

**CONTACT**

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**APPLICATION**

<b>Application Deadline</b>	<p><b>Admission in 1st Semester (September intake)</b> - End of May *(students from China need to submit their application not later than 30th April, to facilitate the Visa With Reference processing).</p> <p><b>Admission in 2nd Semester (February intake)</b> - End of October on the previous year. *(students from China need to submit their application not later than 30th September to facilitate the Visa With Reference processing).</p>
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<p><b>Eligibility</b></p>	<p>(1) A student must be a registered undergraduate or postgraduate student of another university, local or abroad.</p> <p>(2) A student must be academically suitable for the undergraduate course/s or research topic he is applying to take.</p> <p>(3) A student who is interested in taking undergraduate courses in the arts based faculties must be proficient in the Malay Language in order to benefit from his studies since the medium of instruction for Arts based faculties in UM is the Malay Language.</p> <p>(4) A University of Malaya Student Exchange Programme (UMSEP) student shall be admitted for a period as stipulated in 2(l) of this guideline. The total number of courses/credit hours registered by a UMSEP student may not exceed two third of the total credit hours of the graduating student.</p> <p>(5) If a UMSEP student is admitted on an audit basis, he/she can only attend lectures and not allowed to sit for an examination.</p> <p>Kindly refer to this link:  <a href="http://isc.um.edu.my/images/stories/Exchange_Programme/Guidelines_on_UMSEP_2013-2014.pdf">http://isc.um.edu.my/images/stories/Exchange_Programme/Guidelines_on_UMSEP_2013-2014.pdf</a></p>
<p><b>Application Details</b></p>	<p>(1) Application for admission as a UMSEP student must be submitted to the International Student Centre (ISC), University of Malaya at least three (3) months prior to the beginning of each semester or date of attachment.</p> <p>(2) The student is responsible to obtain from the respective faculties, the information on the course/s that the student is interested in. The course/s chosen need not be relevant to the student's educational background and field of studies.</p> <p>(3) Application form for admission as a UMSEP student/researcher can be obtained from the University of Malaya website at: <a href="http://www.isc.um.edu.my">http://www.isc.um.edu.my</a></p> <p>(4) Completed application form must be submitted in two (2) copies together with the following documents before the deadlines stipulated below:</p> <p>Deadlines  Admission in 1st Semester (September intake) - End of May  *(students from China need to submit their application not later than 30th April, to facilitate the Visa With Reference processing)</p>

	<p>Admission in 2nd Semester (February intake) - End of October on the previous year  *(students from China need to submit their application not later than 30th September to facilitate the Visa With Reference processing).</p> <p>Supporting documents:  (i) Two (2) copies of academic transcript/record  (ii) Supporting document from the Registrar or Dean or appropriate authority of student's home university.</p> <p>Application form must be sent to:  University of Malaya Student Exchange Programme  International Student Centre (ISC)  Level 1, Block G, Perdana Siswa Complex  University of Malaya  50603 Kuala Lumpur  MALAYSIA</p>
<b>Application Procedure</b>	<p>Approval Of Application:</p> <p>(a) Each application is evaluated and considered individually.</p> <p>(b) The Dean of a Faculty or the Head of an Institution (not being a department of a Faculty) shall be empowered to admit a person as a UMSEP student subject to the following conditions:</p> <p>(i) No UMSEP student shall be admitted for a period exceeding one calendar year if he is undertaking research or one academic year if he is following courses; and</p> <p>(iii) The total number of courses that may be taken by a UMSEP student shall not exceed two third of the total credit hours of the graduating student.</p> <p>(c) If for any particular reason, an approved course is not available upon registration as a UMSEP student at the University, a student may be allowed to register for another course which is equivalent or whichever course recommended by the Dean of the Faculty.</p> <p>(d) The letter of acceptance will be mailed to a successful student together with registration documents to the mailing address given on the application form. Please ensure the address is stated.</p>

## PRACTICAL

<b>Visa Requirement</b>	<p>The offer of admission to international students does not come with an entry Visa and a Student Pass, which are required by the Malaysian government. Students admitted to UM must have an entry visa and a Student Pass before entering Malaysia. The University will apply for these documents on behalf of the students and notice of the approval will be sent to students prior to their departure or upon arrival in Malaysia.</p>
<b>Arrival</b>	<p>Before the Orientation Programme (The orientation Program will be held either before or during the first week of the semester).</p>
<b>Airport transfer</b>	<p>Airport Pick Up Service is available and a time schedule will be arranged by the University. Due to different time of arrivals from different countries, it is more convenient for the University to arrange the time schedule. The students are advised to arrive within that time schedule.</p>
<b>Insurance</b>	<p>Insurance from Home Country which covers (Health, Death, Personal Accident &amp; Repatriation) Should the student stay in Malaysia be more than six (6) months, you will need to purchase insurance, upon the arrival, from a Malaysia based insurance company for the purpose of the visa application. The insurance company which you will purchase the insurance from shall be determined by the International Student Centre (ISC), University of Malaya.</p>
<b>Accommodation</b>	<p><b><u>On-campus</u></b> All UMSEP students are provided with on-campus housing. Accommodation for Visiting students are not guaranteed and based on availability. On-campus housing with double or triple-sharing rooms and communal facilities are provided for UMSEP students.</p> <p><b><u>Off-campus</u></b> Students may also choose other private housing best suited to their lifestyle and location on their own. Off-campus housing is available of an affordable rate.</p>
<b>Estimated Living Cost</b>	<p><b><u>LIVING EXPENSES</u></b></p> <p>The daily living expenses depends on the needs and lifestyle of students. An estimated cost of accommodation, food, books, clothes, entertainment, local travel, and other expenses is approximately RM700 to RM1000 per month (USD \$200 - USD \$280) for a single student.</p>

## ACADEMIC

<b>Academic Schedule</b>	<p>Kindly refer to this link:</p> <p><a href="http://isc.um.edu.my/images/stories/Exchange_Programme/Guidelines_on_UMSEP_2013_2014.pdf">http://isc.um.edu.my/images/stories/Exchange_Programme/Guidelines_on_UMSEP_2013_2014.pdf</a></p>
<b>Important Dates</b>	<p>Kindly refer to this link:</p> <p><a href="http://isc.um.edu.my/images/stories/Exchange_Programme/Guidelines_on_UMSEP_2013_2014.pdf">http://isc.um.edu.my/images/stories/Exchange_Programme/Guidelines_on_UMSEP_2013_2014.pdf</a></p> <p>*Subject to change</p>
<b>Courses for Exchange Student</b>	<p>Kindly refer to this link:</p> <p><a href="http://isc.um.edu.my/Guideline/exchange-programme.html">http://isc.um.edu.my/Guideline/exchange-programme.html</a></p>
<b>Average Course Load per semester</b>	<p>Credits accumulated at UM are usually transferable to student's home university as part of the requirements for the graduation. UMSEP students are permitted to enroll not more than 20 credit hours per semester, subject to the availability of courses and the university approval.</p> <p>A UMSEP student shall not be permitted to take any examination of the University except with the prior written permission of the Registrar. Permission shall only be granted if such student is already a student of another university or institution and is applying for transfer of credits to his university or institution.</p> <p>Application to take any examination shall be made in writing to the Registrar within three (3) months from the date of registration as a UMSEP. The application shall be accompanied by a letter from the Registrar or any authorized officer from the home university or institution requesting for such arrangements to be made.</p> <p>(1) Permission to take any examination of the University under this subsection is granted subject to the following conditions:</p> <p>(a) the student shall have followed the courses leading to the said examination to the satisfaction of the Dean of the Faculty or the Head of the Institution concerned; and</p> <p>(b) the results of any examinations taken shall not be released to the student but shall be sent direct to his university or institution.</p>
<b>Grading System</b>	<p>Kindly visit this link:</p> <p><a href="http://isc.um.edu.my/images/stories/Exchange_Programme/UM_Exchange_Programme_Fact_Sheet_1314.pdf">http://isc.um.edu.my/images/stories/Exchange_Programme/UM_Exchange_Programme_Fact_Sheet_1314.pdf</a></p>
<b>Tuition Fees</b>	<p>Tuition fees are waived during the exchange period (for exchange students). Other expenses will be the students own expenses.</p>