

**PERSONAL DETAILS**

**PROGRESSION FORM**

Full Name:   
 (capital letter)

Home Address:   
 (in Malaysia)

Postcode:

City:

Passport Number:

Passport Expired Date:

Nationality:

Faculty:

Matric No:

Email:

Phone No:

NO.	DOCUMENTS	DETAILS	INSTRUCTION TO STUDENT	REMARK
1	Passport (Original document)	At least 15 MONTHS VALIDITY from the Student Pass expiry date	Passport must be in good condition	
2	Passport photocopy (1 copies)	ALL PAGES including blank page (from page 1 to the last page of passport)	- The copy must be clear and clean - printed in A4 size and one sided	
3	Photograph (1 piece)	Passport-size photo (4.5cm x 3.5cm) with WHITE BACKGROUND	Printed on photo quality paper and unedited photo	
4	Offer Letter	Original and copy	To obtain from BPA @ PPS	
5	Completion Letter	Original and copy	To obtain from BPA @ PPS	
6	Release letter	Release letter to obtain from the previous institute	To obtain from the previous institute	
7	Academic Certificates	Original and copy	To obtain from the previous institute	

NO.	PAY TO	DETAILS (RM)	INSTRUCTION TO STUDENT
1.	EMGS	<b>REFER TO PRO FORMA INVOICE</b>	Payment By JomPAY  Biller Code: 231183 Ref-1: 20320 Ref-2: 472002
2.	INSURANCE	Berjaya Insurance <b>RM550.00</b>	Pay to insurance agent at CISMo every Thursday or online transfer to <b>GOH KIM ONG - MAYBANK (504085137337)</b>
3.	CISMo	<b>RM60.00</b> + SINGLE/MULTIPLE ENTRY VISA (depends on country)	Pay at CISMo

**IMPORTANT**

FOR RENEWAL AND PROGRESSION APPLICATIONS, DOCUMENTS HAVE TO BE SUBMITTED TO CISMo TWO (2) MONTHS BEFORE THE EXPIRY DATE.

FAILING TO DO SO WILL LEADS TO PAYMENT OF RM200.00 PENALTY

Student Signature

Date

COUNTRIES	SINGLE/MULTIPLE ENTRY VISA (RM)
ARGENTINA	20.15
BANGLADESH	20.00
BHUTAN	20.00
BOLIVIA	11.00
BURMA	19.50
BRAZIL	17.00
BULGARIA	21.90
CHILE	24.50
REPUBLIC OF CHINA	30.00
COSTA RICA	9.00
CZECH & SLOVAK	19.30
DENMARK	6.00
DOMINICAN REPUBLIC	12.90
ECUADOR	7.00
FINLAND	7.00
FRANCE	12.90
HAITI	16.00
HUNGARY	21.45
INDIA	50.00
INDONESIA	15.00
ISRAEL	9.70
ITALY	9.50
SOUTH KOREA	30.00
LIBERIA	13.00
MEXICO	17.50
MYANMAR	20.00
NEPAL	20.00
PANAMA	14.50
PAKISTAN	20.00
PERU	20.00
POLAND	26.20
PORTUGAL	6.50
SAUDI ARABIA	17.20
SRI LANKA	15.00
SUDAN	12.90
UNITED STATES OF AMERICA	6.00
URUGUAY	13.50
VENEZUELA	18.00
VIETNAM	13.00

COUNTRIES WHICH ARE NOT LISTED ARE TO PAY RM 20.00