



CENTRE FOR INTERNATIONAL AFFAIRS
TRANSFER COLLEGE / UNIVERSITY

OFFICE USE ONLY :
COLLECTED BY :
SUBMISSION DATE :
PAYMENT AMOUNT :

NAME	:	
PASSPORT NO	:	
COUNTRY	:	
COURSE	:	
POSTAL ADDRESS (origin country)	:	
CONTACT NUMBER (HOME)	:	
PHONE NUMBER (MALAYSIA HP)	:	
DATE OF ISSUE (passport)	:	
DATE OF EXPIRY (passport)	:	
EMAIL ADD	:	
STUDENT PASS EXPIRY DATE	:	
NAME OF PREVIOUS COLLEGE/UNIVERSIT	:	

Below are the requirements for student pass application.

- 1) **One photocopy of passport (details page/front page) - colour**
- 2) Two photocopies of passport (all the pages) - Check the sample attachment the back of this form
- 3) Two photocopies of Offer Letter
- 4) Five Passport size photos (**White Background**)
- 5) Original document of Release letter from previous college/university
- 6) Two photocopies of Release letter from previous college/university
- 7) Two photocopies of Certificate / Exam Transcript
- 8) Original document of Medical Check Up Report from UniMAP Medical Centre (EMGS Forms)
- 9) One photocopy of Medical Check Up Report from UniMAP Medical Centre (EMGS Forms)
- 10) Original passport
- 11) Payment is subject to change (Based on EMGS charges)- Payment must be made as follows:
EMGS MAYBANK ACC NUMBER - **514057662341**
- 12) Fees : RM 310.00 (including two special passes, sticker and personal bond stamping)- Cash payment at CIA counter.
Receipt will be issued upon payment.

*** If the latest date of entry is on the old passport, please provide copy of the old passport.**

- One photocopy of passport (details page/front page) with colour.
- Two photocopies of passport (all the pages)- Check the sample attachment at the back of this form

*** If your passport is valid less than 18 months, you are required to renew your passport.**

*** Please note that the above requirements are subject to change.**

YOU ARE ADVISED TO SUBMIT ALL THE COMPLETE DOCUMENTS 4 WEEKS BEFORE STUDENT PASS EXPIRY DATE.
ANY ACTION TAKEN BY THE IMMIGRATION AUTHORITIES ON A DELAY OF YOUR COMPLETE DOCUMENTS SUBMISSION TO VISA UNIT IS AT YOUR OWN RESPONSIBILITY.