

STUDENT PASS RENEWAL APPLICATION FORM

PERSONAL DETAILS

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 black page (from page 1 to the last page of passport)	The copy must be clear and clean & printed in A4 size and one sided with entry stamp	
3	Photograph (1 piece)	Passport size photo (4.5cm x 3.5cm) with WHITE BACKGROUND	Print on photo quality paper & unedited photo	
4	Class attendance for two (2) semesters / Progress Report	Current and previous semester with MINIMUM of three (3) subject with lecturer's signature and their official stamp. (FOR ACADEMIC ENGLISH WE NEED ATTENDANCE FOR CURRENT SEMESTER)	Get the Attendance Form at Centre for International & Mobility (CISMo)	
5	Exam Result from previous two (2) semester	If CGPA less than 2.00, refer item no. 6 (FOR ACADEMIC ENGLISH MUST SUBMIT IELTS RESULT)	Print out from Student Portal	
6	Supporting Letter (Original Copy)	If CGPA less than 2.00	Supporting Letter from Faculty's Dean	

NO.	PAY TO	DETAILS	INSTRUCTION TO STUDENT
1	EMGS	RM330.00	Payment By JomPAY  Biller Code: 231183 Ref-1: 26320 Ref-2: 472002
2	INSURANCE	CHUBB Insurance RM550.00	Online payment to: GOH KIM ONG - MAYBANK (504085137337)
3	CISMo	RM60.00 + SINGLE/MULTIPLE ENTRY VISA (depends on country) <i>Can refer at the back of this form</i>	Pay at CISMo

IMPORTANT

FOR RENEWAL 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