



NEW OF DEPENDENT PASS APPLICATION FORM

UPDATED: February 2023
AASC/UPPA/BR005/2021

STUDENT'S DETAILS (PLEASE WRITE IN CAPITAL LETTER)			
Name of student (as shown in passport) :			
Phone Number :		Siswamail/ Email :	
Nationality :		Passport No. :	
Faculty :		Level of Study:	
Name of dependent (as shown in passport) :			
Relationship with student :	<input type="checkbox"/> Spouse <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Daughter <input type="checkbox"/> Son		
Passport Number :		Nationality:	
Documents Checklist			Remarks
1.	Dependent's most recent passport copy (2 copies) a. All pages of passport b. Passport validity is at least 12 months c. In good condition, with at least 5 blank pages <i>The following type of passports are not acceptable: Diplomatic, Official, Refugee, Temporary, Emergency passport</i>	<input type="checkbox"/> <input type="checkbox"/>	Passport expiry date: Latest entry date: Social Pass validity:
2.	Principal (student)'s passport copy (2 copies) a. All pages of passport b. Validity date of student pass must be more than 6 months	<input type="checkbox"/>	Student pass validity:
3.	PROOF OF RELATIONSHIP DOCUMENTS: • PLEASE MAKE ONE COPY FOR EACH ORIGINAL DOCUMENT <u>Applicable only for Principal's Spouse:</u> a. Copy and Original of the marriage certificate b. Copy and Original of the marriage certificate that is translated into English (if it is currently in any other language). Kindly translate it into English by an authorised translation company in Malaysia. c. Copy and Original of relationship letter from the Embassy <u>Additional document for Principal's Children:</u> a. Copy and Original of the birth certificate. b. Copy and Original of the certificate that is translated into English (if it is currently in any other language). Kindly translate it into English by an authorised translation company in Malaysia. c. Copy and Original for children born in Malaysia, copy of birth certificate must be attested by National Registration Department (JPN). d. Copy and Original of relationship letter from the Embassy. e. Copy and Original of the marriage certificate.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	The document for each application must have its own original stamp, signature and date on each page. The copy of marriage and birth certificate (including any pages with any writing / information) must be attested by the Embassy in Malaysia, and the date of the Embassy's stamp must be within 3 months from

	Applicable for Principal's Parents: a. Copy and Original of the marriage certificate b. Copy and Original of the marriage certificate that is translated into English (if it is currently in any other language). Kindly translate it into English by an authorised translation company. c. Copy and Original of the principal's birth certificate d. Copy and Original of the principal's birth certificate that is translated into English (if it is currently in any other language). Kindly translate it into English by an authorised translation company. e. Copy and Original of relationship letter from the Embassy	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	submission, in the current year. To avoid issues, ensure name on the relationship letter is the same as <u>passport MRZ</u> .
4.	TWO (2) COPIES of dependent's latest passport size photo 45mm x 35mm, in colour with white background. Please adhere to passport photo guidelines - https://educationmalaysia.gov.my/how-to-apply/passport-photo-guidelines.html/	<input type="checkbox"/>	
5.	Dependent's valid insurance policy cover note (MUST BE ETIQA INSURANCE ONLY) Insurance coverage period must be stated (following principal's student pass validity or longer and in FULL POLICY . Please refer to ETIQA TAKAFUL OFFICE located at Ground Floor, Block E, Perdanasiswa Complex. Email: etiqaagency.um@gmail.com or Via WhatsApp at 018- 967 7956 .	<input type="checkbox"/>	
6.	TWO (2) COPIES OF STUDENT CONFIRMATION LETTER FROM FACULTY (Letter must state student's current status, signed by the Dean or Deputy Dean) Addressed to: <p style="text-align: center;">KETUA UNIT PAS PELAJAR Pejabat Imigresen Malaysia Wilayah Persekutuan Kuala Lumpur Cawangan EMGS, Menara TA One, No. 22, Jalan P.Ramlee 50250 Kuala Lumpur</p>	<input type="checkbox"/>	
7.	PROOF OF FINANCIAL SUPPORT (STUDENT) A bank statement will not be accepted unless it meets the following criteria: a. Statement with bank letterhead (must be within three months from the date of issuance) b. Contain the name of the account holder (principal/ student) c. Type of the currency of the account (e.g.: MYR) d. Must be an active account that shows latest transactions and balance e. Must have sufficient bank balance amount (minimum RM7,000.00) f. Signed and stamped by a bank official g. 3 months transaction, including latest transaction within 5 days from date of submission	<input type="checkbox"/>	Submit original stamped and signed documents for each application – 1. during application submission 2. Updated statement during passport submission.
8.	Payment Receipt: RM50.00 for Visa Processing Fee. (Not refundable) (payable through UM EPAY at epay.um.edu.my)	<input type="checkbox"/>	Total amount paid:
9.	Proof of payment to EMGS – Application Fee Visa fees - Payable to EMGS Escrow Account 1 Account Number: 514057662341 - MAYBANK	<input type="checkbox"/>	Total amount paid:

IMPORTANT REMINDER!

Student/ Dependent will be requested to apply for the Special Pass to the Immigration Department directly. Student/ Dependent is fully responsible for any overstay.

Bringing your family member together during your first entry to Malaysia using the student VAL is **STRONGLY NOT RECOMMENDED**. You may apply a new Dependent Pass for your immediate family member (Parents, Spouse and Children only) **only after you receive your Student Pass**. Due to the strict document requirements which could cause delay in the application, you may bring your dependents to enter Malaysia **AFTER** you have fulfilled all the document requirements. Any consequences such as overstaying will be on your own responsibility.

NEW APPLICATION FEES	
COUNTRY	FEES (RM)
CHINA	915.00
INDIA	955.00
INDONESIA	885.00
KOREA	915.00
MALDIVES	855.00
SRI LANKA	885.00
SUDAN	880.80
SAUDI ARABIA	889.40
USA	867.00
ZAMBIA	855.00
OTHERS	895.00