of Parents Passport Details Page & Latest Parents Pass            | <b>Color copy of Family Letter with latest date and current years issued by student Embassy in Malaysia</b>   |
| Student verification letter from faculty                                     | <b>Color Copy of Children and Spouse Birth Certificates in English and Native language endorsed by student Embassy in Malaysia</b>                  |
| Copy of student matric card  | <b>Color Copy of Marriage Certificates in English &amp; Native language endorsed by student Embassy in Malaysia</b>                                 |
| Copy of UTM Offer Letter   | Declaration of Oath (Children Age 7 - 17 years old who are not attending school)  |
| Copy of Previous Examination Result slip                                     | Colour Copy of Marriage & Birth Certificates in English & Native language endorsed by student embassy in Malaysia ( <i>if bring mother/father</i> ) |
| Copy of Medical insurance policy   | Latest 3 Month Local Bank Account Statement verified by the bank (original signature and stamp) (minimum balance of <b>RM1500</b> )                 |
| Others:  | UTM official receipt for UTM ecommerce payment  |

#### TERMS & CONDITION

- ✓ **DO NOT** buy flight ticket **BEFORE** complete process
- ✓ If dependent hold any passes **MUST** shorten current pass at the Previous Institution / Organization.
- ✓ Passport validity **MORE** than 1.5 years
- ✓ Complete Payment within 3 days
- ✓ All cost must be bears by student
- ✓ The process will takes 2 months minimum to complete