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<http://www.utm.my/international/>

OUR REF.:

**UTM.J.01.34/14.17/1/51 Jld.23 (4)**

YOUR REF.:

24 August 2017

**Adeline Sneha**  
Sathyabama University  
India

Dear Ms.,

**OFFER FOR MOBILITY PROGRAM AT UNIVERSITI TEKNOLOGI MALAYSIA, JOHOR BAHRU, MALAYSIA**

We are pleased to offer you admission in the following program:-

|                              |                                                                                                                                 |
|------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Program                      | : UTM Internship / Research                                                                                                     |
| Status                       | : Postgraduate                                                                                                                  |
| Duration                     | : 1 February 2018 – 1 August 2018 (6 months)                                                                                    |
| Host Faculty                 | : Faculty of Electrical Engineering                                                                                             |
| Program                      | : PKEE3 - Doctor of Philosophy (Electrical Engineering)                                                                         |
| Academic Advisor/ Supervisor | : Assoc. Prof. Dr. Nor Hisham bin Hj. Khamis                                                                                    |
| Fees                         | : Refer to Annex 1                                                                                                              |
| Conditions                   | : Student is required to apply visa and insurance for the period of 12 months. Kindly refer to Annex 2 for the full procedures. |

We look forward to welcome you in UTM!

Thank you,

Yours sincerely,

**PROF. DR. NOR HANIZA SARMIN**  
Director (Global Education)  
UTM International  
Universiti Teknologi Malaysia  
81310 Johor Bahru, Johor, Malaysia  
For Vice Chancellor  
Tel: +607-553 8004  
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c.c

- **Prof. Dr. Mohd Wazir bin Mustafa, Deputy Dean (Academic & Student Development)**
- **Assoc. Prof. Dr. Nor Hisham bin Hj. Khamis, (Academic Advisor/ Supervisor)**  
Faculty of Electrical Engineering
- **Assoc. Prof. Dr. Mohamad Kasim bin Abdul Jalil**  
Director, Student Recruitment and Admission Division (SRAD)
- **Mr. Jeffri Selamat**  
Deputy Bursar, Bursar Office

**ACADEMIC CALENDAR FOR 2017/2018**  
**BACHELOR DEGREE & POSTGRADUATE PROGRAMME**  
**UNIVERSITI TEKNOLOGI MALAYSIA**

| DATE                                                                                                                             |                                                             | PROGRAMME                                                                           | PUBLIC & SCHOOL HOLIDAY                                                                                                                                               |
|----------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| UTM JB                                                                                                                           | UTM KL                                                      |                                                                                     |                                                                                                                                                                       |
| UG : 4 Sept 2017<br>PG : 5 - 7 Sept. 2017                                                                                        | UG : 4 Sept 2017<br>PG : 8 - 10 Sept. 2017                  | Registration of New Students<br>Undergraduate ( 1 Days )<br>Postgraduate ( 3 Days ) |                                                                                                                                                                       |
| 5 Sept - 8 Sept. 2017                                                                                                            | 5 Sept - 8 Sept. 2017                                       | Student Orientation Week<br>( 1 Week )                                              | National Day<br><b>31 August 2017 (Thursday)</b><br><br>Mid-Term School Break<br><b>25 August - 2 September 2017 (JB)</b><br><b>26 August - 3 September 2017 (KL)</b> |
| <b>6 September 2017</b>                                                                                                          |                                                             | <b>*Senate Meeting</b>                                                              |                                                                                                                                                                       |
| UG: 6 Sept. & 7 Sept. 2017<br>PG: 7 Sept. - 22 Sept. 2017                                                                        | UG : 7 Sept. & 8 Sept. 2017<br>PG : 7 Sept. - 22 Sept. 2017 | Course Registration<br>Undergraduate ( 2 Day )<br>Postgraduate ( 2 Weeks )          |                                                                                                                                                                       |
| <b>SEMESTER 1</b><br>10 September 2017 - 8 February 2018- UTM JB<br>11 September 2017 - 9 February 2018 - UTM KL<br>( 22 Weeks ) |                                                             |                                                                                     |                                                                                                                                                                       |
| 10 Sept. - 12 Oct. 2017                                                                                                          | 11 Sept. - 13 Oct. 2017                                     | Lectures Semester I<br>(First Half)<br>( 5 Weeks )                                  | Malaysia Day<br><b>16 September 2017 (Saturday)</b><br><br>Maal Hijrah 1439<br><b>22 September 2017 (Friday)</b>                                                      |
| <b>4 October 2017</b>                                                                                                            |                                                             | <b>*Senate Meeting</b>                                                              |                                                                                                                                                                       |
| 15 Oct. - 19 Oct. 2017                                                                                                           | 16 Oct. - 20 Oct. 2017                                      | Mid-Semester Break for Semester I<br>( 1 Week )                                     | Deepavali Day<br><b>18 October 2017 (Wednesday)</b>                                                                                                                   |
| 22 Oct. - 21 Dec. 2017                                                                                                           | 23 Oct. - 22 Dec. 2017                                      | Lectures Semester 1<br>(Second Half)<br>( 9 Weeks )                                 | Hol Almarhum Sultan Iskandar (JB Only)<br><b>26 October 2017 (Thursday)</b><br><br>Birthday of Prophet Muhammad S.A.W<br><b>1 December 2017 (Friday)</b>              |

|                                             |                                             |                                                                                                       |                                                                                                                                                                                                             |
|---------------------------------------------|---------------------------------------------|-------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                             |                                             |                                                                                                       | Birthday of Prophet Muhammad S.A.W (JB Only)<br><b>3 December 2017 (Sunday)</b><br><br>Year-End School Break<br><b>24 November – 21 December 2017 (JB)</b><br><b>25 November 2017 – 1 January 2018 (KL)</b> |
| 28 Oct. – 31 Oct. 2017                      |                                             | *UTM 59 <sup>th</sup> Convocation Ceremony                                                            |                                                                                                                                                                                                             |
| <b>1 November 2017</b>                      |                                             | <b>*Senate Meeting</b>                                                                                |                                                                                                                                                                                                             |
| 10 Dec. – 21 Dec. 2017                      | 11 Dec. – 22 Dec. 2017                      | Course Pre-Registration (UG) Semester II, 2017/2018                                                   |                                                                                                                                                                                                             |
| <b>6 December 2017</b>                      |                                             | <b>*Senate Meeting</b>                                                                                |                                                                                                                                                                                                             |
| 24 Dec. – 28 Dec. 2017                      | 25 Dec. – 29 Dec. 2017                      | Revision Period Semester I ( 1 Week )                                                                 | Christmas day<br><b>25 December 2017</b>                                                                                                                                                                    |
| 2 Jan. – 18 Jan. 2018                       | 2 Jan. – 19 Jan. 2018                       | Final Examination for Semester I ( 3 Weeks )                                                          | New Year (KL Only)<br><b>1 January 2018 (Monday)</b>                                                                                                                                                        |
| <b>3 January 2018</b>                       |                                             | <b>*Senate Meeting</b>                                                                                |                                                                                                                                                                                                             |
| 21 Jan. – 8 Feb. 2018                       | 22 Jan. – 9 Feb. 2018                       | Final Break for Semester I ( 3 Weeks )                                                                | Thaipusam<br><b>31 January 2018 (Wednesday)</b><br>Federal Territory Day (KL Only)<br><b>1 February 2018 (Wednesday)</b>                                                                                    |
| <b>7 February 2018</b>                      |                                             | <b>*Senate Meeting</b>                                                                                |                                                                                                                                                                                                             |
| 19 Feb. – 1 March 2018                      | 19 Feb. -2 March 2018                       | Special Examination for Semester I, 2017/2018                                                         |                                                                                                                                                                                                             |
| 7 Feb. – 8 Feb. 2018                        | 10 Feb. – 11 Feb. 2018                      | Registration of New Students<br>Semester II, 2017/2018<br>Postgraduate/ UG International ( 2 Days )   |                                                                                                                                                                                                             |
| UG : 7 - 8 Feb 2018<br>PG : 8 - 23 Feb 2018 | UG : 8 - 9 Feb 2018<br>PG : 8 - 23 Feb 2018 | Course Registration<br>Semester II, 2017/2018<br>Undergraduate ( 2 Days )<br>Postgraduate ( 2 Weeks ) |                                                                                                                                                                                                             |

**SEMESTER II**

11 February 2018 – 30 August 2018 – UTM JB  
12 February 2018 – 31 August 2018 – UTM KL  
( 29 Weeks )

|                         |                         |                                                      |                                                                                                                                                                                                                                                                                                                                                          |
|-------------------------|-------------------------|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11 Feb. – 29 March 2018 | 12 Feb. – 30 March 2018 | Lectures Semester II<br>(First Half)<br>( 7 Weeks )  | Chinese New Year (KL Only)<br><b>16 &amp; 17 February 2018 (Friday &amp; Saturday)</b><br><br>Chinese New Year (JB Only)<br><b>18 February 2018 (Sunday)</b><br><br>Birthday of His Majesty the Sultan of Johor (JB Only)<br><b>23 March 2018 (Friday)</b><br><br>Birthday of His Majesty the Sultan of Johor (JB Only)<br><b>25 March 2018 (Sunday)</b> |
| <b>7 March 2018</b>     |                         | <b>*Senate Meeting</b>                               |                                                                                                                                                                                                                                                                                                                                                          |
| 1 Apr. – 5 Apr. 2018    | 2 Apr. – 6 Apr. 2018    | Mid-Semester Break for Semester II<br>( 1 Week )     |                                                                                                                                                                                                                                                                                                                                                          |
| <b>4 April 2018</b>     |                         | <b>*Senate Meeting</b>                               |                                                                                                                                                                                                                                                                                                                                                          |
| 28 Apr. – 29 Apr. 2018  |                         | *UTM 60 <sup>th</sup> Convocation Ceremony           |                                                                                                                                                                                                                                                                                                                                                          |
| 8 Apr. – 24 May 2018    | 9 Apr. – 25 May 2018    | Lectures Semester II<br>(Second Half)<br>( 7 Weeks ) | Labour Day<br><b>1 May 2018 (Tuesday)</b><br><br>First day of Ramadhan (JB Only)<br><b>17 May 2018 (Thursday)</b>                                                                                                                                                                                                                                        |
| <b>9 May 2018</b>       |                         | <b>*Senate Meeting</b>                               |                                                                                                                                                                                                                                                                                                                                                          |
| 13 May – 24 May 2018    | 14 May – 25 May 2018    | Course Pre-Registration Semester I, 2018/2019        |                                                                                                                                                                                                                                                                                                                                                          |
| 25 May – 29 May 2018    | 26 May – 29 May - 2018  | Revision Period for Semester II<br>( 1 Week )        |                                                                                                                                                                                                                                                                                                                                                          |
| 30 May – 14 June 2018   | 30 May – 14 June 2018   | Final Examination for Semester II<br>( 3 Weeks )     | Wesak<br><b>29 May 2018 (Tuesday)</b><br><br>Birthday of His Majesty Seri Paduka Baginda Yang Di – Pertuan Agong<br><b>2 June 2018 (Saturday)</b>                                                                                                                                                                                                        |

|                                                                                                             |                                                  |  |                                                                                                                                     |
|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------|--|-------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                             |                                                  |  | Nuzul Al Quran (KL Only)<br><b>2 June 2018 (Saturday)</b><br><br>Eid Al - Fitri<br><b>15 - 16 June 2018 (Friday &amp; Saturday)</b> |
|                                                                                                             | <b>6 June 2018</b>                               |  | <b>*Senate Meeting</b>                                                                                                              |
| 17 June - 30 August 2018                                                                                    | 18 June - 31 August 2018                         |  | Final Semester Long Vacation ( 11 Weeks )                                                                                           |
|                                                                                                             | <b>4 July 2018</b>                               |  | <b>*Senate Meeting</b>                                                                                                              |
| 15 July - 26 July 2018                                                                                      | 16 July - 27 July 2018                           |  | Special Examination for Semester II                                                                                                 |
|                                                                                                             | <b>8 August 2018</b>                             |  | <b>*Senate Meeting</b>                                                                                                              |
| UG: 29 -30 Aug 2018<br>PG: 29 Aug- 14 Sept 2018                                                             | UG: 29 -30 Aug 2018<br>PG: 29 Aug - 14 Sept 2018 |  | Course Registration Semester 1, 2018/2019 Undergraduate ( 2 Days ) Postgraduate ( 2 Weeks )                                         |
| <b>SHORT SEMESTER</b><br>17 June - 23 August 2018 - UTMJB<br>18 June - 24 August 2018 - UTMKL<br>(10 Weeks) |                                                  |  |                                                                                                                                     |
| 17 June - 21 June 2018                                                                                      | 18 June - 22 June 2018                           |  | Final Break for Short Semester ( 1 Week)                                                                                            |
| 20 June & 21 June 2018                                                                                      | 21 June & 22 June 2018                           |  | Course Registration for Short Semester 2018/2019                                                                                    |
| 24 June - 16 August 2018                                                                                    | 25 June - 17 August 2018                         |  | Lectures Short Semester ( 8 Weeks )                                                                                                 |
| 19 August - 23 August 2018                                                                                  | 20 August - 24 August 2018                       |  | Final Break for Short Semester ( 1 Week)                                                                                            |

**UG : Undergraduate**

**PG : Postgraduate**

**\*Subject to changes**

## ANNEX 1



**FEES IMPOSED TO UTM EXCHANGE/ INTERNSHIP STUDENT**  
**(For duration within 1 month to 12 months/ 1 – 2 semesters study)**

| ITEM                                                                                                                                         | STUDENT CHARGES                                                    | BACHELOR DEGREE            | POST GRADUATE (MASTER & PHD) | PAYMENT METHOD                 |
|----------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|----------------------------|------------------------------|--------------------------------|
| <b>A.</b>                                                                                                                                    | <b>Registration</b><br>i) Registration<br>ii) Student ID Card      | RM350.00<br>RM30.00        | RM350.00<br>RM30.00          | Cash/ credit card upon arrival |
| <b>B.</b>                                                                                                                                    | <b>*Tuition Charges</b>                                            | RM1,550                    | RM2,600                      | Cash/ credit card upon arrival |
| <b>C.</b>                                                                                                                                    | <b>Pre-arrival</b><br>Visa Approval Letter                         | Refer to Table 1           | Refer to Table 1             | Credit card upon application   |
|                                                                                                                                              | <b>Visa</b><br>Student Pass for Mobility Programme (Mobility Pass) | Refer to Table 2           | Refer to Table 2             | Cash upon arrival              |
| <b>D</b>                                                                                                                                     | <b>Personal Bond</b>                                               | Refer to Table 3           | Refer to Table 3             | Cash/ credit card upon arrival |
| <b>E.</b>                                                                                                                                    | <b>Post-Arrival Medical Check-up</b>                               | RM250.00                   | RM250.00                     | Cash upon arrival              |
| <b>F.</b>                                                                                                                                    | <b>Accommodation</b>                                               | Minimum RM 20/ day/ person | Minimum RM 20/ day/ person   | Cash upon arrival              |
| <b>Note :</b><br><b>I. Item B* will be waived for students from partner institutions</b><br><b>II. Fees Listed are for one semester only</b> |                                                                    |                            |                              |                                |

**TABLE 1:**

**CHARGES IMPOSED FOR PRE-ARRIVAL VISA APPROVAL LETTER (VAL)  
(For duration within 3 to 12 months/ 1 – 2 semester study)**

| ITEM                      |           | CHARGE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
|---------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------|------|---------|---------|----------|----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| VAL Application           |           | RM 250.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| Immigration Card (I-Card) |           | RM 60.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| Insurance AXA-450         |           | <table><tr><th>Duration</th><th>Cost</th></tr><tr><td>1 month</td><td>RM37.50</td></tr><tr><td>2 months</td><td>RM 75.00</td></tr><tr><td>3 months</td><td>RM 112.50</td></tr><tr><td>4 months</td><td>RM 150.00</td></tr><tr><td>5 months</td><td>RM 187.50</td></tr><tr><td>6 months</td><td>RM 225.00</td></tr><tr><td>7 months</td><td>RM 262.50</td></tr><tr><td>8 months</td><td>RM 300.00</td></tr><tr><td>9 months</td><td>RM 337.50</td></tr><tr><td>10 months</td><td>RM 375.00</td></tr><tr><td>11 months</td><td>RM 412.50</td></tr><tr><td>12 months</td><td>RM 450.00</td></tr></table> |  | Duration | Cost | 1 month | RM37.50 | 2 months | RM 75.00 | 3 months | RM 112.50 | 4 months | RM 150.00 | 5 months | RM 187.50 | 6 months | RM 225.00 | 7 months | RM 262.50 | 8 months | RM 300.00 | 9 months | RM 337.50 | 10 months | RM 375.00 | 11 months | RM 412.50 | 12 months | RM 450.00 |
| Duration                  | Cost      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 1 month                   | RM37.50   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 2 months                  | RM 75.00  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 3 months                  | RM 112.50 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 4 months                  | RM 150.00 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 5 months                  | RM 187.50 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 6 months                  | RM 225.00 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 7 months                  | RM 262.50 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 8 months                  | RM 300.00 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 9 months                  | RM 337.50 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 10 months                 | RM 375.00 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 11 months                 | RM 412.50 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| 12 months                 | RM 450.00 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |
| Other charges *           |           | RM 140.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |          |      |         |         |          |          |          |           |          |           |          |           |          |           |          |           |          |           |          |           |           |           |           |           |           |           |

**Note :**

- I. Cost listed is subject to Education Malaysia Global Services (EMGS) charges**
- II. Exclude 6% Government Service Tax (GST)**
- III. Payment method by CREDIT CARD direct to EMGS**
- IV. VAL application SHALL be made by the student DIRECT to EMGS through EMGS System**

**\* If there is any special case that required UTM to apply for the VAL on behalf of the student, this extra charge shall be borne by the student. The RM 140.00 charge shall be made by CASH to UTM upon arrival.**

**TABLE 2:**

**Student Pass for Mobility Programme (Mobility Pass) Charges  
(For duration within 3 to 12 months/ 1 – 2 semesters study)**

| <b>COUNTRY</b>                                                                                                                                                                                                                                                             | <b>MOBILITY PASS CHARGES</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Afghanistan                                                                                                                                                                                                                                                                | RM80.00                      |
| Algeria                                                                                                                                                                                                                                                                    | RM80.00                      |
| Azer Baijan                                                                                                                                                                                                                                                                | RM80.00                      |
| Arab Saudi                                                                                                                                                                                                                                                                 | RM77.20                      |
| Bangladesh                                                                                                                                                                                                                                                                 | RM80.00                      |
| Bhutan                                                                                                                                                                                                                                                                     | RM80.00                      |
| Brunei                                                                                                                                                                                                                                                                     | RM80.00                      |
| China                                                                                                                                                                                                                                                                      | RM90.00                      |
| Djibouti                                                                                                                                                                                                                                                                   | RM80.00                      |
| Egypt                                                                                                                                                                                                                                                                      | RM80.00                      |
| Eritrea                                                                                                                                                                                                                                                                    | RM80.00                      |
| Ethiopia                                                                                                                                                                                                                                                                   | RM80.00                      |
| Britain/USA                                                                                                                                                                                                                                                                | RM80.00                      |
| Ghana                                                                                                                                                                                                                                                                      | RM80.00                      |
| Guinea                                                                                                                                                                                                                                                                     | RM80.00                      |
| India                                                                                                                                                                                                                                                                      | RM110.00                     |
| Indonesia                                                                                                                                                                                                                                                                  | RM75.00                      |
| Jordan                                                                                                                                                                                                                                                                     | RM80.00                      |
| Kazakhstan                                                                                                                                                                                                                                                                 | RM80.00                      |
| Kenya                                                                                                                                                                                                                                                                      | RM80.00                      |
| Iran                                                                                                                                                                                                                                                                       | RM80.00                      |
| Iraq                                                                                                                                                                                                                                                                       | RM80.00                      |
| Libya                                                                                                                                                                                                                                                                      | RM80.00                      |
| Maldova / Mauritius / Mauritania                                                                                                                                                                                                                                           | RM60.00                      |
| Maldives                                                                                                                                                                                                                                                                   | RM80.00                      |
| Korea                                                                                                                                                                                                                                                                      | RM90.00                      |
| Japan                                                                                                                                                                                                                                                                      | RM90.00                      |
| Singapore                                                                                                                                                                                                                                                                  | RM60.00                      |
| Czech Republic                                                                                                                                                                                                                                                             | RM80.00                      |
| Morocco                                                                                                                                                                                                                                                                    | RM80.00                      |
| Palestine                                                                                                                                                                                                                                                                  | RM80.00                      |
| Pakistan                                                                                                                                                                                                                                                                   | RM80.00                      |
| Oman                                                                                                                                                                                                                                                                       | RM80.00                      |
| Philippines                                                                                                                                                                                                                                                                | RM80.00                      |
| Nigeria                                                                                                                                                                                                                                                                    | RM80.00                      |
| Somalia                                                                                                                                                                                                                                                                    | RM80.00                      |
| Sri Lanka                                                                                                                                                                                                                                                                  | RM80.00                      |
| Sudan                                                                                                                                                                                                                                                                      | RM72.90                      |
| Syria                                                                                                                                                                                                                                                                      | RM80.00                      |
| Tajikistan                                                                                                                                                                                                                                                                 | RM60.00                      |
| Tanzania                                                                                                                                                                                                                                                                   | RM60.00                      |
| Thailand                                                                                                                                                                                                                                                                   | RM60.00                      |
| Tunisia                                                                                                                                                                                                                                                                    | RM80.00                      |
| Turkey                                                                                                                                                                                                                                                                     | RM80.00                      |
| Uganda                                                                                                                                                                                                                                                                     | RM80.00                      |
| UAE                                                                                                                                                                                                                                                                        | RM80.00                      |
| Vietnam                                                                                                                                                                                                                                                                    | RM73.00                      |
| Yemen                                                                                                                                                                                                                                                                      | RM80.00                      |
| Canada                                                                                                                                                                                                                                                                     | RM60.00                      |
| United Kingdom                                                                                                                                                                                                                                                             | RM60.00                      |
| France                                                                                                                                                                                                                                                                     | RM72.90                      |
| Finland                                                                                                                                                                                                                                                                    | RM67.00                      |
| <b>Other Country</b>                                                                                                                                                                                                                                                       | <b>RM80.00</b>               |
| <b>Note :</b><br><b>I. Cost listed is subject to Malaysia Immigration charges</b><br><b>II. There will be a UTM admin fee of EM30.00 for each mobility pass applied</b><br><b>III. Payment method for Moblility Pass Charges and UTM Admin Fee is by CASH upon arrival</b> |                              |

**TABLE 3:**  
**PERSONAL BOND DEPOSIT RATES**

| <b>COUNTRY</b>                                                                                                                                                                                                                                                  | <b>RATE</b> | <b>COUNTRY</b> | <b>RATE</b> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|----------------|-------------|
| Africa                                                                                                                                                                                                                                                          | RM 1500     | Macau          | RM 1000     |
| Australia                                                                                                                                                                                                                                                       | RM 1500     | Myanmar        | RM 750      |
| Bangladesh                                                                                                                                                                                                                                                      | RM 750      | Nepal          | RM 750      |
| British BNO                                                                                                                                                                                                                                                     | RM 1500     | Pakistan       | RM 750      |
| Brunei & Brunei PR                                                                                                                                                                                                                                              | RM 1500     | Philippines    | RM 750      |
| Canada                                                                                                                                                                                                                                                          | RM 2000     | Portugal       | RM 1500     |
| China                                                                                                                                                                                                                                                           | RM 1500     | Saudi Arabia   | RM 1500     |
| Europe                                                                                                                                                                                                                                                          | RM 1500     | Singapore      | RM 200      |
| Germany                                                                                                                                                                                                                                                         | RM 1500     | Sri Lanka      | RM 750      |
| India                                                                                                                                                                                                                                                           | RM 750      | Taiwan         | RM 750      |
| Indonesia                                                                                                                                                                                                                                                       | RM 500      | Thailand       | RM 300      |
| Iran                                                                                                                                                                                                                                                            | RM 1500     | Tunisia        | RM 1500     |
| Iraq                                                                                                                                                                                                                                                            | RM 1500     | United Kingdom | RM 1500     |
| Japan                                                                                                                                                                                                                                                           | RM 1000     | USA            | RM 2000     |
| Korea                                                                                                                                                                                                                                                           | RM 1000     | Vietnam        | RM 1500     |
| <b>Note:</b><br><b>I. The Personal Bond deposit rate for countries that are not listed above is RM 1500</b><br><b>II. The Personal Bond is refundable upon completing the program in UTM</b><br><b>III. Payment method is by CASH/ CREDIT CARD upon arrival</b> |             |                |             |

**VISA APPROVAL LETTER (VAL) APPLICATION****IMPORTANT:**

1. All UTM incoming students for period **more than 3 months** are **COMPULSORY** to apply for **MOBILITY PASS** and **NOT ALLOW** to enter Malaysia using either tourist or entry visa.
2. Student are advice to purchase flight ticket only **after obtaining** your **Visa Approval Letter** from Education Malaysia Global Services/Universiti Teknologi Malaysia/Malaysian Immigration either via email or mail and required to go to the nearby Malaysia Embassy in your home country as stated in the letter in order to obtain you **Single Entry Visa BEFORE entering Malaysia**.

**ONLINE APPLICATION THROUGH EMGS**

UNIVERSITI TEKNOLOGI MALAYSIA (UTM) welcoming you to as our incoming mobility student. To expedite the student pre-arrival visa application, please follow these instructions:

**STEP 1: COMPLETE YOUR DOCUMENTS**

1. Passport photo (*Please follow Photo Requirement Guideline as attached*)
2. One Copy of offer letter stating that the student has been offered placement to undergo a mobility course in UTM. You can only submit this application once you have received a letter of acceptance/offer from your university/college. Please upload a scanned copy of the offer letter in PDF format only and ensure that all pages of the offer letter are scanned and uploaded as **ONE PDF file**.
3. Scanned copy of your Passport Data Page in PDF format. **We do not require all pages of your passport**. Please scan and upload the Passport Information page, the Observation Page (If it shows any extensions, clarifications of name, and previous passport numbers), and any pages which contain visa information. Please ensure that all required pages are scanned and uploaded as ONE PDF file. The maximum file size allowed by the system is 2000KB.
4. Confirmation Letter by Home University. If you are applying for a Mobility program, you must be enrolled as a full-time student in an overseas university/home university which is registered by the governing body in its country of operation. You will be required to show proof of this by providing either a letter from the overseas university (where you are currently studying), or a copy of your student matriculation card certified by the overseas university (where you are currently studying).
5. **Declaration of Health Status** (*refer attachment*).

**STEP 2: APPLY YOUR STUDENT VISA ONLINE**

Apply online your student visa through Education Malaysia Global Services (EMGS) at <http://educationmalaysia.gov.my/>

**Institution Type:** Public Higher Education Institution

**Institution Name :** Refer to your offer letter and select either:

UNIVERSITI TEKNOLOGI MALAYSIA (CAWANGAN JOHOR BAHRU)

OR

UNIVERSITI TEKNOLOGI MALAYSIA (CAWANGAN KUALA LUMPUR)

**Year of Intake :** 2018

**Month of Intake:** February

**Programme type:** Mobility Program

**Course Name :** Select your Course Name (please contact us at [globaleducation@utm.my](mailto:globaleducation@utm.my) if your program not in the list

**Applicant Nationality:** Select your nationality

**Travel Document Number:** Write Your Passport/Document Number

\*\*\* **Apply Now** \*\*\*

**Course Duration of Study (months):** Default

**Course Level:** Default

**Partner University:** Choose your home university name

**Applicant Photo (35mm x 45mm) :** Refer photo requirement.

Allowed file extensions to upload: **jpg**

Maximum image width: **217 px.**

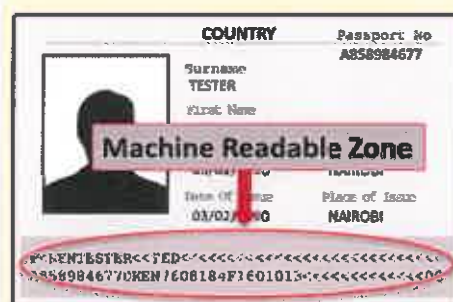
Maximum image height: **310 px.**

Maximum file size: **73 KB**

**Applicant Name as in Passport (MRZ Format) :** refer to EMGS guide

#### **Name as in MRZ in the Passport**

The machine-readable zone, MRZ, in the passport is located at the bottom of the photo page



The data of the machine-readable zone consists of two rows of 44 characters each. The only characters used are A-Z, 0-9 and the filler character <. The name is on the first row starting at the 6th position, after the 3-character country code. The format of the first row is:

| Position | Length | Chars | Meaning                                                                                                                      |
|----------|--------|-------|------------------------------------------------------------------------------------------------------------------------------|
| 1        | 1      | alpha | P, indicating a passport                                                                                                     |
| 2        | 1      | alpha | Type (for countries that distinguish between different types of passports)                                                   |
| 3-5      | 3      | alpha | Issuing country or organization (ISO 3166-1 alpha-3 code with modifications)                                                 |
| 6-44     | 39     | alpha | Last name, followed by two filler characters, followed by given names. Given names are separated by single filler characters |

In the name field, spaces, hyphens and other punctuation are represented by <, except apostrophes, which are skipped. If the names are too long, names are abbreviated to their most significant parts. In that case, the last position must contain an alphabetic character to indicate possible truncation, and if there is a given name, the two fillers and at least one character of it must be included.

**Applicant Gender:** Select Male/ Female

**Applicant Place / Country of Birth :** Select Country of Birth

**Applicant Date of Birth (dd/mm/yyyy):** DD/MM/YYYY

**Obtain Single Entry Visa (SEV) from :** Default / refer note below:

**Note:**

1. If you have the Malaysia Embassy/ Consulate in your country; please select the nearest Malaysia embassy where you can obtain the Single Entry Visa (SEV).
2. If your country doesn't have Malaysia Embassy, please select the nearest country and student will apply Visa on Arrival for Student (VOAS) at the Kuala Lumpur International Airport/ Entry point

**Applicant Nationality:** Default

**Travel Document Type :** Select International passport/ travel document

**Travel Document Place / Country of Issue :** Please select

**Travel Document Number:** Default

**Travel Document Place / Country of Issue:** Refer passport details page and choose the relevant country

**Travel Document Issued On (dd/mm/yyyy) :** Date of passport issue

**Travel Document Valid Until (dd/mm/yyyy) :** Date passport expiry

**Insurance:** Select – AXA450 with **validity duration same as student mobility period** in UTM

**Sticker Pass Fees :** Please Select :

JABATAN IMIGRESEN NEGERI JOHOR (payable directly to immigration) if you're offered at UTM Johor Bahru

OR

EMGS if you're offered at UTM Kuala Lumpur

**Visa Fees:** Default

**iKad :** 1 year, courier to institute, +RM60.00

**Medical Screening At:** Public University Clinics

**VAL Delivery Method :** Courier to Institute +RM10.00

**Upload:** Offer letter, Passport Details page & Visa information ( >12 months validity), Declaration of Health status.

**Payment should be made via **credit card or telegraphic transfer only** to EMGS during the submission of visa application**

*Note:* 1. Please, read the UTM & EMGS user guide before creating an application  
2. EMGS will invoice you once you have completed filling the online application form.

### **STEP 3: CHECK YOUR VISA APPLICATION STATUS**

You may check the status of your visa application [after one (1) week of submission] via <http://educationmalaysia.gov.my> . Once approved, EMGS will send the VAL to UTM and UTM will then email to the student to advise further.

***Note: Some country requires the original VAL to apply for the Single Entry Visa (SEV). We will courier the original VAL to you.***

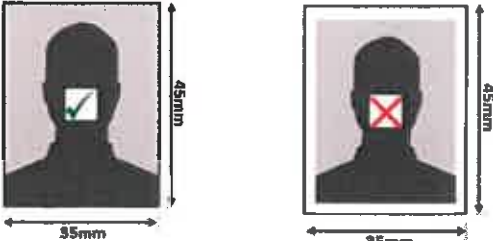
### **STEP 4: APPLYING FOR THE SINGLE ENTRY VISA TO MALAYSIA**

After you have received the Visa Approval Letter (VAL) from UTM, you will need to apply for the Single Entry Visa (SEV) at the Malaysia Representative Office as stated in the VAL. However, some countries without the Malaysia Representative Office can have the Visa on Arrival for Student (VOAS) at KLIA. We normally advise the student prior to receiving the VAL from EMGS.

### **STEP 5: ARRIVAL IN MALAYSIA**

**Upon arrival in Malaysia, please ensure that your single entry is endorsed by the Immigration for 30 days as stated in your Visa Approval Letter.** This is crucial, as the immigration officer might mistakenly give you a Visit Pass. Therefore, you need to check and correct them if the problem arises.

## EMGS PHOTO SPECIFICATION (Effective 1 October 2016)

|                                                                                                                                                              |                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p style="margin-top: 10px;">No white border<br/>surrounding the photo</p> | <p><b>ACCEPT PHOTO (✓)</b></p>  <p style="margin-top: 10px;">Only white background</p> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### REJECT PHOTO (✗)

|                                                                                                                                                                                                                                            |                                                                                                                                                     |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
|  <p><b>Blue background</b></p>                                                                                                                           |  <p><b>NOT neutral facial expression (mouth MUST closed)</b></p> |
|  <p><b>Not facing forward/Body not straight</b></p>                                                                                                     |  <p><b>2 tone background color</b></p>                          |
|  <p><b>Reflection on spectacle.</b><br/>(We recommend photographs without spectacles to avoid the risk of rejection because of glare or reflection)</p> |  <p><b>Face Blurry/ not clear/ background not white</b></p>     |

**NOTE:** Photos must be professionally printed (45mm high x 35 mm wide). Please do not use a photo that has been trimmed or cut down from a larger picture. The image of the applicant - from the crown of the head to the chin - must be between 34mm and 39mm high.

## **DECLARATION OF HEALTH STATUS**

I hereby declare that I am free from the following diseases / conditions:

- 1) HIV
- 2) Hepatitis B
- 3) Tuberculosis
- 4) Malaria
- 5) Typhoid
- 6) Sexually Transmitted Disease
- 7) Cancer
- 8) Epilepsy
- 9) Psychiatric Illness
- 10) I also do not take or use any illegal drugs

I declare that in the event I should be diagnosed with any condition that does not require my removal from the country but requires medical treatment and I choose to remain in Malaysia to continue my studies I will bear any and all costs relating directly or indirectly towards the medical management of my medical condition.

I confirm that EMGS shall not be responsible in any manner or whatsoever, arising out of EMGS certification of my medical status as suitable to study or reside in Malaysia despite the medical condition described above. I further undertake to hold EMGS harmless from any loss or liability arising from this decision and agree to indemnify and keep EMGS from any loss or liability arising from this decision.

-----  
**Signature of Student**

-----  
**Name of Student**

-----  
**Passport Number**

-----  
**Date**

### ARRIVAL DETAILS

Arrival date (once confirmed) must be notified to us by email with an email subject '**NGS ARRIVAL-YOUR NAME**' (Ex: **NGS ARRIVAL- FASIHAH JASLAN**) and the email should contain:

Student's Name:

Home university:

Arrival date:

Arrival time at UTM (estimate):

Last city of embarkation:

The information should be sent to us at [globoaleducation@utm.my](mailto:globoaleducation@utm.my)

### ACCOMMODATION

You will be guaranteed an on-campus accommodation at our residential college. The type of room may vary based on availability.

The arrangement for off-campus accommodation must be made by the student.

#### Accommodation Check-in

| UTM Johor Bahru Campus              |                   | UTM Kuala Lumpur Campus             |                   |
|-------------------------------------|-------------------|-------------------------------------|-------------------|
| Day                                 | Check-in Time     | Day                                 | Check-in Time     |
| Sunday - Wednesday                  | 8.30 am – 4.00 pm | Monday - Friday                     | 8.30 am – 4.00 pm |
| Thursday                            | 8.30 am – 2.00 pm |                                     |                   |
| Friday, Saturday and Public Holiday | Off Day           | Saturday, Sunday and Public Holiday | Off Day           |

For arrivals during weekend/ public holiday, you are advised to organize your own accommodation. Kindly arrange your arrival wisely based on our business hours.

#### Room Fee

The rate of an on-campus accommodation may vary based on the room type. The minimum rate is **RM 20/ day and up to RM50/ day**. The payment should be made by CASH to the residential college upon check-in. The details of the accommodation will be provided to you before your arrival.

### DEPENDENT

An exchange student/ internship student is not allowed to bring your dependent due to visa matters. UTM will only process visa applications for student who registered in UTM under the exchange/ internship program.

### FEES

Registration fee is applied to all exchange/ internship student and the tuition fee is waived to student from UTM partner universities. List of fees are written in UTM offer letter. **Payment can be made at UTM Bursar's Office upon arrival by CASH or CREDIT CARD.**

### **REGISTRATION**

Please refer to UTM International within office hours as below:

|                        | <b>UTM Johor Bahru Campus</b>                                                                           | <b>UTM Kuala Lumpur Campus</b>                                                                                                 |
|------------------------|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <b>Address :</b>       | UTM International<br>Block S19<br>Universiti Teknologi Malaysia<br>81310 Johor Bahru, Johor<br>Malaysia | UTM International<br>Level 8, Menara Razak<br>Universiti Teknologi Malaysia<br>Jalan Semarak<br>54100 Kuala Lumpur<br>Malaysia |
| <b>Business Hours:</b> | <b>Sunday – Wednesday</b><br>8.30 am – 4.00 pm<br><b>Thursday</b><br>8.30 am – 2.00 pm                  | <b>Monday – Friday</b><br>8.30 am – 4.00 pm                                                                                    |
|                        | <b>Off Day</b><br>Friday, Saturday and Public Holiday                                                   | <b>Off Day</b><br>Saturday, Sunday and Public Holiday                                                                          |
| <b>Telephone</b>       | +607-5536844/ +607-5536861                                                                              | +603-21805114                                                                                                                  |
| <b>Email</b>           | <a href="mailto:globaleducation@utm.my">globaleducation@utm.my</a>                                      |                                                                                                                                |
| <b>Website</b>         | <a href="http://www.utm.my/international">www.utm.my/international</a>                                  |                                                                                                                                |

~ THANK YOU & WELCOME TO UTM!~