


TRANSFER ENDORSEMENT APPLICATION FORM (STUDENT & DEPENDENT)

UPDATED: JUNE 2025
AASC/UPPA/BR008/2021

STUDENT'S DETAILS (PLEASE WRITE IN CAPITAL LETTER)			
Name of student/ Dependent (as shown in passport) :			
Phone Number:		Siswamail/ Email :	
Nationality:		Passport Number:	
Faculty:		Level of Study:	
Documents Checklist for Student / Dependent			For office Used
1.	ORIGINAL PASSPORT AND COPY OF NEW AND OLD PASSPORT – (2 COPIES) <ol style="list-style-type: none"> All pages of passport - (New) Copy of Principal Data Page and Visa Page (For dependent application) Detailed page and Visa page of passport only - (Old) - <i>Please ensure your old passport is cancelled from the Embassy. In the event your passport is lost or stolen, a copy of police report is required.</i> In good condition. Acknowledgement Letter from the Embassy for changing the passport in Malaysia. <p><i>The following type of passports are not acceptable: Diplomatic, Official, Refugee, Temporary, Emergency passport</i></p>	<input type="checkbox"/> <input type="checkbox"/>	Passport Expiry Date: Student / Dependent Pass Expiry Date:
2.	REASON FOR TRANSFER ENDORSEMENT <hr/> <p><i>You need to transfer your student pass if the validity of the current pass is more than 30 days.</i></p>		
3.	A 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:
4.	PROOF OF PAYMENT TO EMGS VIA JOM PAY – Application Fee <div style="display: flex; align-items: center;">  <div style="border: 1px solid black; padding: 5px;"> Biller Code: 231183 Ref-1: 20332 Ref-2: 471979 </div> </div> <p>JomPAY online at Internet and Mobile Banking with your Current or Savings account</p>	<input type="checkbox"/>	Total amount paid:

Note:

If you are acquiring a new passport in your Home Country, you will need to transfer your student pass sticker from your old passport to the new passport.

TRANSFER PASS FEES (Starting 01.03.2024)	
COUNTRY	FEE (RM)
CHINA, SOUTH KOREA	30.00
INDONESIA	15.00
USA, JAPAN, SINGAPORE, BRUNEI	Free of Charge
SAUDI ARABIA	17.20
INDIA	50.00
OTHERS	20.00