



Dear future students of USM,

CONGRATULATIONS!

We at USM are looking forward to welcome you to further your studies at USM. In order to speed up the process of student visa application, kindly follow these steps:

SIX EASY STEPS TO GET A STUDENT VISA

STEP 1: Complete your documents

You need to complete your documents as listed in the Student Visa Application Checklist. Ensure that you have completed all the required documents before proceed to the next step.

STEP 2: Make payment for visa processing fee

USM will apply for your Student Visa on your behalf through Education Malaysia Global Services (EMGS). You will need to pay the visa processing fee and other fees (not inclusive of the Student Pass and Multiple Entry Visa fees). EMGS charges are for these services:

▪ Processing Fee (New application) – One Year	MYR 1,000.00
▪ Medical Insurance in Malaysia	MYR 400.00
▪ i-kad	MYR 50.00
▪ Courier Charges	MYR 20.00
	Total
	MYR 1,470.00
	Goods and Service Tax (GST)
	6%
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	Grand Total
	MYR 1,558.20

Medical Insurance is for one year coverage

Indonesian Only

▪ Processing Fee (New application) – Two Years	MYR 1,140.00
▪ Medical Insurance in Malaysia	MYR 800.00
▪ i-kad	MYR 100.00
▪ Courier Charges	MYR 20.00
	Total
	MYR 2,060.00
	Goods and Service Tax (GST)
	6%
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	Grand Total
	MYR 2,183.60

Medical Insurance is for two years coverage

Payment has to be made in Malaysian Ringgit (MYR) only. No other currency is accepted. You have two (2) options to make payment:

Option 1: Online payment via <https://epayment.usm.my/main/>.

Please click Services > Others > EMGS. The ePayment accepts:

(i) MasterCard/Visa Credit Card.



Total payment to be made is MYR 1,700.00* or MYR 2,400.00* (for Indonesian only)

**The amount covers exchange rate and currency conversion fees.*

(ii) Internet Banking (FPX)

Activation of internet banking is a must with any of the banks listed below:



Total payment to be made is MYR 1,558.20 or MYR 2,183.60 (for Indonesian only)

Option 2: Malaysian Bank Draft/Banker's Cheque.

Please make payment of MYR 1,558.20 or MYR 2,183.60 (for Indonesian only) via Malaysian Bank Draft/Banker's Cheque payable to EMGS ESCROW ACCOUNT 1. If you have friends in Malaysia, you may request their help to make a Malaysian Bank Draft/Banker's Cheque payable to EMGS ESCROW ACCOUNT 1.

Payment has to be made in Malaysian Ringgit (MYR) only. No other currency is accepted. Please submit the original proof of payment/Malaysian Bank Draft/Banker's Cheque together with your application to USM.

STEP 3: Submit your documents

For postgraduate candidate, kindly submit your documents to Institute of Postgraduate Studies.

For undergraduate candidate, kindly submit your documents to Student Admissions Section, Academic Management Division.

Please note that you need to submit your documents within three (3) to six (6) months prior to your registration date.

STEP 4: Check your visa application status

You may check the status of your visa application [after one (1) month of payment submission] via <http://educationmalaysia.gov.my> and click on the tab below:



STEP 5: Apply Entry Visa to Malaysia

Upon getting the Visa Approval Letter (VAL) from USM, you need to apply the Entry Visa at the Malaysia Representative Office as stated on the VAL.

Students from non-visa required countries can proceed to enter Malaysia by producing the VAL upon arrival.

Students from visa required countries without a Malaysia Representative Office are permitted to enter without a visa BUT students must present the VAL upon entry.

Students from visa required countries with a Malaysia Representative Office must obtain visa prior to their entry into Malaysia. Students must provide the VAL in getting the visa.

STEP 6: On Arrival in Malaysia

Once you have arrived in Malaysia, please ensure that the Special Pass endorsed by the Immigration is for 30 days. Within 30 days, you will need to complete a few processes before getting the endorsement of Student Visa:

First, report yourself to Institute of Postgraduate Studies (for postgraduate student) or Student Admissions Section, Academic Management Division (for undergraduate student).

Second, you need to undergo a medical screening at Sejahtera Centre (USM Clinic) to verify your Medical Report. Please bring along the original report, X-Ray film/CD and lab reports provided by medical doctor in your home country.

Third, submit your passport and Student Visa fee of MYR 90.00 – MYR 170.00 (depending on country of origin) to the USM Visa Office. Your Student Visa will be endorsed at the Immigration Office within 7 working days.

Finally, you can collect your Medical Card and Student i-Kad after two weeks from the endorsement date of your Student Visa at the USM Visa Office.

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For any inquiries about Student Visa, please e-mail to visa@usm.my.

USM International Office
Universiti Sains Malaysia
:: Nov. 2015 ::

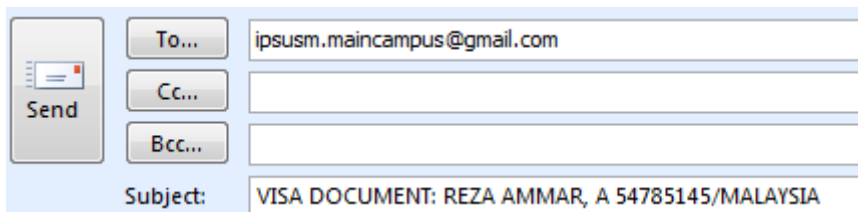
Checklist for Student Pass Application

No.	Item	Tick (✓) if complete
1.	Copy of Offer Letter	
2.	Copy of Passport – on A4 size paper (all pages including empty pages) <i>Must be certified true copy by Notary Public/ Malaysia Representative Officer</i>	
3.	Medical Examination Report	
4.	No Objection Certificate (NOC) <i>Applicable for Sub-Saharan countries applicants only</i>	
5.	Photograph (3.5 cm x 5.0 cm) with BLUE background <i>Photo taken in full-face view directly facing the camera with a neutral facial expression</i>	
6.	Copy of Academic Transcripts and Scroll	
7.	Proof of payment for visa processing fee	
8.	Nearest Malaysia Representative Office to apply the Entry Visa	Please state: _____

Send this checklist together with the above documents in **PDF format (except photograph) and in one email** to:

USM Main Campus & USM@KL	ipsusm.maincampus@gmail.com
USM Engineering Campus	ipsusm.engcampus@gmail.com
USM Health Campus	ipsusm.medcampus@gmail.com

Note: Kindly ensure to include the email subject as follows:



The screenshot shows an email client interface with a 'Send' button on the left. The 'To...' field contains 'ipsusm.maincampus@gmail.com'. The 'Cc...' and 'Bcc...' fields are empty. The 'Subject:' field contains 'VISA DOCUMENT: REZA AMMAR, A 54785145/MALAYSIA'.