

EXCHANGE MOBILITY INBOUND GUIDE

UniKL International Office
all.uio@unikl.edu.my

Exchange Mobility

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About MALAYSIA

A VIBRANT HUB IN SOUTHEAST ASIA

Malaysia, comprising Peninsular Malaysia and East Malaysia, is divided into 13 states and 3 federal territories. The country offers numerous benefits to international students, including a safe environment, political stability, well-developed infrastructure, affordable living costs, quality cuisine, and a multiculturally friendly population. English is widely spoken and serves as the primary language of instruction in universities and colleges.

Malaysia is recognized globally for its educational excellence, ranking as the 12th most preferred education destination by UNESCO in 2014 and the 9th most affordable country to study by QS Top Universities in 2018. Currently, it hosts over 170,000 international students pursuing various educational programs. The country provides high-quality education at a competitive price, making it an attractive choice for students worldwide.

The Malaysian education system adheres to international standards, with the Ministry of Education and the Malaysian Qualifications Agency (MQA) ensuring rigorous quality assurance practices and accreditation for higher education institutions.

About UNIVERSITI KUALA LUMPUR (UniKL)

A LEADING INSTITUTION IN MALAYSIA

As Malaysia's leading government-linked university for engineering technology, Universiti Kuala Lumpur (UniKL) is dedicated to fostering global professionals through exceptional technical education and a fulfilling university experience. Since its inception in 2002, UniKL has grown significantly, becoming a top choice in Malaysia for spearheading knowledge generation in **HTVET**.

With its "One Institute, One Specialization" approach, UniKL maintains 12 strategically located campuses across Peninsular Malaysia, each equipped with cutting-edge facilities that focus on experiential learning, research innovation, and global industry partnerships. Currently, UniKL provides more than 130 academic programs spanning from foundation to doctoral studies.

GENERAL INFORMATION

UNIVERSITI KUALA LUMPUR

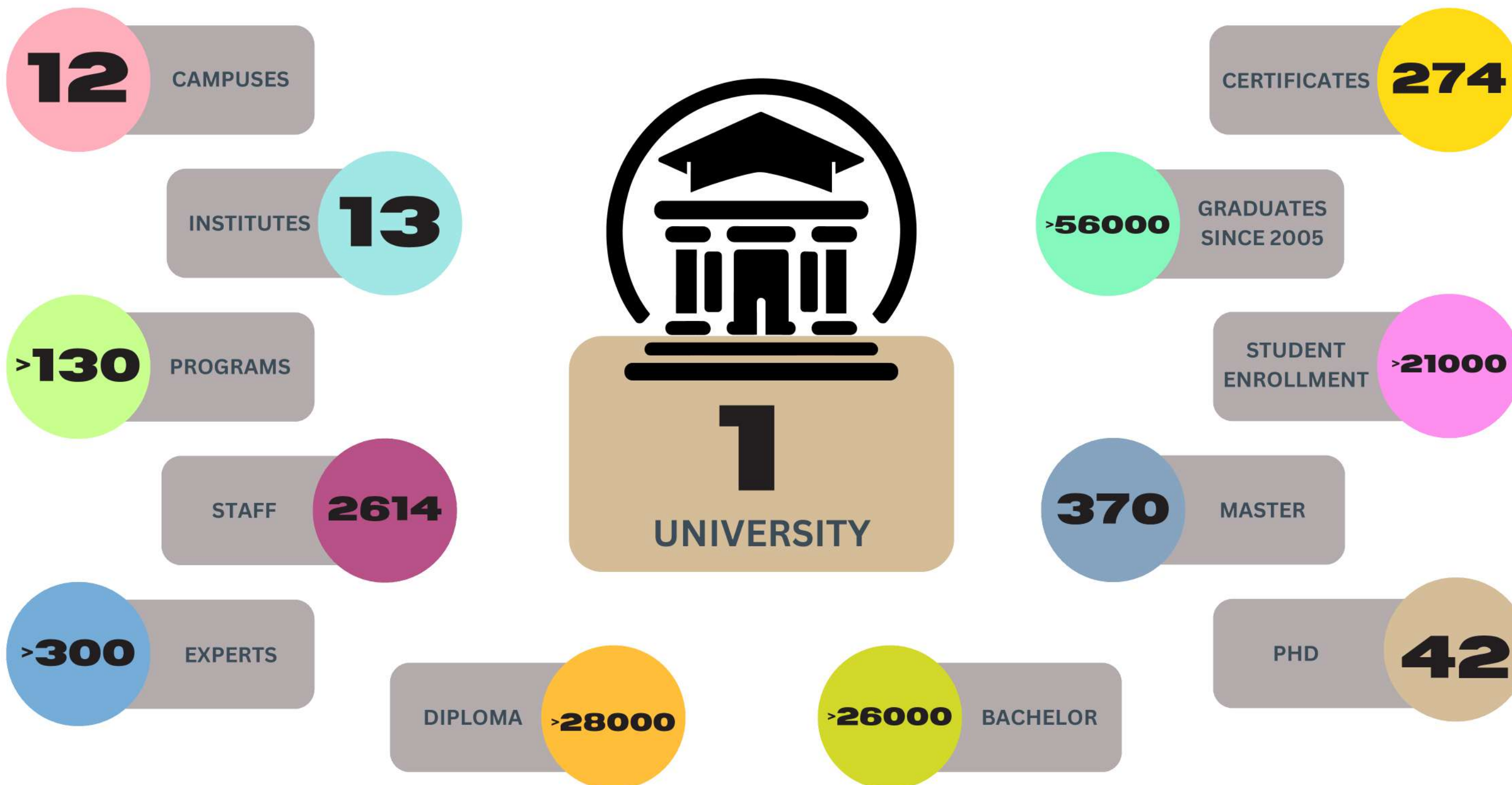


UniKL City Campus
1016 Jalan Sultan Ismail
50250 Kuala Lumpur
+60321754000



FACTS AND FIGURES

EXCHANGE MOBILITY
INBOUND GUIDE



TOP UNIVERSITIES IN MALAYSIA BASED ON

THE WORLD UNIVERSITY RANKINGS 2021 ASIA

NO	UNIVERSITY	2020	2021
1	Universiti Malaya (UM)	43	49
2	Universiti Teknologi Petronas (UTP)	124	111
3	Universiti Tunku Abdul Rahman (UTAR)	119	119
4	Universiti Putra Malaysia (UPM)	145	136
5=	Universiti Kebangsaan Malaysia (UKM)	160	150
5=	Universiti Teknologi Malaysia (UTM)	143	150
7	Universiti Utara Malaysia (UUM)	251 - 300	155
8	Universiti Sains Malaysia (USM)	156	163
9	Universiti Tenaga Nasional (UNITEN)	201 - 250	201 - 250
10	Universiti Malaysia Perlis (UniMAP)	165	351 - 400
11=	Universiti Kuala Lumpur (UniKL) NEW	NR	401+
11=	Universiti Malaysia Sarawak (UNIMAS)	401+	401+
11=	Multimedia University (MMU)	401+	401+
11=	Universiti Teknikal Melaka (UTeM) NEW	NR	401+
11=	Universiti Teknologi MARA (UiTM)	401+	401+

Source: As announced by Times Higher Education at 12:00 noon BST on 2 June 2021

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TOP UNIVERSITIES IN MALAYSIA BASED ON



EXCHANGE MOBILITY INBOUND GUIDE

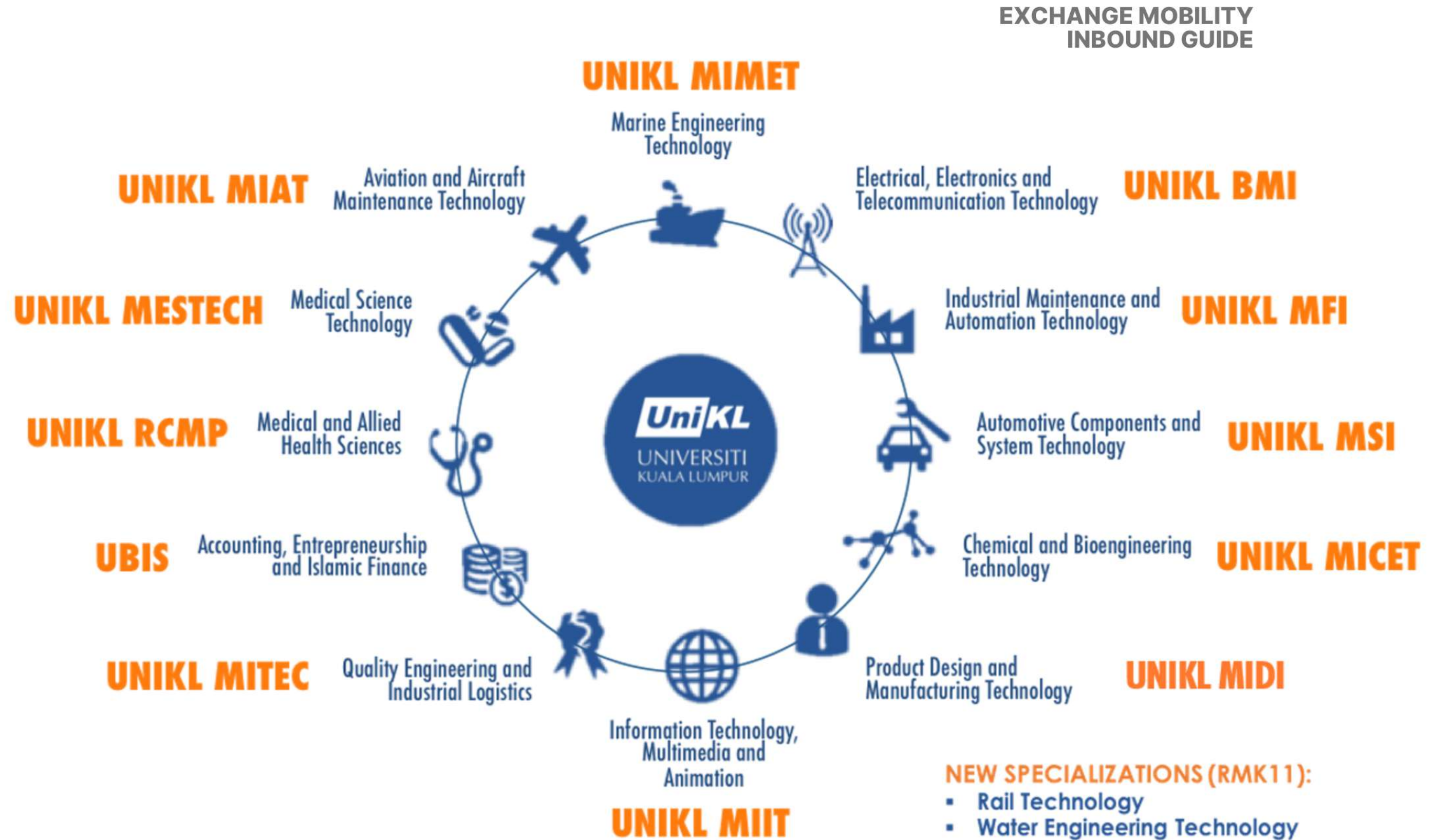
No	University	2021	2022
1	Universiti Malaya (UM)	59	65
2	Universiti Putra Malaysia (UPM)	132	143
3	Universiti Kebangsaan Malaysia (UKM)	141	144
4	Universiti Sains Malaysia (USM)	142	147
5	Universiti Teknologi Malaysia (UTM)	187	191
6	Taylor's University	379	332
7	UCSI University	391	347
8	Universiti Teknologi Petronas (UTP)	439	414
9	Universiti Utara Malaysia (UUM)	531-400	511-520
10	MSU University	551-560	601-650
=11	Universiti Islam Antarabangsa M'sia (UIAM)	601-650	651-700
=11	Universiti Teknologi MARA (UiTM)	651-700	651-700
=11	Sunway University	701-750	651-700
14	Universiti Tenaga Nasional (UNITEN)	701-750	751-800
=15	Universiti Kuala Lumpur (UniKL) NEW	NR	801-1000
=15	Universiti Malaysia Pahang (UMP)	751-800	801-1000
=15	Universiti Malaysia Perlis (UniMAP)	801-1000	801-1000
=15	Universiti Tunku Abdul Rahman (UTAR)	801-1000	801-1000
=19	Multimedia University (MMU)	801-1000	1001-1200
=19	Universiti Malaysia Sarawak (UNIMAS)	801-1000	1001-1200
=19	Universiti Malaysia Sabah (UMS)	801-1000	1001-1200
=19	Universiti Malaysia Terengganu (UMT)	1001+	1001-1200

Also ranked in Times Higher Education (THE) World University Rankings 2021

LIST OF CAMPUSES

UNIKL SPECIALIZATION

1 Campus, 1 Specialization (Niche Areas)



LIST OF CAMPUSES

LOCATION AND ADDRESS



UNIKL MALAYSIA FRANCE INSTITUTE (UNIKL MFI)

Seksyen 14, Jalan Teras Jernang
43650 Bandar Baru Bangi
Selangor



UNIKL MALAYSIAN INSTITUTE OF AVIATION TECHNOLOGY (UNIKL MIAT)

Lot 2891 Jalan Jenderam Hulu
43800 Dengkil
Selangor



UNIKL MALAYSIA INSTITUTE OF INFORMATION TECHNOLOGY (UNIKL MIIT)

1016 Jalan Sultan Ismail
50250 Kuala Lumpur



UNIKL BRITISH MALAYSIAN INSTITUTE (UNIKL BMI)

Batu 8, Jalan Sungai Pusu
53100 Gombak
Selangor



UNIKL MALAYSIAN SPANISH INSTITUTE (UNIKL MSI)

Kulim Hi-Tech Park
09000 Kulim
Kedah



UNIKL MALAYSIAN INSTITUTE OF CHEMICAL & BIO- ENGINEERING TECHNOLOGY (UNIKL MICET)

Lot 1988 Taboh Naning
Kawasan Perindustrian Bandar Vendor
78000 Alor Gajah
Melaka



UNIKL MALAYSIAN INSTITUTE OF MARINE ENGINEERING TECHNOLOGY (UNIKL MIMET)

Dataran Industri Kejuruteraan Marin
Bandar Teknologi Maritim
Jalan Pantai Remis
32200 Lumut
Perak

UNIKL ROYAL COLLEGE OF MEDICINE PERAK (UNIKL RCMP)

No. 3 Jalan Greentown
30450 Ipoh
Perak



UNIKL MALAYSIAN ITALY DESIGN INSTITUTE (UNIKL MIDI)

No. 119 Jalan 7/91
Taman Shamelin Perkasa
56100 Kuala Lumpur

UNIKL MALAYSIAN INSTITUTE OF INDUSTRIAL TECHNOLOGY (UNIKL MITEC)

Jalan Persiana Sinaran Ilmu
Bandar Seri Alam
81750 Masai
Johor



UNIKL BUSINESS SCHOOL (UNIKL BIS)

Quill City Mall
1018 Jalan Sultan Ismail
54200 Kuala Lumpur

UNIKL MALAYSIAN INSTITUTE OF MEDICAL SCIENCE TECHNOLOGY (UNIKL MESTECH)

A1-1 Jalan TKS 1
Taman Kajang Sentral
43000 Kajang
Selangor



LIST OF CAMPUSES

LOCATION AND ADDRESS

Exchange Mobility CONTACTS

UNIKL INTERNATIONAL OFFICE (UIO)

DIRECTOR OF INTERNATIONAL OFFICE

Dr. Nadia Razali
nadiarazali@unikl.edu.my
+603-21754000 (ext. 4092)

EXCHANGE MOBILITY INBOUND COORDINATOR

Nadia Hanim Atzemi
nadiahanim@unikl.edu.my
+603-21754000 (ext. 4407)

Exchange mobility programs allow students to study abroad for one or two semesters, expanding their academic and cultural horizons. Participants experience diverse cultures and educational systems, fostering personal and professional growth.

These programs often include credit transfer opportunities, internships and financial support, enhancing academic portfolios while immersing students in new environments.

For exchange mobility programs in Malaysia, the visa application process is facilitated by the Education Malaysia Global Services (EMGS) platform. Students must apply at least three months in advance with a passport valid for at least 18 months. Required documents include a Letter of Offer and passport details. Once approved, students receive an e-Visa Approval Letter (eVAL) to obtain a Single Entry Visa (SEV) from a Malaysian embassy. Upon arrival, they undergo a medical checkup and apply for a Multiple Entry Visa (MEV) sticker through their host university.

INTERNATIONAL MARKETING OFFICE (IMO)

ASSISTANT MANAGER OF INTERNATIONAL MARKETING OFFICE

Shahrul Nizam Mohamad
shahrulnizam@unikl.edu.my
+603-21754000 (ext. 4413)

VISA APPLICATION AND PROCESS COORDINATOR

Wan Nazhan Wan Hamdi
wannazhan@unikl.edu.my
+603-2175000 (ext. 4496)



INTERNATIONAL PARTNERSHIP (IP) COORDINATORS FOR EACH CAMPUSES

The role of an International **Partnership (IP) Coordinator** at Universiti Kuala Lumpur (UniKL) in assisting exchange mobility students is multifaceted. The coordinator develops and customizes exchange programs with international partners, aligning them with UniKL's academic offerings and strategic goals. They manage partnerships by fostering strong relationships and facilitating communication with partner institutions.

Additionally, the IP Coordinator supports student mobility by overseeing exchange programs, ensuring a seamless experience for both inbound and outbound students. They also serve as a liaison between UniKL and its partners, promoting internationalization and enhancing the university's global visibility.

Overall, the coordinator plays a crucial role in fostering strong international relationships and ensuring the success of exchange mobility programs.



UniKL MSI
(Malaysian Spanish Institute)
Siti Nabilah Ahmad Sanusi
sitinabilah@unikl.edu.my

UniKL MIAT
(Malaysian Institute of Aviation Technology)
Haslinawati Besar Sa'aid
haslinawati@unikl.edu.my



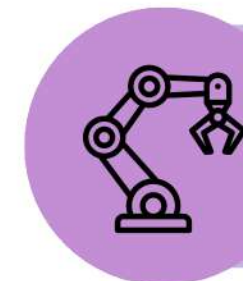
UniKL MIMET
(Malaysian Institute of Marine Engineering Technology)
Ahmad Azmeer Roslee
ahmadazmeer@unikl.edu.my

UniKL MFI
(Malaysian France Institute)
Dr. Zirour Mourad
zirour@unikl.edu.my



UniKL RCMP
(Royal College of Medicine Perak)
Dr. Norain Ab. Latif
norainlatif@unikl.edu.my

UniKL MICET
(Malaysian Institute of Chemical Engineering Technology)
Dr. Amin Safwan Alikasturi
aminsafwan@unikl.edu.my



UniKL BMI
(British Malaysian Institute)
Dr. Muhammad Khairulzaman
Abdul Kadir
khairulzaman@unikl.edu.my

UniKL MESTECH
(Institute of Medical Science Technology)
Dr. Nurulshyha Md Yatim
nurulshyha@unikl.edu.my



UniKL MIIT
(Malaysian Institute of Information Technology)
Aruna Azariah Rajendram
arunarajendram@unikl.edu.my

UniKL MIDI
(Malaysia Italy Design Institute)
Dr. Nur Syazana Osman
nursyazana@unikl.edu.my



UniKL BiS
(Business School)
Lili Susanti Samsurijal
lilisusanti@unikl.edu.my

UniKL MITEC
(Malaysian Institute of Industrial Technology)
Rohaizan Ahmad
rohaizan@unikl.edu.my



ACADEMIC INFORMATION

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ECTS / UNIKL CREDIT CONVERSION AND EQUIVALENT

UniKL Credits

1 Credit = 40 hours of Student Learning Time (SLT)

3 *UniKL Credits*

ECTS

1 ECTS = 25 hours of Student Learning Time (SLT)

5 *ECTS*

Calculation

A subject with 3 UniKL Credits

$3 \times 40 \text{ hrs SLT} = 120 \text{ hrs SLT}$

$120 \text{ hrs SLT} / (25 \text{ hrs SLT/ECTS})$

$= 4.8 \text{ ECTS (Approx. 5 ECTS)}$

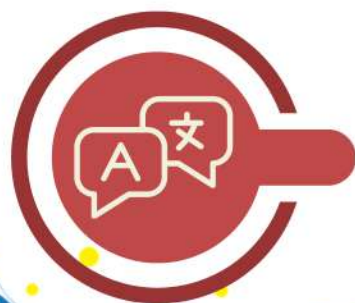
ADDING AND DROPPING SUBJECTS DEADLINE

4 weeks upon program commencement. Earlier consultation with Academic Services of the respective Campus is strongly recommended.



EXCHANGE MOBILITY

PROGRAM INFORMATION COURSES



Language Instruction

English



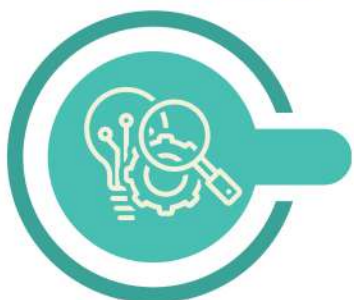
Undergraduate Studies

Maximum number of credits per semester to be validated: 18 UniKL credits (*Equivalent to 30 ECTS per semester*)



Post-Graduate Studies

15 UniKL credits (*Equivalent to 25 ECTS credits per semester*)



Joint/Research/Internship/Summer Program

Refer to UniKL International Office



Language Requirements

English proficiency equivalent to **IELTS 3.0** and above.



Exchange Mobility

IMPORTANT DATES

Nomination period and application

SPRING / SUMMER SEMESTER



Nomination : 15 April - 4 May



Application : 15 May - 8 June

FALL / WINTER SEMESTER



Nomination : 15 September - 4 October



Application : 15 October - 8 November



Inbound APPLICATION GUIDELINE

15

1

STUDENT TO
NOTIFY HOME
UNIVERSITY

To apply for inbound exchange mobility in UniKL, students need to inform their **Home University**.

HOME
UNIVERSITY SEND
NOMINATION

2

Your home university (International Office) needs to **officially** nominate you to **UniKL International Office** (UIO) through a provided link.

3

UNKL RECEIVES
AND REVIEW
NOMINATION FROM
HOME UNIVERSITY

UIO **will only accept** nominations from the home university's International Office. The nominations will be reviewed and evaluated by the UniKL International Office (UIO).

UNIKL SENDS
APPLICATION LINK
TO THE
STUDENTS

4

Once accepted, UIO will send an acceptance of nomination email with an inbound application link and application guides.

5

STUDENT RECEIVES
EMAIL FROM UNIKL
FOR APPLICATION

The inbound application link is sent to both the student and the International Office at their home university.

STUDENT TO
COMPLETE
APPLICATION VIA
LINK SENT

6

Students to complete the inbound application via link sent by UIO within a given timeframe - necessary documents will be required throughout the process

7

UNIKL RECEIVES
AND PROCESS THE
APPLICATION

Completed applications will go through a validation process including UIO and UniKL Campus approval.

UNIKL SENDS 'OFFER
LETTER' AND VISA
APPLICATION
GUIDELINE

8

Once completed, UniKL will send the 'Offer Letter' and Visa Guideline to the successful applicants.

9

STUDENT APPLY
VISA/STUDENT
PASS VIA
EMGS LINK

Student will apply for Visa / Student Pass via EMGS link. **International Marketing Office (IMO)** Personnel will assist throughout the EMGS process.

EMGS PROCESS
VISA/STUDENT
PASS ENTRY TO
MALAYSIA

10

This part of the process is crucial. Students are highly advised to be **meticulous** and **attention to details** about the requirement.

11

STUDENT PRINT
E-VAL/VISA/
STUDENT PASS

Once **approved**, EMGS will produce E-VAL / Visa / Student Pass to the students. Students to apply for Single Entry Visa (SEV) from the **Malaysian Embassy** in their country.

STUDENT
PREPARE FOR
DEPARTURE TO
MALAYSIA

12

Now that everything is completed, students can prepare to purchase flight ticket (**after Visa approval**) and other necessary arrangement to study in UniKL!

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Malaysia Visa REQUIREMENTS

As of **15 December 2016**, students must obtain a single-entry visa from the Malaysian Embassy in their home country before entering Malaysia. If there is no Malaysian Embassy in your home country, you may apply for a visa upon arrival at a Malaysian airport.

Application Process:

1. Apply for a visa through the EMGS website after receiving your acceptance letter.
2. Upon approval, download your Visa Approval Letter (VAL) from your EMGS account.
3. Apply for a single-entry visa at the nearest Malaysian Embassy or Representative Office.
4. After arriving in Malaysia, undergo a medical screening, and your university will assist with obtaining the visa sticker on your passport.

Payment: Visa fees are paid directly to EMGS via credit card during the application process. Additional documentation may be required based on EMGS guidelines.

DO NOT PURCHASE FLIGHT TICKET BEFORE RECEIVING THE
SINGLE-ENTRY VISA FROM THE MALAYSIAN EMBASSY/HIGH
COMMISSION AT YOUR HOME COUNTRY

Visa PROCESSING FEE

Visa Application Processing Fee

The amount varies as it depends on the citizenship, duration of the mobility and other varying factors.

Insurance

Depends on the package that students chose among approved insurance in the EMGS portal.

Medical Screening Upon Arrival in Malaysia

RM 250

I-KAO (Expatriate Identification Card)

RM 50

Post Arrival

All students are required to attend medical examination once they have arrived in Malaysia in any of the EMGS Panel Clinic listed.

Gentle Reminder

Any students who fail this medical screening will not be issued with a student pass and **will be required to leave the country**. This medical test includes drug/cannabis test too: please be more attentive to this matter, as drug laws in Malaysia may differ from those in the other countries.



UniKL

DRESS CODE FOR STUDENTS

To maintain a respectful and professional environment, students are expected to adhere to the dress code at all times while on the UniKL campus. This includes:

- Lecture Halls
- Administration Offices
- Laboratories
- Practical Training Sessions
- Libraries
- Religious Places
- All Other Areas Within the Campus

Specific Dress Code Requirements:

- Male Students: Long pants paired with a collared shirt or polo shirt.
- Female Students: Long pants, a blouse, or a knee-length skirt or dress.

These guidelines ensure that students present themselves in a decent manner that reflects positively on the institution and maintains a respectful atmosphere for all.

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Living Lifestyle in IN KUALA LUMPUR

Living Costs in Kuala Lumpur and UniKL Community

- *Monthly Living Costs in Kuala Lumpur:* The average monthly living expenses in Kuala Lumpur range from RM2,000 to RM3,000. This estimate can vary significantly based on factors such as location, accommodation type, food choices, phone bills, Wi-Fi, and other miscellaneous expenses. Generally, costs are lower in cities outside of Kuala Lumpur.
- *UniKL Community Support:* To facilitate communication and support among international students, students may refer to **International Partnership (IP)** Coordinator from each campus and international exchange students. Upon arrival, a welcoming meeting is organized to help students settle in and get acquainted with the campus community.



Commuting Options IN MALAYSIA

Getting Around with Ease

MRT, LRT, Monorail - Efficient rail networks in Kuala Lumpur and Klang Valley.

- MRT: Covers key city areas with fares starting at RM3 (USD 0.65).
- LRT: Three lines connecting popular destinations with fares around RM4 (USD 0.85).
- Monorail: Popular for its speed and low fares, covering city centers.
- KTM Komuter: Connects suburbs to city centers.
- Buses: Frequent services in major cities like Kuala Lumpur and Penang, with fares starting at RM1 (USD 0.25).
- ERL: High-speed rail to Kuala Lumpur International Airport.

Private and Shared Services

- Ride-hailing Apps: Grab is the most popular option with fares around RM12 (USD 2.5).
- Taxis: Available but less used due to ride-hailing apps.

Tips for Easy Commuting

- Plan Ahead: Use transit maps and apps to navigate efficiently.
- Budget Wisely: Consider the cost of transportation when planning your daily commute.
- Stay Informed: Keep up-to-date with public transport schedules and any service disruptions.



Thank YOU

We would like to extend our sincerest gratitude for taking the time to review our inbound mobility guidelines. Your interest in our program is truly appreciated, and we hope that the information provided has been helpful in planning your journey with us.

If you have any further questions or require additional assistance, please do not hesitate to reach out. We are committed to ensuring that your experience is both enriching and seamless.

Thank you once again for your interest, and we look forward to welcoming you soon.

Warmest regards,
UniKL International Office (UIO)

