

Name:	Student ID:
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Nationality:		Home Address in Malaysia																					
Passport No.:	Passport Expired Date:	House/Apartment No:.....																					
		Street Address:.....																					
		Town/City:..... state:.....																					
		Email:.....																					
Current insurance Expired Date:	Student Pass Expired Date:	Contact No.:																					
		<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																					

NO.	DOCUMENTS	DETAIL	INSTRUCTION TO STUDENT	REMARK
1.	Passport photocopy (2 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	
2.	Photograph (2 piece)	Passport-size photo (4.5cm x 3.5cm) with WHITE BACKGROUND	Printed on photo quality paper and unedited photo	
3.	Offer Letter	Original and copy	To obtain from BPA @ PPS	
4.	Academic Certificates	Original and copy	To obtain from the previous institute	
5.	Medical Insurance	Copy of detail page and current student pass	To be attached with the Insurance form	

NO.	PAY TO	DETAIL (RM)			INSTRUCTION TO STUDENT
1.	EMGS	1537.00			Payment by cheque/ bank draft/ EMGS ESCROW ACCOUNT 1 Bank transfer : MAYBANK (514057662341) EMGS ESCROW ACCOUNT 1
2.	INSURANCE	PLAN 1 800.00	PLAN 2 500.00	PLAN 3 430.00	Pay Cash to International Office / Pay Cash to Insurance agent at International Office
3.	INTERNATIONAL OFFICE	70.00 + SINGLE/MULTIPLE ENTRY VISA (depends on country) <i>Can refer at the back of this form</i>			Pay Cash To International Office

NO.	MEDICAL CHECK UP
1.	The student is required to do a medical checkup upon receiving the VISA APPROVAL LETTER (VAL) from EMGS
2.	Medical checkup is to be done at EMGS panel clinic <i>(kindly refer to International office for the list of EMGS Panel Clinics)</i>

IMPORTANT!

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

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

Student's signature:.....

date:.....