



SENARAI SEMAK / CHECKLIST

PERMOHONAN LANJUTAN PAS PELAJAR APPLICATION FOR STUDENT PASS RENEWAL

No	TYPE OF DOCUMENT	No of Copy
1	Borang Permohonan Pass (UKM-SPKP-PHA-PK03-B002) (Sila Muat Turun borang di laman sesawang - http://www.ukm.my/akademik/international-student-visa/Renewal Pass Application Form (UKM-SPKP-PHA-PK03-B002)) (Please Download this form at website - http://www.ukm.my/akademik/international-student-visa/)	1
2	UKM-SPKP-PHA-PK03-L01 Surat Pengesahan Pelajar (Sila Muat Turun di laman sesawang - http://www.ukm.my/akademik/international-student-visa/UKM-SPKP-PHA-PK03-L01 Student Acknowledgement Letter) (Please Download this form at website - http://www.ukm.my/akademik/international-student-visa/)	1
3	Surat daripada Embassy (jika pelajar memohon visa pelajar menggunakan pasport baru) Letter from Embassy (if the student apply student visa using the new pasport)	3
4	Resit Pembayaran Pengajian ATAU Penyata Akaun daripada Bendahari UKM (semester terkini atau Surat Jaminan) <i>Tuition Fees Receipt of Payment OR Account Statement from UKM Bursary</i> (Current semester or Guarantee Letter)	3
5	Surat Tawaran UKM dan Surat Akuan Pelajar <i>Offer Letter from UKM and Confirmation Letter</i>	3
6	Keputusan Peperiksaan Terkini <i>Progress Report / Latest Exam Results</i>	3
7	Surat Tambah Masa daripada Akademik (jika tempoh pengajian melebihi tempoh yang ditetapkan) Extension Letter from Academic (if the duration of study exceeds the stipulated period)	3
8	Salinan pasport pelajar (setiap muka surat) (jika cop masuk ke Malaysia tiada di dalam pasport baru, sila buat salinan pasport lama) <i>Copy of student passport (Whole pages)</i> (if the latest exit stamp to Malaysia is not in the new pasport, please make copy of your old pasport)	3
9	Gambar berukuran Pasport (Latar belakang putih dan tiada ekspresi muka) Passport Size Photo (White Backgroud with no face expression)	2

Please submit all the documents to:

International Student Service Division, Centre of Academic Management (UKM)
Universiti Kebangsaan Malaysia Level 7 Pusanika Building
Tel. No. : +603-8921 4927 | Email : isc@ukm.edu.my