

# **ADMISSION REQUIREMENTS FOR MALAYSIAN PERMANENT RESIDENT AND INTERNATIONAL STUDENTS FOR UNDERGRADUATE PROGRAMMES**

## **GENERAL REQUIREMENTS:**

The general academic requirements for admission into undergraduate degree programmes of UKM are as follows:

- Senior High School / Senior Secondary School / Other Certificates from the government school (with the period of at least 12 years of study from Primary to Higher Secondary) and acquire an average score of at least 80% and pass at least 80% in relevant subjects accordance with program requirements; OR
- High School Certificate e.g. GCE A Level, SMU & UAN (Indonesia), Matayon Suksa 6 (Thailand), International Bacculaureate and any others examination obtained at one sitting;
- For Indonesian, the applicants should acquire at least Grade 8.0 or Grade 8.5 for Upper Secondary Final (Akhir Menengah Atas) result in relevant subjects accordance with program requirements;
- Applicant from countries which require to pass the university entrance examination have to submit the result of this examination together with application form; OR
- Passes STPM / Diploma in relevant subjects or other certificate that is recognized by the Senate of the University and Malaysian Government as equivalent to the above ; AND

## **For International Students;**

- Pass the Test of English as a Foreign Language (TOEFL) at least 500; OR
- Pass the International English Language Testing System (IELTS) at least 5.0; AND
- For graduation purposes, international students SHOULD PASS Malaysian University English Test (MUET) before graduation in accordance with program requirements.

## **For Malaysia Permanent Resident;**

- Pass the Malaysian University English Test (MUET) at least Band 1.

## **Other Requirements:**

- If deemed necessary, applicant may also be required to attend an interview and/or take an entrance test conducted by certain faculties.

## **Language Requirements:**

English and Bahasa Malaysia (Malay Language) are the two primary languages used for instruction in the University, depending on the specific programme of study.

**Reminders:**

- Applicant should note that there are normally more applications than places available at the University. The fulfilment of the minimum entrance requirements alone does not guarantee admission into the University.

**PROGRAMMES**

**Programmes offered in Bahasa Malaysia (Malay Language)**

FACULTY	PROGRAMMES	DURATION
Social Sciences and Humanities	<ul style="list-style-type: none"> <li>• Political Sciences</li> <li>• Antropology dan Sociology</li> <li>• Psychology</li> <li>• Malay Letters</li> <li>• Geography</li> <li>• Development Science</li> <li>• Social Work</li> <li>• History</li> <li>• Media Communications</li> <li>• English Language Studies</li> <li>• Linguistics</li> <li>• Malay Language</li> </ul>	3 years 3 years 3 years 3 years 3 years 3 years 3 years 3 years 3 years 3 years 3 years 3 years
Information Science and Technology	<ul style="list-style-type: none"> <li>• Computer Science</li> <li>• Industrial Computing</li> <li>• Science and Systems Management</li> <li>• Multimedia Studies</li> </ul>	3 years 3 years 3 years 3 years
Economics and Management	<ul style="list-style-type: none"> <li>• Economics</li> <li>• Business Administration</li> <li>• Accounting</li> </ul>	3 years 3 years 4 years
Islamic Studies	<ul style="list-style-type: none"> <li>• Theology and Philosophy</li> <li>• Syariah</li> <li>• Arabic Studies and Islamic Civilization</li> <li>• Islamic Missionary and Leadership Studies</li> <li>• Al-Quran and Tradition Studies</li> </ul>	3 years 3 years 3 years 3 years 3 years

Engineering and Built Environment	<ul style="list-style-type: none"> <li>• Science Architecture</li> <li>• Architecture</li> <li>• Civil and Structural Engineering</li> <li>• Electrical and Electronic Engineering</li> <li>• Chemical Engineering</li> <li>• Microelectrical Engineering</li> <li>• Civil and Environment Engineering</li> <li>• Mechanical Engineering</li> <li>• Biochemical Engineering</li> <li>• Manufacturing Engineering</li> <li>• Communications and Computer Engineering</li> </ul>	<p>3 years</p> <p>2 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p>
Law	<ul style="list-style-type: none"> <li>• Law</li> </ul>	4 years
Medicine	<ul style="list-style-type: none"> <li>• Nursing</li> </ul>	3-4 years
Health Sciences	<ul style="list-style-type: none"> <li>• Biomedical Science</li> <li>• Optometry</li> <li>• Audiology</li> <li>• Speech Science</li> <li>• Environmental Health</li> </ul>	<p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p> <p>4 years</p>
Science and Technology	<ul style="list-style-type: none"> <li>• Marine Science</li> <li>• Biology</li> <li>• Mathematics</li> <li>• Statistics</li> <li>• Environmental Science</li> <li>• Physics</li> <li>• Chemistry</li> <li>• Geology</li> <li>• Nuclear Science</li> <li>• Material Science</li> <li>• Oleochemistry</li> <li>• Microbiology</li> <li>• Zoology</li> </ul>	<p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p> <p>3 years</p>
Education	<ul style="list-style-type: none"> <li>• Sports and Recreations</li> <li>• TESL</li> <li>• Special Education</li> </ul>	<p>4 years</p> <p>4 years</p> <p>4 years</p>

**Programmes in English Medium**

FACULTY	PROGRAMMES	DURATION
Information Science and Technology	<ul style="list-style-type: none"> <li>• Computer Science (BSC)</li> <li>• Information Technology (BIT)</li> <li>• Information Technology (BIT)</li> <li>• Software Engineering (BSE) (Information Systems Development)</li> </ul>	4 month Foundation Programme + 4 years
Economics and Management (BBA)	<ul style="list-style-type: none"> <li>• Business Administration (BBA)</li> </ul>	4 month Foundation Programme + 3 years

### Academic Session:

- Semester 1 : September – January
- Semester 2 : February – July
- Semester 3 : July – August (optional)

### FEES

#### Study Fees

The rates shown apply for Malaysian Permanent Resident and International students		
Faculty	Programme offered in Bahasa Malaysia (Malay Language)	Programme offered in English
	Fees Rate per semester (RM)	Fees Rate for whole year (RM)
Faculty of Health And Sciences	5600	Not offered
Faculty of Economics And Management		
<ul style="list-style-type: none"> <li>• Bachelor of Business Administration with Honours</li> </ul>	2600	50,000
<ul style="list-style-type: none"> <li>• Bachelor of Accounting with Honours</li> </ul>	2600	Not offered
<ul style="list-style-type: none"> <li>• Bachelor of Economics with Honours</li> </ul>	2600	Not offered
Faculty of Education	2200	Not offered

Faculty of Engineering And Built Environment	6900	Not offered
Faculty of Islamic Studies	3200	Not offered
Faculty of Information Science And Technology	4600	54,000
Faculty of Law	3600	Not offered
<b>Faculty of Medicine</b> • Nursing	5600	Not offered
Faculty of Social Sciences And Humanities	4000	Not offered
Faculty of Science And Technology	4000	Not offered

\*\*Above rate is subject to change

\*\*Above table are only for study fees

### Registration Fees [ For Programme in Bahasa Malaysia (Malay Language) ]

A	UNIVERSITY	RATE (RM)	FREQUENCY OF PAYMENT
1.	Registration and Graduation	170.00	Once only
2.	Services	380.00	Once only
3.	Caution Money	50.00	Once only
4.	Medical	50.00	Every Semester
5.	Welfare and Insurance	165.00	Every Semester
6.	Library	50.00	Every Semester
7.	College Development Fund	50.00	Once only
<b>TOTAL</b>		<b>915.00</b>	

B	DEPARTMENT OF STUDENT SERVICES	RATE (RM)	FREQUENCY OF PAYMENT
1.	Orientation Week	390.00	Once only
2.	PMUKM Activities	10.00	Every Semester
<b>TOTAL</b>		<b>400.00</b>	

C	FACULTY / CENTRE	RATE (RM)	FREQUENCY OF PAYMENT
1.	Faculty / Centre	20.00	Once only
<b>TOTAL</b>		<b>20.00</b>	

D	COLLEGE	RATE (RM)	FREQUENCY OF PAYMENT
1.	Accommodation Fees*	600.00	Every Semester
2.	Student Activities	100.00	Every Semester
3.	Facilities Fees	45.00	Every Semester
4.	Electrical Fees	25.00	Every Semester
<b>TOTAL</b>		<b>770.00</b>	

<b>TOTAL A + B + C + D</b>	<b>2,105.00</b>	
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University reserves the right, without notice to review the fees from time to time.  
 Accommodation Fees is subject to actual days of stay and types of college occupied.

**Registration Fees (For Programme in English Medium)**

- Registration fees are not charge to students who takes *Programme in English Medium*. Fees are package of RM50,000.00 (BBA) and RM 54,000 (BSC, BIT, BSE) for the whole year of study.
- Students must pay fees every year. Students not receiving financial assistance from any organization must present the receipt of payment before they are allowed to register. Students may be barred from sitting in the semester examinations until the fees are settled;
- The University has the right to revise the fees without notification to applicant;

**HOW TO APPLY**

**Programmes offered in Bahasa Malaysia (Malay Language):**

The application form will be issued in UKM’s website:  
<http://www.ukm.my> or click here to download the form.

Applications are to be made using prescribed forms from the Academic Management Division. All academic records and other supporting documents must be certified true copies.

**Programmes offered in English**

The application form will be issued in PKP’s website:  
<http://www.ukm.my/pkp/application-form>

Applications are to be made using prescribed forms from Pusat Kembangan Pendidikan (PKP). All academic records and other supporting documents must be certified true copies.

The closing date for the undergraduate intakes are as follows:

Intakes	Closing Dates for MPR and International Students Application
September	30 <sup>th</sup> . June

*MPR = Malaysian Permanent Resident*

A complete application should consist of the following items:

1. A complete, signed application form

2. A certified true copy of transcript/mark sheets
3. Evidence of English proficiency (TOEFL or IELTS preferred, if any)
4. Evidence of Malaysian University English Test (MUET) proficiency, if any
5. Non-refundable application processing fee of US 30.00 in a form of a bank draft payable to Bendahari, Universiti Kebangsaan Malaysia (applicable to applicant residing outside Malaysia) OR RM 100.00 in a form of either a Malaysian money order or a postal order, payable to Bendahari, Universiti Kebangsaan Malaysia (applicable to applicant residing in Malaysia)
6. Certified copies of Sijil Pelajaran Tinggi Malaysia (STPM)/Higher School Certificate (HSC)/GCE 'A' Level or any other equivalent certificates
7. Certified copies of Sijil Pelajaran Malaysia (SPM)/GCE 'O' Level or any other equivalent certificates
8. School Leaving Certificate/References
9. A copy of international passport with at least 2 years validity (For International Applicant only)
10. A copy of University Entrance Exam (compulsory for countries which require to pass the Entrance Exam for entry into the University in their respective countries)
11. Any other relevant documents.
12. The application should be sent to the following address:

**Deputy Registrar**

Academic Management Section Universiti  
Kebangsaan Malaysia 43600, UKM Bangi,  
Selangor MALAYSIA

**EXPENSES**

- Student is required to have sufficient funds to cover expenses for one full year before attempting to enter the University in addition to the above-mentioned tuition and other fees;
- Students should budget approximately USD200.00 per month for food, clothing, books, and incidental expenses;
- Sufficient funds should also be allocated for necessary travel to and from the University and the students' place of residence.

**Visa, Student Pass and Registration**

Visas are issued promptly by the Malaysian Immigration Department. Prospective student is required to submit the application form together with:

- 4 photos (passport size)
- A photocopy of the Letter of Offer
- 2 copies of passport, all pages including blankpage

## Visa

Please check with the nearest Malaysian immigration or diplomatic mission for visa requirements. Your passport must be valid for at least 6 months upon arrival.

## Student Pass

1. Student who has received the offer letter from Universiti Kebangsaan Malaysia and will register on the appointed date, is advised to complete and forwards the IMM PPP 2001 form to:

Deputy Director  
Centre For Academic Management Universiti  
Kebangsaan Malaysia 43600, UKM Bangi,  
Selangor Malaysia  
**(Attn: Mdm . Nurul Safaniza binti Che Ani)**

Telephone No : 603 89118466  
Fax No : 603 89250662

2. It is compulsory for student who has made confirmation to enter Malaysia for registration purpose to forward these following items to the above address as to enable them to enter Malaysia after obtaining their Student Pass.
  - One (1) copy of offer letter from Universiti Kebangsaan Malaysia.
  - Two (2) pieces of passport size photographs.
  - Two (2) copies of all stamp pages copies of passport..
  - Release letter/ transcript from previous College/ University (*ex-students from University/ College in Malaysia*).
  - Termination letter from previous employers (for employment pass holder).
3. A student is compulsory to apply for the 'VISA TO ENTER' from the Embassy/ Consulate/ High Commission of Malaysia in their respective countries.
4. Example: A student from Indonesia can apply visas from the Embassy/ the Consulate of Malaysia in Jakarta/ Pontianak/ Pekan Baru/ Medan/ Bali.

Inability to follow the steps and entering Malaysia using the Social Visit Pass will cause student to be imposed a RM500.00 processing fee for the 'JOURNEY PERFORMED VISA' by the Malaysian Immigration Department. The enforcement of this new regulation starts on the 16th January 2001.

5. Fees regarding Students Pass are as follows:

- |  |                                    |
|--|------------------------------------|
| • Student Pass   | <b>RM60.00 per year</b>            |
| • Multiple Entry Visa<br>( <i>depends on the country of origin</i> ) | <b>RM12.90 – RM100.00 per year</b> |
| • Journey Performed Visa Processes                                   | <b>RM500.00</b>                    |
| • Special Pass   | <b>RM100.00</b>                    |
| • Duty Stamps  | <b>RM10.00</b>                     |
| • <b>Processing Fees</b>   | <b>RM1000.00</b>                   |



## HEALTH REGULATIONS

Students arriving from Yellow Fever Endemic Zone and other effected areas are required to present International Health Certificates showing vaccination. A medical checkup report is required prior to the registration in UKM. Students with critical ailments such as heart and kidney complications, cancer, HIV/AIDS, hepatitis and drug addiction are not allowed to register. Students are advised to acquire health insurance for themselves and their dependents.

### Health Requirement

#### CONTAGIOUS DISEASES

NO	TYPES OF DISEASES/PROBLEMS	EXAMPLE	ACTION TAKEN IF DIAGNOSED	
			STARTING OF STUDY	DURING STUDY
1	<ul style="list-style-type: none"> <li>Contagious</li> <li>Slim chance of recovery within a long period</li> <li>High-cost treatment</li> </ul>	<ul style="list-style-type: none"> <li>HIV/AIDS</li> <li>Hepatitis B</li> <li>Hepatitis C</li> </ul>	<ul style="list-style-type: none"> <li>Not accepted to register as a student.</li> </ul>	Allowed to continue study if:- <ul style="list-style-type: none"> <li>Student agree to pay related treatment cost.</li> <li>Permitted to continue studies only in the current programme offered</li> <li>Allowed to defer study not less than 2 semester (if necessary)</li> </ul>
2	<ul style="list-style-type: none"> <li>Contagious</li> <li>Expected to recover with treatment within a certain period</li> </ul>	<ul style="list-style-type: none"> <li>Tuberculosis</li> </ul>	<ul style="list-style-type: none"> <li>Defer registration until completed treatment (not more than 2 semesters)</li> <li>Need verification from attending doctor</li> </ul>	<ul style="list-style-type: none"> <li>Allowed to continue study</li> <li>If necessary, allowed to defer study for not more than 2 semester</li> </ul>
3	<ul style="list-style-type: none"> <li>Contagious</li> <li>Expected to recover with treatment within a short period</li> </ul>	<ul style="list-style-type: none"> <li>Malaria</li> <li>Typhoid</li> <li>Syphilis (VDRL)</li> </ul>	<ul style="list-style-type: none"> <li>Accepted to register</li> <li>Must undergo--- treatment</li> <li>Supported by health scheme</li> </ul>	<ul style="list-style-type: none"> <li>Allowed to continue study</li> <li>Allowed to take leave for not more than 2 weeks (if necessary)</li> <li>Treatment paid by health scheme</li> </ul>
4	<ul style="list-style-type: none"> <li>Contagious disease declared as a plague by Ministry of</li> </ul>	<ul style="list-style-type: none"> <li>Japanese encephalitis</li> <li>SARS</li> </ul>	<ul style="list-style-type: none"> <li>Not accepted to register as a student</li> </ul>	<ul style="list-style-type: none"> <li>Depends on the policy and latest circular by Malaysian Government and WHO</li> </ul>

	Health, Malaysia	• Avian flu		
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### CHRONIC DISEASE (NON--INFECTIOUS)

1	<ul style="list-style-type: none"> <li>• Attacks harmful to student and others</li> <li>• Repeated attacks affect student's study</li> </ul>	<ul style="list-style-type: none"> <li>• Epilepsy</li> <li>• Schizophrenia</li> </ul>	<ul style="list-style-type: none"> <li>• Needs report from attending specialist</li> <li>• Allowed to register if:- <ul style="list-style-type: none"> <li>➢ No symptoms for more than 12 months; and</li> <li>➢ No longer in need of treatment; or</li> <li>➢ In treatment of less than RM100 per month; or</li> <li>➢ In treatment of more than RM100 per month but agree to bear cost of treatment</li> </ul> </li> </ul>	<p>Continue studying if:-</p> <ul style="list-style-type: none"> <li>• Symptoms does not affect study and</li> <li>• Cost of treatment less than RM100/month; or</li> <li>• Cost of treatment more than RM100/month but agreed to pay the cost of treatment</li> <li>• Allowed to continue in the current programme offered only.</li> </ul>
2	<ul style="list-style-type: none"> <li>• Expected to occur continuously for a long period</li> <li>• Obvious and serious symptoms</li> <li>• Continuous treatment</li> </ul>	<ul style="list-style-type: none"> <li>• Dialysis</li> <li>• Cancer</li> </ul>	<ul style="list-style-type: none"> <li>• Not allowed to register</li> </ul>	<p>Continue studying if:-</p> <ul style="list-style-type: none"> <li>• Symptom does not affect study; and</li> <li>• Student agree to bear the cost of treatment</li> </ul>
3	<ul style="list-style-type: none"> <li>• Addiction that is prohibited in AUKU or Malaysian Law</li> </ul>	<ul style="list-style-type: none"> <li>• Drugs</li> </ul>	<p>Not accepted to register</p>	<ul style="list-style-type: none"> <li>• Dismiss from study</li> </ul>
4	<ul style="list-style-type: none"> <li>• Needs continuous medication</li> <li>• No serious symptoms</li> <li>• Treatment does not affects study</li> </ul>	<ul style="list-style-type: none"> <li>• Hypertension</li> <li>• Diabetes Mellitus</li> </ul>	<p>Accepted if:-</p> <ul style="list-style-type: none"> <li>• Treatment does not affect study</li> <li>• Cost of treatment less than RM100/month; or</li> <li>• Cost of treatment more than RM100/month but agree to bear the cost.</li> </ul>	<p>Continue studying if:-</p> <ul style="list-style-type: none"> <li>• Treatment does not affect study; and</li> <li>• Cost of treatment less than RM100/month; or</li> <li>• Cost of treatment more than RM100/month but agree to bear the cost.</li> </ul>

**CONTACT US:**

Any queries concerning academic matters, please contact directly the course coordinator by e-mail, letter or phone.

**Mr. Norzali Nordin**

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**BIT, BSC, BSE COURSE COORDINATOR:**

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**PROGRAMMES IN ENGLISH MEDIUM**

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