

**EXTENSION OF STUDENT  
 PASS/VISA –  
COURSEWORK/MIXEDMODE**

PLEASE SUBMIT ALL THE DOCUMENTS HARDCOPY/PHYSICAL COPY  
**3 MONTHS BEFORE THE EXPIRY DATE OF YOUR STUDENT PASS**

A. STUDENT'S DETAILS ( <i>Capital Letter</i> )			
1. Full Name:			
2. Email:		6. Academic Status:	Active / Postponed
3. Passport Number:		7. Country:	
4. Level of Study:	<b>Bachelor / Master / PhD</b>	8. Study Mode:	Coursework / Mixed mode
5. School:		9. Malaysian Phone No:	

NO	DOCUMENTS REQUIRED	✓
1	Latest Semester Result (download from <i>campusonline</i> )	
2	Confirmation Letter (download from <i>campusonline</i> )	
3	Attendance Letter ( <i>request from school</i> )	
4	Supporting Letter and study plan if CGPA below 2.00 ( <i>request from school</i> )	
5	Copy of Passport – Detail Page	
6	Copy of Passport – Latest Visa	
7	Copy of Passport – Latest Date of Entry or Malaysia Digital Arrival Card (MDAC) if used auto-gate	
8	Processing Fee – <b>RM221.20</b> Transfer to EMGS Account – EDUCATION MALAYSIA <b>514057662341</b> (MAYBANK) Please <b>submit</b> the receipt/proof of transfer <b>hardcopy</b>	
9	Insurance Certificate: - <b>Option 1.</b> MPI/MSIG/TUNE Insurance You can contact the insurance agent, Mr Jerry to purchase the insurance - 019 470 5586 or,  <b>Option 2.</b> Insurance Coverage from Embassy Please submit the insurance letter from your embassy.	

**IMPORTANT INFORMATIONS**

- The documents mentioned above are subject to change depending on the Immigration Department's procedure and requirement.
- All documents submitted to Visa Office are **NOT REFUNDABLE**
- Documents and passport submission less than 1 month from the expiry date will be subjected to penalty.
- Passport and documents submission **MUST** be submitted by the students themselves to the Visa Office. Submission by any representatives will not be accepted.

<b>DATE DOCUMENT                      SUBMITTED</b>	
<b>STUDENT                      SIGNATURE</b>	

FOR OFFICE USED ONLY	
1.	Passport Validity Date: _____
2.	Pass Validity Date: _____
3.	Entry Date: _____
4.	Max Candidature: _____

Please constantly track your application status at EMGS website:

<https://visa.educationmalaysia.gov.my/emgs/application/searchForm/>



- Any issues with the visa application (status turns yellow), please contact the Visa Office.
- Once the application **reached 90%**, please come and **submit the passport** to Visa Office.
- Please ensure the visa renewal application is completed before the visa expires.
- Failure to do so will be subjected to penalty.