

 UTM <small>UNIVERSITI TEKNOLOGI MALAYSIA</small>	UTM INTERNATIONAL
	TRANSFER PASS CHECKLIST

TRANSFER PASS APPLICATION

Pass Holder Name : _____

☐ Student

☐ Dependent

Passport No : _____

Phone No : _____

Email : _____

Visa Expiry Date : _____

Checklist : _____

Student
A Copy of Old Passport details pages
A Copy of New Passport details pages
A copy of current passes
A copy of police report (lost passport)
Embassy Letter in notifying the issuance of new passport
A copy of special pass or entry stamp
A copy of Matric card
UTM official receipt for UTM receipt

Dependant
A Copy of Old Passport details pages
A Copy of New Passport details pages
A copy of current passes
A copy of special pass or entry stamp
A copy of passport details page & current passes (Students)
A copy of marriage certificate – in English
A copy of family letter – current year
A copy of birth certificate – in English
A copy of matric card
A copy of police report (lost passport)
Embassy Letter in notifying the issuance of new passport
UTM official receipt for UTM receipt

TERMS & CONDITION

- ✓ DO NOT buy an airplane ticket before completing the process
- ✓ It will take at least 14 working days, including weekends, to finish the application