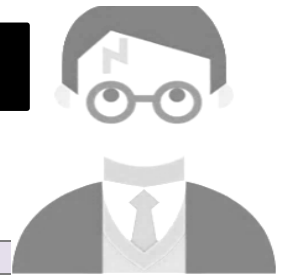




NEW OF DEPENDENT PASS APPLICATION FORM

UPDATED: November 2025
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 Number:	
Faculty:		Level of Study:	
Name of dependent (as shown in passport):			
Relationship with student:	☐ Spouse ☐ Mother ☐ Father ☐ Daughter ☐ 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>	☐ ☐	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	☐	Student pass validity:
3.	PROOF OF RELATIONSHIP DOCUMENTS: • PLEASE MAKE ONE COPY FOR EACH ORIGINAL DOCUMENT Documents application from China must be attested by the Malaysian Embassy in China and Ministry of Foreign Affairs in Malaysia. <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 another language). Kindly translate it into English by an authorised translation company in Malaysia or by the Embassy. 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 or by the Embassy. 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.	☐ ☐ ☐ ☐ ☐ ☐	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 submission, in the current year. To avoid issues, ensure name on the relationship letter is the same as <u>passport MRZ</u>.

	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 or by the Embassy. 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 or by the Embassy. e. Copy and Original of relationship letter from the Embassy.	☐ ☐ ☐ ☐ ☐	
4.	FOUR (4) 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/	☐	
5.	TWO (2) ORIGINAL COPIES OF STUDENT CONFIRMATION LETTER FROM FACULTY (Letter must state student's current status, signed by the Dean or Deputy Dean) Addressed to: KETUA UNIT PAS PELAJAR Pejabat Imigresen Malaysia Wilayah Persekutuan Kuala Lumpur Cawangan EMGS, Menara TA One, No. 22, Jalan P. Ramlee 50250 Kuala Lumpur	☐	
6.	STUDENT UM OFFER LETTER – 2 COPIES		
7.	AN ORIGINAL AND 1 COPY - SCHOOL'S CONFIRMATION LETTER / LETTER OF OATH For the children aged between 7 and 18 years old are required to attend school and to provide the Confirmation Letter from the school OR A LETTER OF OATH from any Commissioner of Oath in Malaysia if the children are not currently attending school (Home Schooling).		
8.	A Payment Receipt: RM50.00 for Visa Processing Fee. (Not refundable) (payable through UM EPAY at epay.um.edu.my)	☐	Total amount paid:
9.	A Proof of Payment to EMGS JOM PAY ONLY – Application Fee  Bill Code: 231183 Ref-1: 20332 Ref-2: 471979 JomPAY online at Internet and Mobile Banking with your Current or Savings account	☐	Total amount paid:

ADDRESS IN MALAYSIA: _____

ADDRESS IN YOUR HOME COUNTRY: _____

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 eVAL 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 (Starting 01.03.2024)	
COUNTRY	FEES (RM)
CHINA SOUTH KOREA	420.00
INDIA	460.00
INDONESIA SRI LANKA	390.00
MALDIVES USA ZAMBIA JAPAN	360.00
SUDAN	385.80
SAUDI ARABIA	394.40
OTHERS	400.00