

INTERNATIONAL OFFICE

SPECIAL PASS APPLICATION

Personal Details.

Name		Student ID	
Passport No.		Country	
E-mail Address		Contact No.	
Submitted Passport On		Visa Expiry Date	

Please tick <input type="checkbox"/>	Types of Application	Documents Checklist
	DEPENDENT	A copy of latest Student Pass & Passport Information Page
		A copy of dependent's passport (All pages)
		A copy of Marriage Certificate (translated & certified by embassy)
		A copy of Birth Certificate (translated & certified by embassy)
		A copy of family letter from embassy with original stamp (translated & certified by embassy)
		Payment: <input type="checkbox"/> SP1 : RM153.00 <input type="checkbox"/> SP2 : RM206.00
		Original Passport
	GRADUATED	A copy of graduation letter and transcript from Registrar
		A copy of Passport (All pages)
		Settle all debts with the university. Please attach the latest ledger. (Ledger can be obtained from the Finance, UCC Counter 6)
		A copy of Flight Ticket
		Payment: <input type="checkbox"/> SP1 : RM153.00 <input type="checkbox"/> SP2 : RM206.00
	TERMINATED / DROPPED / WITHDRAW	A copy of Passport (All pages)
		Settle all debts with the university. Please attach the latest ledger. (Ledger can be obtained from the Finance, UCC Counter 6)
		A copy of termination/drop/ withdraw letter from Registry
		A copy of Flight Ticket
		Payment: <input type="checkbox"/> SP1 : RM153.00 <input type="checkbox"/> SP2 : RM206.00
	RENEWAL	A copy of Passport (All pages)
		Payment: <input type="checkbox"/> SP1 : RM153.00 <input type="checkbox"/> SP2 : RM206.00

Abbreviation:

SP – Special Pass

Declaration & Acknowledgement

I acknowledge and confirm that all information and documents provided by me is true and correct. I hereby consent to UNITEN to collect, process, record, store and/or disclose my personal data in accordance to the mentioned above purposes.

Applicant's Signature:

Date: