



**UNIVERSITY OF MALAYA
STUDENT EXCHANGE PROGRAMME (UMSEP)**

**Application Form For Inbound Programme
As Non-Graduating Student**

Please attach
a recent
passport-sized
photograph

Please read the form carefully and fill in all sections before submitting it to the **International Student Centre (ISC), Level 1, Block D, Perdanasiswa Complex, University of Malaya** in **two (2)** copies. Application must be accompanied with copies of relevant certificates/transcripts and supporting documents. Omissions and illegible applications will not be processed.

| A. APPLICANT'S PARTICULARS | | | |
|---|-----------------|-----------------|-----------------|
| Full Name (in block letters): | | | |
| Permanent Address: | | | |
| Mailing Address : | | | |
| Date of Birth: | Gender: (M / F) | Nationality: | |
| Tel. No.: | Fax No.: | E-mail Address: | |
| Passport No.: | Date of Issue: | Place of Issue: | Date of Expiry: |
| Person to Contact (in case of emergency): | | | Relationship: |
| Address: | | Tel. No.: | Fax. No.: |

| B. APPLICANT'S ACADEMIC PARTICULARS | |
|--|-----------------|
| Name of Home University: | |
| Address: | |
| Name of Officer to contact: | Designation: |
| Tel./E-mail/Fax: | |
| Current Program of Study: Bachelor/Master/Ph.D (please specify specialization, if any): | Year of Study: |
| Are you a recipient of any scholarships/loans? | Yes / No |
| If yes, name the sponsor: | |
| Does your University have an agreement signed with the University of Malaya? | Yes / No |
| Year signed: | Year renewed: |

| C. COURSES APPLIED | | | |
|--|-------------|--------------|--------------|
| Faculty | Course Code | Course Title | Credit Hours |
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| Research Topic (if applicable): | | | |
| Period of study applied (month/year) From: | | To: | |
| Are you required by your home university to take the examinations for credit transfer. (if yes, attach a support document from your home University) Yes / No | | | |
| Reasons for applying to study at University of Malaya: (please attach with the application form) | | | |

D. AIRPORT PICKUP

Does your group need an airport pickup service when you arrive? **Yes / No**

If your answer is **Yes**, please fill up the details of your flight:

Date of Arrival:

Expected Time of Arrival:

Place to pick up: **KLIA / LCCT / KL SENTRAL**
Others, please specify:

IMPORTANT*

- Kindly take note that airport pickup service is arranged only for group consisting at least **10 or more students**.
- Please email the flight details at least one week before your departure date to:
useinwin@um.edu.my or noor_azam@um.edu.my

E. ON CAMPUS ACCOMMODATION

Do you need accommodation during student exchange programme? **Yes / No**

ACCOMMODATION INFORMATION

- The offer for accommodation comes with basic facilities (Matress, bed, study table, chair, cupboard and fan)
- Common facilities include toilet, bathroom and pantry which provides iron and kettle.

IMPORTANT*

- Accommodation facilities are provided on the basis of student's arrival date, booking period and **NOT** on the preferences of individual student.
- If your answer is **NO**, University of Malaya will not be held liable or responsible for any other accommodation arrangements.
- The accommodation offered is subject to availability. By answering **YES** in this form does not mean that your accommodation is confirmed.

F. INSURANCE MATTERS

Please ensure that you provide proof of insurance from your Home Country which covers the following benefits:

- Death
- Personal Accident
- Repatriation

I certify that I:

- have read, fully understand and accept the conditions in the "Application Information for Admissions as a Non-Graduating Student";
- made true and correct statements in my application, or the application will be invalid and;
- understand and agree that the University of Malaya reserves the right to reject this application, withdraw the offer of admission or terminate my admission as a non-graduating student, if there is any breach of these or any other conditions established by the University.

.....
Signature

.....
Date