



# STUDY ABROAD APPLICATION FORM



International  
Mobility &  
Collaboration  
Centre

- Exchange Programme                       Non-Exchange Programme  
 Non Graduating Program

### Network

- AUN    AIMS    GE4    UMAP    ERASMUS  
 Others, Please Specify \_\_\_\_\_

Affix  
Passport  
Size  
Photo  
Here

(3.5 cm x 5.0 cm)

on **White** background

Closing date: 15<sup>th</sup> May  
15<sup>th</sup> October

[Semester I – commencing in September - January] [Fall]  
[Semester II – commencing in February - June] [Spring]

### Instructions

- Answer all questions in sections 1-10.
- Fill out this form using your computer. Do not handwrite the information except for ticking boxes and signatures.
- All supporting documents must be submitted together with this application. Incomplete application will NOT be processed.
- Please send your application by e-mail (through the International Office or Admissions Office of your home institution) to [dir\\_imcc@usm.my](mailto:dir_imcc@usm.my)

## SECTION 1 - PERSONAL DETAIL

Name: \_\_\_\_\_ Date of Birth : \_\_\_\_\_  
(According to Passport) - MRZ day/month/year

Gender:       Male    Female                      Marital Status: \_\_\_\_\_

Country of Birth: \_\_\_\_\_                      Citizenship : \_\_\_\_\_

Date of Issue: \_\_\_\_\_

Passport No.: \_\_\_\_\_                      Expiry Date: \_\_\_\_\_

Mailing Address:  
\_\_\_\_\_  
\_\_\_\_\_

Zip Code: \_\_\_\_\_      State: \_\_\_\_\_      Country: \_\_\_\_\_

Tel No: \_\_\_\_\_                      Fax No: \_\_\_\_\_  
Country code / Area code / Local number                      Country code / Area code / Local number

E-mail: \_\_\_\_\_  
*Note: All correspondence regarding your application will be via e-mail. Ensure you have sufficient storage size in your mailbox. Please ensure your email address is printed clearly.*

**Emergency contact:**

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Tel No: \_\_\_\_\_ E-mail: \_\_\_\_\_  
Country code / Area code / Local number  
Address: \_\_\_\_\_  
\_\_\_\_\_

Zip Code: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

**SECTION 2 - ACADEMIC RECORDS**

Home Institution: \_\_\_\_\_  
Institution Address: \_\_\_\_\_  
\_\_\_\_\_

Contact Details/ (Coordinator): \_\_\_\_\_ Email: \_\_\_\_\_  
Tel. No: \_\_\_\_\_  
Zip Code: \_\_\_\_\_ State: \_\_\_\_\_ Country: \_\_\_\_\_

Level of Study:  Undergraduate  Postgraduate:  Master  
 PHD

Year of Study:  1st  2nd  3rd  4th

Area of Specialization: \_\_\_\_\_

**Academic Transcript:**

Please provide an up-to-date certified Academic Transcript showing all the subjects attempted, grades achieved (including failures) and an explanation of the grading system. Applicants who submit transcripts in a language other than English must provide an officially certified translation.

**SECTION 3 - PROPOSED STUDY ABROAD PLAN**

Please tick (✓) the duration and semester you are applying for:  
Study duration in USM :  One Semester (6 Months)  Two Semesters (12 Months)  
Commencement Date :  Semester I (September)  Semester II (February)  
*Please refer to our academic calendar which available at your institution's International Office.*

Will you be able to start your studies at the beginning of the Semester?  
 Yes  No (please state the earliest date you will be able to start your studies in USM)

Date: \_\_\_\_\_  
day/month/year



## SECTION 4 - INTENDED COURSES

1. Please refer to “Courses Offered” in the International Mobility & Collaboration Centre (IMCC) website (<http://www.imcc.usm.my>) for a list of English lectured courses. Prerequisites must be met before you will be accepted into some courses. You may also choose courses without prerequisite requirements.
3. You must study full time – 12 units minimum and maximum of 21 units (this is stated in the course details).
4. Complete course registration form signed by the home institution’s coordinator to be send together with application form.

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## SECTION 5 - ENGLISH PROFICIENCY

Please tick (✓) as appropriate:

Is English your first/main language?       Yes       No

If no, please indicate any English Language Proficiency Test you have taken and the result.

1 IELTS \_\_\_\_\_

2 TOEFL \_\_\_\_\_

3 Others \_\_\_\_\_

*\* Please provide a certified copy of IELTS/TOEFL/other test results to demonstrate English proficiency.*

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## SECTION 6 - ACCOMMODATION

**Do you require on-campus housing request:**

Yes:

- Main Campus                                    : Gelugor, Penang
- Engineering Campus                            : Nibong Tebal, Penang (48 km from Main Campus)
- Health Campus                                    : Kubang Kerian, Kelantan

No:

If No, do you want IMCC to recommend housing agent for private apartments for your stay?

- Yes
- No

(Hostel fee is RM4.00 per day on twin sharing room with a common bathroom and no hot shower provided. USM hostel is not fully catered. We do not serve meal. However student can eat at cafeteria available at each hostel)

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## SECTION 7 - RECOMMENDATIONS

Please attach a recommendation letter from the Study Abroad Advisor or an Academic Advisor of your institution and any additional information which you consider relevant to your application to support your application.

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## SECTION 8 –QUESTIONNAIRES

Why did you choose to apply to USM? (Tick ✓ any 3)

- Academic reputation
  - Academic disciplines offered
  - Recommendation from USM agent or representative
  - Recommendation by study abroad advisor / staff at your home institution
  - Recommendation by other students / friends
  - Location of USM
  - Other (please specify)
- 

## SECTION 9 – CHECKLISTS

I hereby submit this application for the Study Abroad program and have attached all the following compulsory documents in support of the information provided:

- An up-to-date certified academic transcript (with translation if necessary)
- A Confirmation Letter (to prove the applicant is enrolled as a full-time student)
- A copy of the student's matriculation card
- A certified copy of IELTS/TOEFL/other English proficiency test result (if English is not first language)
- A Recommendation Letter from your Academic Advisor to support your application
- A curriculum vitae
- Portfolio (for creative design based courses). Include slides and an academic reference authenticating work
- Disability support details
- A fully completed Course Registration signed by home Institution Coordinator
- A copy of your photo (White background and 4.5 cm high x 3.5 cm wide)
- A clear copy of the Details Page of your passport
- The nearest Malaysian Embassy to apply Single Entry Visa (SEV) is at  
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*\*Applicant is not allowed to enter Malaysia without getting a Visa approval letter (VAL) to obtain the Single Entry Visa (SEV). Except some Commonwealth countries. Please refer the seven steps to get students pass for details information.*



## SECTION 10 – DECLARATION

I declare that all the information provided in this application form is true and complete in every detail.

I acknowledge that Universiti Sains Malaysia reserves the right to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

I am aware of the conditions relating to my application and admission, and agree to pay all fees for which I am liable to.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_  
day/month/year

