



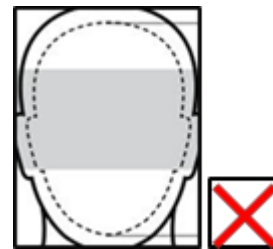
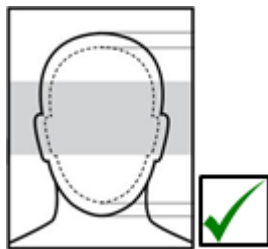
VISA APPROVAL LETTER (VAL) CHECKLIST

No.	Required Document	Document Details	[YES/NO]
1.	Offer Letter	Ensure student name stated in the offer letter as equal to MRZ Format (Please refer Appendix 1) . If the name is not the same, please request a new offer letter via email at visa@usim.edu.my	
2.	Academic Transcript & Graduation Certificate	Upload/Attached the scan copy of 1) original and 2) its translation	
3.	Photo	Upload/Attached soft copy of passport-sized photo (4.5cm x 3.5 cm) with a white background. (Refer Appendix 2)	
4.	Passport	Upload/Attached the following pages: <ul style="list-style-type: none"> - Passport must be more than 18 months validity - Note: For one-off (More than 1 year) Student Pass applications, the recommended validity is 12 months longer than the duration of study. - the Front Page (Personal Information) - All pages that has been used. - Student from Libya, Iran, Iraq, Somalia, Sudan, Syria and Yemen are required provide ALL pages including the blank ones. - Each single sided A4 page MUST contains two passport pages. (Refer Appendix 3) 	
5.	Proof of Payment	<p>1. Official receipt of Visa Fees paid to EMGS:</p> <ul style="list-style-type: none"> - RM1809.00 <p>Payment must be made to: EDUCATION MALAYSIA GLOBAL SERVICES (EMGS) Account Number: 514057662341 Swift Code: MBBEMYKLXXX Bank: MALAYAN BANKING BERHAD (MAYBANK) Bank Address: Ground & Mezzanine Floor, Bangunan UTM SPACE, 195A, Jalan Tun Razak, 50450 Kuala Lumpur</p> <p>2. Official receipt of Administrative Fee + Student Pass paid to USIM</p> <ul style="list-style-type: none"> - RM120.00 - RM130.00 (China Only) - <p>Payment must be made to: UNIVERSITI SAINS ISLAM MALAYSIA Bank: Bank Islam Malaysia Berhad USIM A/C No: 05058010008884 Branch Code: 4005058 Swift Code: BIMBMYKL Branch Address: Ground Floor, PT7183 & PT7184, Jalan BBN 1/2E, Bandar Baru Nilai, 71800 Nilai, Negeri Sembilan Malaysia.</p>	

*Student is **STRICTLY NOT** allowed staying in Malaysia while the VAL application is in progress.

Passport Photo Guidelines

1. Please find below the photo guidelines for submitting a passport photo to EMGS. Kindly note that this is important since the same picture will be used on the Immigration System as well as printed on the iKad.
2. Student will be requested to adhere to the guidelines below to avoid any delay in processing as well as avoiding any untoward issues with law enforcement officials checking the iKad.
3. Guidelines of passport photo to be followed:
 - Must be in colour and identical, not black and white
 - Must be taken against a **WHITE** background
 - Your photos must be **professionally printed** and **45 millimeters (mm) high x 35mm wide**. **Please do not use photos that have been cut down from larger pictures**. In the examples below, the **one on the left shows the correct proportions**. The image on the right shows incorrect proportions.



- Please ensure that there is **no white border** surrounding the photo as this may affect the dimension of the image. In the examples below, the **one on the left does follow the specification**. The image on the right does not follow the specification.



4. Free from reflection or glare on spectacles, the frames of which must not cover the eyes. **We recommend photographs without spectacles to avoid the risk of rejection because of glare or reflection.**
5. Because clothing is visible in the passport photo, subjects should be careful to wear something modest. A conservative top is best. **Do not wear something with open shoulders (such as a tank top).**
6. Free from shadows.
7. Digital enhancements or changes are not acceptable.
8. Taken with the eyes open and clearly visible (with no sunglasses or tinted spectacles, and no hair across the eyes) - if possible.
9. With the subject facing forward, looking straight at the camera.
10. With a neutral expression with the mouth closed (no grinning, frowning or raised eyebrows).
11. Of each person on their own (no objects such as dummies or toys, or other people visible).
12. Taken with nothing covering the face.
13. In sharp focus and clear.
14. Free from "red-eye".
15. Taken of the full head, without any covering unless worn for religious or medical reasons.
16. Make sure the facial features are clearly visible, from the bottom of the chin to the crown of the head.
17. Printed professionally or taken in a passport photo booth. Photos printed at home are unlikely to be of an acceptable standard.
18. Have the person's full name on the back of each photograph (when submitted manually).

Sample of each single sided A4 page must contains two passport pages





STUDENT PASS (NEW) FEES BY COUNTRY

1. Rates are subject to change.
2. All charges above are inclusive of EMGS Processing Fee, Insurance, i-Card, Pass/Sticker (Indonesian Only), e-VAL and SST (Sale Services Tax).
3. Students **MUST** ensure that their Special Pass (from KLIA) is valid for at least 20 days when they register in USIM. This is to give sufficient time for Medical Check-up in USIM and for the application of the Student Pass (also known Multiple Entry Visa).
4. Insufficient time to process the Student Pass may require students to apply for a Special Pass (which is an extension of the first Special Pass from KLIA). A charge of RM100 will be imposed for the Special Pass.