

STUDENT PASS RENEWAL

PROCEDURES

APPLY FOR STUDENT PASS RENEWAL

Email the documents as in box A to international@umk.edu.my **THREE (3)** months before student pass expiry date

1

REMINDER

UMK International won't processed your application if insufficient documents submitted!

Passport validity must be 18 months and above

REMINDER

Student pass won't be processed by EMGS until payment is made & cleared!

2

MAKE THE PAYMENT

UMK International (UMKI) will make the application for student pass renewal and email the invoice to the student. Students need to pay and submit proof of payment to UMKI

TRACK YOUR APPLICATION

Monitor your application progress via EMGS website
<https://visa.educationmalaysia.gov.my/emgs/application/searchForm/>

3

REMINDER

If additional documents required by EMGS / JIM, the process will stop until they received it.

REMINDER

The whole process will take minimum 30 days!

4

NOTIFY UMKI

Notify UMKI when your application has reached 90% so that UMKI can make an appointment with Malaysia Immigration Department (JIM) Kelantan State

PASSPORT SUBMISSION

Submit your passport and payment to UMKI for student pass endorsement as told by UMKI

5

PASSPORT COLLECTION

Congratulations! Your student pass is now renewed. Collect your passport within 7 days from the passport submission date

6

IMPORTANT!

Scan here for Student Pass Application Form



Passport must be submitted in this format



Box A

Documents required for student pass renewal:

1. Completed student pass application form
2. Passport datapage (with validity minimum 18 months)
3. Student pass page
4. Passport page of latest entry to Malaysia
5. Latest Progress Report Approval (for PG by research) / Latest Academic Results (for UG / PG by coursework)
6. Attendance Report (for one of the courses attended) (for UG / PG by coursework)
7. Latest passport size photo
8. Latest student's confirmation letter