



## UniKL Institute of Postgraduate Studies (IPS)

*Warmest Greeting from Universiti Kuala Lumpur!*

**Dear future students of UniKL,**

**We at UniKL are looking forward to welcome you to further your studies at UniKL.**

In order to speed up the process of student visa application, kindly follow these steps:

### **SIX EASY STEPS TO GET A STUDENT VISA**

#### **STEP 1: Complete your documents**

You need to complete your documents as listed in the Student Visa Application Checklist before the dateline as stated in the offer letter. Ensure that you have completed all the required documents before proceed to the next step.

#### **STEP 2: Make payment for visa processing fee**

UniKL will apply for your Student Visa on your behalf through Education Malaysia Global Services (EMGS). You will need to pay the visa processing fee and other fees as stated in the offer letter **before the dateline**.

Notes:

- i. Students in Malaysia, please prepare a bank draft pay able to **EMGS ESCROW ACCOUNT 1**.
- ii. Students abroad, please pay by telegraphic transfer to **“Universiti Teknikal Mara Sdn. Bhd.”**  
Bank: **CIMB Bank**, Account no. **14081204891058**. Swift Code: **CIBBMYKL**

Please submit the original proof of payment/Malaysian Bank Draft/Banker’s Cheque together with your application to UniKL.

### STEP 3: Submit your documents

For postgraduate candidate, kindly submit your documents to Institute of Postgraduate Studies.

For undergraduate candidate, kindly submit your documents to Marketing, Student Recruitment & Admission Division

Please note that you need to submit your documents **before the dateline** as stated in the offer letter

### STEP 4: Check your visa application status

You may check the status of your visa application [**after received the reference number from UniKL**] via <http://educationmalaysia.gov.my> and click on the tab below:



### STEP 5: Apply Entry Visa to Malaysia

Upon getting the Visa Approval Letter (VAL) from UniKL, you need to apply the Entry Visa at the Malaysia Representative Office as stated on the VAL.

Students from non-visa required countries can proceed to enter Malaysia by producing the VAL upon arrival.

Students from visa required countries without a Malaysia Representative Office are permitted to enter without a visa BUT students must present the VAL upon entry.

Students from visa required countries with a Malaysia Representative Office must obtain visa prior to their entry into Malaysia. Students must provide the VAL in getting the visa.

### STEP 6: On Arrival in Malaysia

Once you have arrived in Malaysia, please report yourself to Institute of Postgraduate Studies. Please bring along the original Visa Approval Letter (VAL) & Passport **within 5 working days** for processing of a Student's Pass.

For further enquiries, please email to [badrulhishamar@unikl.edu.my](mailto:badrulhishamar@unikl.edu.my) or [marketing@unikl.edu.my](mailto:marketing@unikl.edu.my)