

ADMISSION REQUIREMENTS FOR MALAYSIA PERMANENT RESIDENT AND INTERNATIONAL STUDENTS

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 11 to 12 years of study from Primary to Higher Secondary);
- Applicant from countries which require to pass the university entrance examination have to submit the result of this examination together with application form; OR
- GCE 'A' Level examination obtained at one sitting; OR
- Passes Diploma / STPM / or other certificate that is recognized by the Senate of the University and Malaysian Government as equivalent to the above.

Language Requirements:

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

Applicant who wishes to pursue study in programmes with English as a medium of instruction must:

- Pass the Test of English as a Foreign Language (TOEFL) at least 550; OR
- Pass the International English Language Testing System (IELTS) at least 6.0; OR
- Pass the Malaysian University English Test (MUET) at least Band 3.

Applicant who is unable to submit satisfactory results in any of the above tests may take up language proficiency courses at the University to fulfill the admission requirements.

Other Requirements:

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

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;
- Applicant must have a credit pass in Mathematic and English Languages to apply the undergraduate programmes (certain programmes).

Programme Duration:

a. Programme offered in Bahasa Malaysia

- 3 - 4 years = 6 - 8 semesters
***One (1) year consists of two (2) semesters*
- 1st semester : Sept – Januari
- 2nd semester : Februari – Julai
- **Closing Date for Application : 31st. June each year**

b. Programme offered in English (BBA and BIT Programmes only)

- 4 years = 8 semesters
***One (1) year consists of two (2) semesters) excluding 1 semester Pre University (Foundation)*
- Pre-University : September – December
- 1st Semester : December - May
- 2nd Semester : July – November
- **Closing Date for Application : 31st. June each year**

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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BBA Course Coordinator:

Dr. Azhar Hj. Ahmad
School of Business Management
Faculty of Economic and Business
43600 UKM Bangi, Selangor, Malaysia

Tel: 603-89213416 / 0162810977 (hand phone)
Email : azah@ukm.my

BIT Course Coordinator:

Dr. Mohammad Faidzul Nasruddin
Faculty of Information Science and Technology
43600 UKM Bangi, Selangor, Malaysia

Tel: 603-89216670 / 6814
Email : mfn@ukm.edu.my

Fees and Years of Study

Undergraduate (the rates shown apply for Malaysian, Malaysian Permanent Resident and International students)

| Faculty | RM 1 = USD 1 = RM 3.3 | | | |
|---|-----------------------------------|---|---|---|
| | Full Time Undergraduate Programme | | | |
| | | Fees for Malaysian | Fees for Malaysian Permanent Resident and International students | |
| | Period (Years) | Programme offered in Bahasa Melayu Fees Rate per semester (RM) | Programme offered in Bahasa Melayu Fees Rate per semester (RM) | Programme offered in English Fees Rate for whole year (RM) |
| Faculty of Health And Sciences | 4 | 600 | 5600 | Not offered |
| Faculty of Economics And Business | | | | |
| » Bachelor of Business Management | 3 | 550 | 2600 | 43,000 |
| » Bachelor of Account | 4 | 550 | 2600 | Not offered |
| » Bachelor of Economics | 3 | 550 | 2600 | Not offered |
| Faculty of Education | 4 | 550 | 2200 | Not offered |
| Faculty of Engineering And Built Environment | 3 - 4 | 700 | 6900 | Not offered |
| Faculty of Islamic Studies | 3 | 510 | 3200 | Not offered |
| Faculty of Information Science And Technology | 3 | 600 | 4600 | 43,000 |
| Faculty of Law | 4 | 550 | 3600 | Not offered |
| Faculty of Medicine | | | | |
| » Degree (Medical Doctor) | 5 | 900 | Not Offered | Not offered |
| » Nursing | 4 | 660 | 5600 | Not offered |
| Faculty of Social Sciences And Humanities | 3 | 510 | 4000 | Not offered |
| Faculty of Dentistry | 5 | 850 | Not Offered | Not offered |
| Faculty of Pharmacy | 4 | 850 | Not Offered | Not offered |
| Faculty of Science And Technology | 3 - 4 | 600 | 4000 | Not offered |

**** The above rate is subject to change**

Note: The University also reserves the right, without notice to review the fees from time to time.

- All fees should be settled at least 2 weeks before the semester examinations. Otherwise students may be barred from sitting in the semester examinations. The examinations results will be withheld until the fees are settled;
- All students are charged full fees unless if the University determines that a student pays the subsidized fees;
- The University has the right to revise the fees without notification to applicant;
- Above table are only for study fees, not include above charges incurred;
- Students must pay fees every semester before course registration. Students not receiving financial assistance from any organization must present the receipt of payment before they are allowed to register.

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 US\$200.00 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 blank page

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 Registrar
Academic Management Division
Registrar Department
Universiti Kebangsaan Malaysia
43600, UKM Bangi, Selangor
Malaysia
(Attn: Mr. Mohd Asyraf Radzuan)

Telephone No : 603 89213036
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 a follows:

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

Application Procedures

Applications are to be made on the prescribed forms, which may be obtained, from the Academic Management Division. All enclosed academic records and other supporting documents must be certified true copies.

The details of the undergraduate intakes are as follows:

| Intakes | Closing Dates For Malaysian Applications | Closing Dates for PR and International Students Application (Programme offered in Bahasa Melayu) | Closing Dates for PR and International Application (Programme offered in English) |
|-----------|--|--|---|
| September | 10 days after the STPM result* | 30 st . June** | 30 th . June** |

PR = Permanent Resident

**The advertisement will be issued by "Bahagian Pengurusan Kemasukan Pelajar" (BPKP), Ministry of Education.*

***The advertisement / application form will be issued in UKM's website <http://www.ukm.my>. Please print application forms attached in the website, fill up and send to address below.*

A complete application should consist of the following items (*for PR and International Students Application*):

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 international 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 who submit application forms 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 Recommendation Letter (For International Applicant only)
10. 2 copies of international passport with at least 2 years validity (For International Applicant only)
11. 4 recent colour, passport-size photographs
12. 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)
13. Any other relevant documents.

The application should be sent to the following address:

Deputy Director
Centre For Academic Management
Universiti Kebangsaan Malaysia
43600, UKM Bangi, Selangor
MALAYSIA