



**PERKHIDMATAN UTAMA**

**PUTRA INTERNATIONAL (PUSAT ANTARABANGSA)  
UNIVERSITI PUTRA MALAYSIA**

43400 UPM Serdang, Selangor, Malaysia  
Tel: 603-8946 6048 / 6198 E-mail: [intl@upm.edu.my](mailto:intl@upm.edu.my)

Kod Dokumen: SOK/PIC/SS11

**CHECKLIST FOR INVITATION / RELEASE LETTER**

PLEASE USE CAPITAL LETTERS

Name:																				

Passport No:																				

No.	Required Documents (Please arrange the document according to the sequence given.)	No of Copy	Tick (If Complete)		
			Office Use		
			Applicant	HD	CS
1	Checklist For Invitation / Release Letter (SOK/PIC/SS11)	1			
2	Visa & Pass Application Form (UPM/PIC/BR01/APPLICATION FORM)	1			
3	A4 sized <b>COPY</b> Student passport ( <b>Details &amp; Pass page</b> )	2			
4	A4 sized <b>COPY</b> Dependent passport ( <b>Details &amp; Pass page</b> )	2			
5	<b>COPY</b> Receipt of Payment to UPM (RM110.00)				

Checked by		
Date		

<b>HD</b>	Helpdesk
<b>CS</b>	Counter Staff



**SOKONGAN**  
**PENGURUSAN PELAJAR DAN STAF ANTARABANGSA**

**PUTRA INTERNATIONAL CENTRE**  
**(PUSAT ANTARABANGSA)**  
**Kod Dokumen: SOK/INT/BR01/VP**

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**VISA & PASS APPLICATION FORM**

**TYPE OF APPLICATION**

PLEASE TICK (/)

NEW STUDENT		STUDENT RENEWAL		SPECIAL PASS		INVITATION/ RELEASE/ CLAIM LETTER	
VAL		DEPENDENT RENEWAL		TRANSFER STICKER		CANCELLATION/ SHORTENING	
NEW DEPENDENT		IKHTISAS/RESEARCH ATTACHMENT		STAFF		STAFF DEPENDENT	

**STUDENT'S/ STAFF'S PARTICULARS:**

1. NAME : \_\_\_\_\_

2. MATRIC/STAFF NO : \_\_\_\_\_ GENDER :  Male  Female

3. NATIONALITY : \_\_\_\_\_

4. PROGRAMME (For Student Only) :  Bachelor  Master  PhD

5. PASSPORT NO. : \_\_\_\_\_

6. EXPIRY DATE:     
 (DD/MM/YYYY)

7. PASS EXPIRY DATE :     
 (DD/MM/YYYY)

8. MOBILE NO. : \_\_\_\_\_

9. EMAIL : \_\_\_\_\_

10. NEAREST MALAYSIA EMBASSY : \_\_\_\_\_  
 (For VAL application only)

**DEPENDENT'S PARTICULARS:**

NAME	PASSPORT NO.	PASSPORT EXPIRY DATE	SOCIAL PASS EXPIRY DATE	RELATION

I certify that all information given in this application is true and I have also submitted application for me or my dependents: student/working pass/visit pass (New/ Renewal/ Special Pass/ Shortening/ Endorsement)

.....  
Student/ Staff's Signature

.....  
Date

**FOR OFFICE USE ONLY**

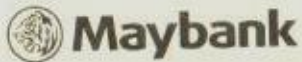
**PAYMENT CHECKLIST:** (Note: Please present the original receipt from the Bursar Counter and the copy of the Receipt upon submission of your application to the Counter of Visa & Pass.)

TYPE OF PAYMENT	Student/ Staff	Dependent 1	Dependent 2	Dependent 3	Dependent 4	Dependent 5	Dependent 6
NEW APPLICATION: .....							
RENEWAL							
SPECIAL PASS							
TRANSFER STICKER							
SHORTENING / CANCELLATION							
INVITATION LETTER/ RELEASE LETTER/ CLAIM LETTER							
LATE SUBMISSION							
OTHERS: .....							
<b>TOTAL AMOUNT (RM):</b>							

.....  
Officer's Signature and Stamp  
PUTRA INTERNATIONAL CENTRE

.....  
Date

NO. SEMAKAN : 00  
NO. ISU : 01  
TARIKH KUAT KUASA : 24/3/2017



Taman Sri Serdang  
 November 03, 2016  
 10:16:55

Deposit-Cash

Name: EMGS ESCROW ACCOUNT \*EMGS ESCROW ACCOUNT

Account No.: 514057662341

Amount: RM1,193.00

EMGS ESCROW ACCOUNT \*EMGS ESCROW ACCOUNT

SAMPLE

DEPOSIT / PLACEMENT / CREDIT / PAYMENT

Name: EDUCATION MALAYSIA

Account / Card No.

514057662341

Amount RM 1,193.00 RM

Card No.

Amount RM

Card No.

Amount RM

Transaction Description

AGUMMADU EMMAUEL NNANZI

Reference No.

A05360523

DEBIT

Name:

Account No.

Amount RM

Please check and verify the transaction details before leaving the counter. The Bank shall not be responsible or liable for any failure to notify of any discrepancy(ies). This is a computer printout.