

## **GUIDELINE FOR ADMISSION OF INTERNATIONAL STUDENTS DURING AND POST MOVEMENT CONTROL ORDER UNIVERSITI KEBANGSAAN MALAYSIA**

### **1. INTRODUCTION**

This guideline outlines the entry / re-entry process for UKM international students who are abroad and wish to enter Malaysia to continue their study, in line with the press statement given by the Minister of High Education (MOHE) dated 8<sup>th</sup> July 2020 and the letter from Secretary-General of MOHE dated 16<sup>th</sup> July 2020 regarding the entry of international student to the campus in stages.

### **2. BACKGROUND**

- 2.1 Referring to the press statement given by MOHE dated 8<sup>th</sup> July 2020 and the letter from the Secretary-General of MOHE dated 16<sup>th</sup> July 2020, international students are allowed to enter Malaysia in stages starting July 2020.
- 2.2 In line with the statement, UKM international students are allowed to return to the campus in stages starting **3<sup>rd</sup> August 2020**.

### **3. STUDENT PASS AND PERMISSION TO ENTER MALAYSIA**

#### **3.1 Returning International Student**

- 3.1.1 International students who are abroad and wish to return to Malaysia, must have:
  - a) a valid student pass; or
  - b) For students, whose student-pass has expired during the Movement Control Order (MCO) beginning 1<sup>st</sup> of February 2020, they must contact the Malaysian embassy in their respective country, (subjected to the requirements) for a social visit pass; or
  - c) For students, whose student-pass has expired before 1<sup>st</sup> February 2020 or their student-pass has been stamped "Final", the students will have to re-apply for a Visa Approval Letter (eVAL) as is the case for the application by new students.

- 3.1.2 Students who have gained the permission to enter Malaysia will have to abide to the **admission procedure** as stated in Annex 1.

### 3.2 New International Students

All new students are required to follow the procedures as below:

- 3.2.1 Students are required to apply for a Visa Approval Letter (eVAL) before they can register as a student. The application for eVAL must be done through email to [val@ukm.edu.my](mailto:val@ukm.edu.my) / [hesapkp@ukm.edu.my](mailto:hesapkp@ukm.edu.my). The students have to pay the application fee of the eVAL to *Education Malaysia Global Services* (EMGS) in order to process and obtain the approval from the Malaysian Immigration Department (JIM).
- 3.2.2 During the MCO of COVID-19 MCO, EMGS will issue an Approval Letter before the eVAL approval from JIM. The EMGS Approval Letter is a temporary approval for the university to allow the students to register and to attend lectures online. This approval is NOT a replacement of an eVAL issued by JIM.
- 3.2.3 In the event the eVAL application is rejected by JIM, the UKM offer letter will be deemed void and the students' registration will automatically be terminated.
- 3.2.4 After obtaining approval of eVAL and obtaining the permission to enter Malaysia, the students will have to abide with the **admission procedure** as stated in Annex 1.
- 3.2.5 For international students who are currently in Malaysia, the students are required to obtain an eVAL, undergo medical screening and physically register at UKM to process for a student pass. The registration processes are as follow:
- a) Pass and Visa Management Division, Centre for Academic Management, Level 7, Pusanika Building, Universiti Kebangsaan Malaysia for those with offer letter from the Centre for Academic Management; or
  - b) Centre of Educational Extension, Level G, Wawasan Building, Universiti Kebangsaan Malaysia for those with offer letter from the Centre of Educational Extension.

## 4. ADMISSION PROCEDURE

Students who are abroad and have gained permission to enter Malaysia will have to abide with the admission procedure as stated in Annex 1.

## 5. FINANCIAL IMPLICATIONS

- 3.1 All cost incurred during this process will be borne by the students which include the cost of COVID-19 Identification Screening Test, the cost of self-quarantine (included daily meals) and the cost of transportation.
- 3.2 The estimated cost that will be borne by the student is between RM2,400.00 to RM 2,700.00. The breakdown of the cost as below:

**a) COVID-19 Identification Screening Test:**

Types of test	Fees
PCR	RM 250.00
RTK Antigen	RM 120.00
RTK Antibody	RM 60.00

**b) Others charges:**

Cost	Maximum Charges
Quarantine cost at Quarantine Station for 14 days	RM 150.00 / day (Total : RM 2,100.00)
Transportation Fee from Quarantine Station to UKM	RM 100.00 / student

## 6. IMPLEMENTATION OF GUIDELINE

- a) This guideline will be effective from **3<sup>rd</sup> August 2020** until further notice. The guideline is specially created as a preventive measure during the COVID-19 pandemic.
- b) This guideline is subjected to changes made by the Government of Malaysia and UKM.

Deputy of Vice Chancellor (Academic and International)  
28<sup>nd</sup> July 2020

**ADMISSION PROCEDURE  
FOR INTERNATIONAL STUDENTS  
UNIVERSITI KEBANGSAAN MALAYSIA**

**PRE- ARRIVAL**

1. The students have to contact UKM via email to [val@ukm.edu.my](mailto:val@ukm.edu.my)/[hesapkp@ukm.edu.my](mailto:hesapkp@ukm.edu.my) to confirm the date of travelling to Malaysia
2. The students must complete and sign the *Letter of Undertaking and Indemnity* (LoU) via any of the link as listed:
  - a. Ministry of Foreign Affairs : [www.kln.gov.my](http://www.kln.gov.my)
  - b. National Disaster Management Agency : [www.nadma.gov.my](http://www.nadma.gov.my)
  - c. Immigration Department of Malaysia : [www.imi.gov.my](http://www.imi.gov.my)
  - d. Ministry of Health Malaysia : [www.moh.gov.my](http://www.moh.gov.my)
  - e. Ministry of Transport Malaysia : [www.mot.gov.my](http://www.mot.gov.my)
  - f. Ministry of Tourism, Arts & Culture : [www.motac.gov.my](http://www.motac.gov.my)
3. The students need to submit the Travel Authorisation Form via *Education Malaysia Global Services* (EMGS) system <https://visa.educationmalaysia.gov.my/>. Students must get a Travel Authorisation Approval Letter from the Director General of Malaysian Immigration Department (JIM) before making travelling arrangement to Malaysia.
4. The students need to obtain Notice of Travelling from the embassy of Malaysia. The application for the Notice of Travelling can be sent via email with all the related documents and a completed LoU. The embassy link can be found at <https://www.kln.gov.my/web/guest/malaysian-mission>.
5. It is compulsory for the students to download and print the Travel Authorisation Approval Letter, Notice of Travelling and other requirements to be presented during the check in of flight/ other public transportations. Fail of showing all these documents will cause the student not be allowed to board plane or other public transportations.
6. The students are compulsory to download the MySejahtera application on their smartphone and to complete all information in the application.
7. COVID-19 identification screening test is not compulsory before departure, however, it must abide with the airline requirements.
8. For returning students, be advised to confirmed with UKM regarding the medical insurance coverage period in the event to be warded to hospital for further examination on COVID-19. The students can send enquiry email to the Welfare Unit, Student Affair Centre via [mzaili@ukm.edu.my](mailto:mzaili@ukm.edu.my).

## **DURING ARRIVAL**

1. The students will undergo a COVID-19 screening by the Ministry of Health (MOH) upon arrival at the entry point. Prior to the screening, the students who:
  - a. Exhibiting COVID-19 symptoms, will be referred to the hospital for further checking;
  - b. Non-exhibiting COVID-19 symptoms, can proceed to the JIM counter for document checked and Immigration entry procedure.
2. In the event of referring to the hospital for further check up, the students are subjected to medical insurance coverage. If not applicable, the treatment costs will be borne by the students.
3. At the JIM counter, student must present Travel Authorisation Approval Letter, Notice of Travelling and other requirements before been sent to the Quarantine Station.
4. The students must present the LoU before been transported to the Quarantine Station that will be arranged by the National Disaster Management Agency (NADMA) for a quarantine period of 14 days. NADMA will arrange the transportation to the Quarantine Stations.

## **DURING THE QUARANTINE PERIOD**

1. The students will have to go through the normal check in and adhere to registration procedures by the Quarantine Station under the supervision the National Civil Defense Force (APM).
2. The students must submit the original copy of LoU to the Quarantine Station management. A deposit or/and full payment will be made to the hotel management before the students can check in to the designated rooms.
3. The students will have to undergo the COVID-19 Identification Screening Test (1<sup>st</sup>) during arrival at the Quarantine Station. The second test will be made on the 13<sup>th</sup> day of quarantine period. The type of test will be determined by MOH.
4. During the quarantine period, the students compulsory in their room at all time and meals will be provided 3 times per day.
5. The students will need to make daily self-assessment in their room as per instructed and inform the Quarantine Station staff if they exhibit any COVID-19 symptoms.

## **AFTER QUARANTINE PERIOD**

1. After the quarantine period, UKM will arrange transportation to pick up the students from the Quarantine Station to UKM.
2. All financial implication throughout the process of international students entering Malaysia are to borne fully by the students including but not limited to cost associated to COVID-19 identification screening test, quarantine cost and other related costs.
3. Students must settle the outstanding payment to the Quarantine Station Management before being released and check out from the Quarantine Station. Regarding the transportation fee returning to the campus from Quarantine Station, it will be charged into UKM students' account and to be paid to UKM. The payment method is subjected to change from time to time by NADMA and MOHE.
4. For returning students, the students are allowed to continue their studies and proceed for student pass application as of student passes' status quo procedures.
5. For new students:
  - a. Required to attend to UKM Health Centre for post arrival medical check up and the cost will be borne by the students. If the medical result does not allow the student to continue studies, UKM offer letter will be revoked and the students will have to be terminated from their studies.
  - b. Attend to visa unit for submission of passport for student pass and note that the issuance of student pass is based on the JIM's discretion.
  - c. The students can continue their studies while waiting for the student pass.
  - d. For students who wished to stay on campus, kindly contact with Student Housing Centre at 03-8921 4367/ 3756/ 3796/ 3799 or email to [pghperumahan@ukm.edu.my](mailto:pghperumahan@ukm.edu.my).

*Disclaimer:*

*If there is any contradict statement arising between the two guidelines, then guideline in Malay shall be referred.*