

# VISA APPLICATION PROCESS (NEW INTAKE INTERNATIONAL STUDENT)

## PROCESS

## REMARKS

Before Arriving in Malaysia :

**1** **PPPA/ PPS**

The offer letter has been issued.



**2** **Student**

The student contacts the International Centre (IC) regarding e-VAL matters.



**3** **International Centre**

The IC staff provides guidance to the student on the required documents.



**4** **Student**

The student is required to submit the documents to the IC via email: ic@umt.edu.my



- Documents include:
1. Copy of passport photo
  2. Copy of offer letter
  3. Academic certificate & transcripts
  4. Health declaration
  5. Proof of payment to EMGS
  6. Proof of payment for UMT service fees
  7. Offer acceptance form

Tasnova Hossain EMGS MBAOct25 11 items

Name	File Name	File Size
2.1. Letter of Acceptance Form (Offer Letter)	Aug 10, 2025	214 KB
3. Academic Certificate & Transcripts	Aug 10, 2025	403 KB
4. Health Declaration	Aug 10, 2025	150 KB
5. Proof of Payment to EMGS	Aug 10, 2025	100 KB
6. Proof of Payment for UMT Service Fees	Aug 10, 2025	100 KB
7. Offer Acceptance Form	Aug 10, 2025	2 KB
1. Copy of Passport Photo	Aug 10, 2025	4 KB
2. Copy of Offer Letter	Aug 10, 2025	4 KB
3. Academic Certificate & Transcripts	Aug 10, 2025	441 KB
4. Health Declaration	Aug 10, 2025	150 KB

**5** **International Centre**

Submitting the e-VAL application through the EMGS STAR system.



Student Pass Application Form - IM 14

Application Type:  Home - MBTA1, MBTA2

Year of Intake: 2025

Month of Intake: September

Course Name: MASTER OF BUSINESS ADMINISTRATION

Course Duration of Study (months): 12

Course Level: Undergraduate

Application Submitted

Thank you for your application.

We will process your application once we receive the signed PDF form including the payment. Please attach all the necessary supporting documents. You can download the checklist of required documents from the right panel of this page.

Application Number: 25862254 Student Pass Application Form - IM 14 (CGSAPL\_TASNOVA\_25862254.pdf)

Application Issues

Issue	Status	Comment	Updated At
1. Payment	Open	No Proof Of Payment. This institution is required to submit the proof of payment for this application in order to proceed.	19/08/2025

Delivery Address: M1 PUSAT ANTARABANGSA, PUSAT ANTARABANGSA, UNIVERSITI MALAYSIA TERENGGANU, 21030 BANGSA, TERENGGANU, TERENGGANU DARUL ILMU, Pusat Antarabangsa.

Collection Method: Courier Charges per Application - Fixed

Application Issues

Issue	Status	Comment	Updated At
1. Payment	Closed	Thank you for submitting the required document, we will resume the processing of application if we do not require any corrections or additional documents.	14/08/2025

About Your Application

16 Aug 2025 14:15:08

Edited Applicant Photo Foto EMGS MAPA 66x91 217 x 290 px -> target="\_blank"/>

Updated student's ->Photo-> ->imgphoto->

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## REMARKS

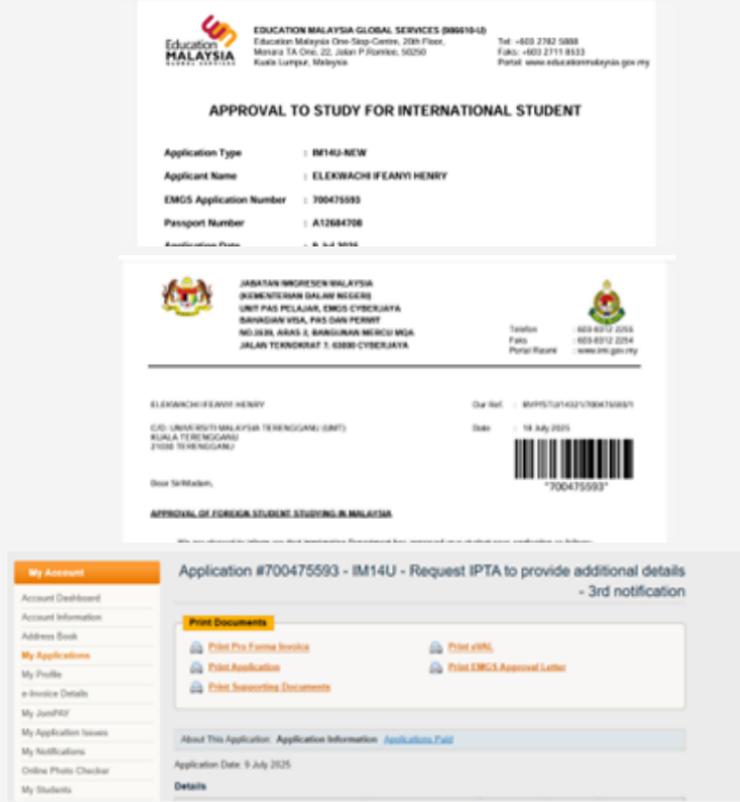
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### EMGS

EMGS will issue the e-VAL approval letter.

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Duration : 2 - 3 months

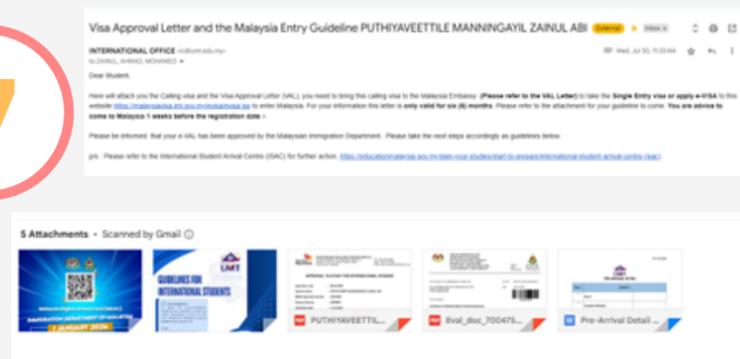


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### International Centre

IC Staff will email the e-VAL approval letter, MDAC guidelines and details of the Pre-Arrival form to the student or coordinator.

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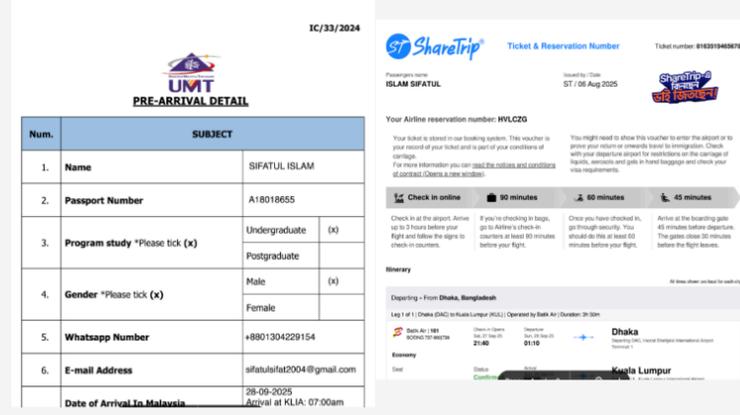
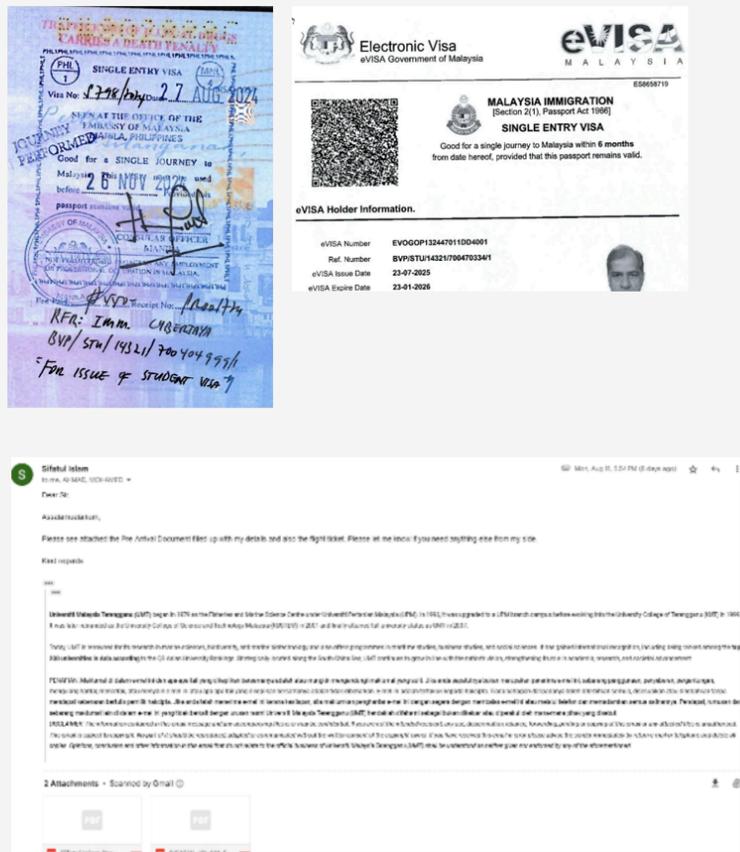
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### Student

- The student is required to bring the e-Val to the Malaysian Embassy in their home country to obtain a Single Entry Visa.
- The student is required to submit the Pre-Arrival form feedback to the IC for reference.

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- The student obtains a Single Entry Visa (stamped in the passport) **OR**
- The student obtains a Single Entry Visa via Malaysia e-VISA (depending on the selected countries).



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## REMARKS

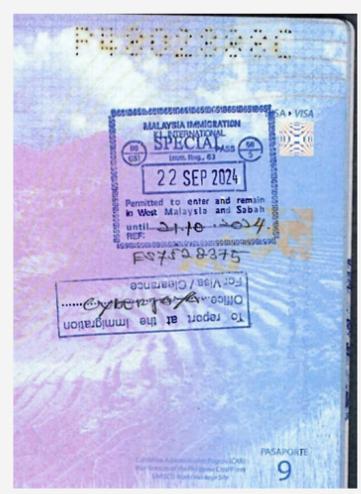
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Student

The student enters Malaysia through one of two channels.

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Channel 1: Entry Checkpoint  
 • The student will be granted a Special Pass **OR**  
 Channel 2: Self Entry  
 • The student is required to email the MDAC registration proof to the UMT International Centre for verification.



When Arriving in Malaysia :

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Student

The student needs to attend the International Centre to submit the documents

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Documents include:  
 1. Passport (with Special Pass stamping) **OR** approval proof from MDAC.  
 2. e-Visa.

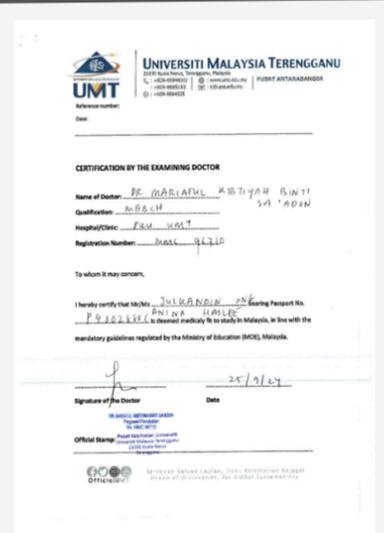


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Student

The student undergoes a health screening at PKU (UMT Medical Centre).

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International Centre

The student submits the health screening results to the International Centre.

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Duration : 3 - 7 working days

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# VISA APPLICATION PROCESS

## PROCESS

## REMARKS

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International Centre

IC staff will issue the **Clearance Form** to the student for the student registration.

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International Centre

The IC staff submits the student pass application through the EMGS system.

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### Application Issues

Issue	Status	Comment	Updated At	
1. Current Pass	Open	1) The Institute is required to submit a copy of the passport page that shows the Date of Entry and Valid Pass to EMGS in order for us to prepare the supporting letter.  Or  The institute is required to submit the copy of the MDAC online verification if the student entered Malaysia using the autogate facility. The online verification can be accessed by the student through <a href="https://imigrasi-online.imi.gov.my/imdac/register?view=VisitPass">https://imigrasi-online.imi.gov.my/imdac/register?view=VisitPass</a>	05/08/2025	Upload
2. Post-VAL Medical	Open	1) The Institute is required to submit a medical screening confirmation letter indicating that the student is fit to study.	05/08/2025	Upload
3. Personal Bond	Closed	Thank you for submitting the required document, we will resume the processing of application if we do not require any corrections or additional documents.	28/07/2025	
4. Insurance	Closed	Thank you for submitting the required document, we will resume	17/07/2025	

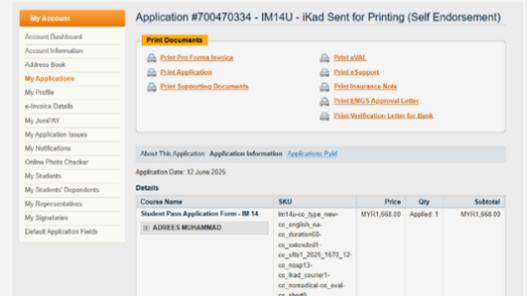
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EMGS

EMGS or JIM Cyberjaya issues the student pass support letter.

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Duration : 2 - 3 weeks



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International Centre

IC staff submits the student pass sticker application at JIM Terengganu.

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JIM TERENGGANU

JIM Terengganu issues the student pass sticker (stamped in the passport).

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Duration : 3 - 4 working days

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Student

The student collects the passport along with the student pass and the students pass sticker payment receipt at the International Centre.

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COMPLETED