

APPLICATION PROCESS FOR A CALLING VISA FOR INTERNATIONAL STUDENTS' FAMILY MEMBERS

PROCESS

REMARKS

01

Students

Prepare and submit the documents to International Centre.

1

- Copies of all passports family members
- Marriage certificate (spouse)
- Birth certificate (children)
- a passport-sized photo with a blue background for each family member

02

International Centre

The International Centre staff review the documents and complete the related forms and the calling visa application letter.

2

03

International Centre

The completed forms and supporting documents are reviewed and verified.

3

04

International Centre

IC staff submits the Calling Visa application to the Immigration Office in Kuala Terengganu or Putrajaya.

4

05

International Centre

An acknowledgement of receipt is obtained from the Immigration Office.

5

S1

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06

International Centre

The Calling Visa is collected from the Immigration Office after 14 days.

6

07

International Centre

The approval letter is scanned and emailed to the international staff, and the original approval letter (hardcopy) is sent via registered mail.

7

COMPLETED