

# Pre-Departure Briefing

By International Office, UCSI Univesity

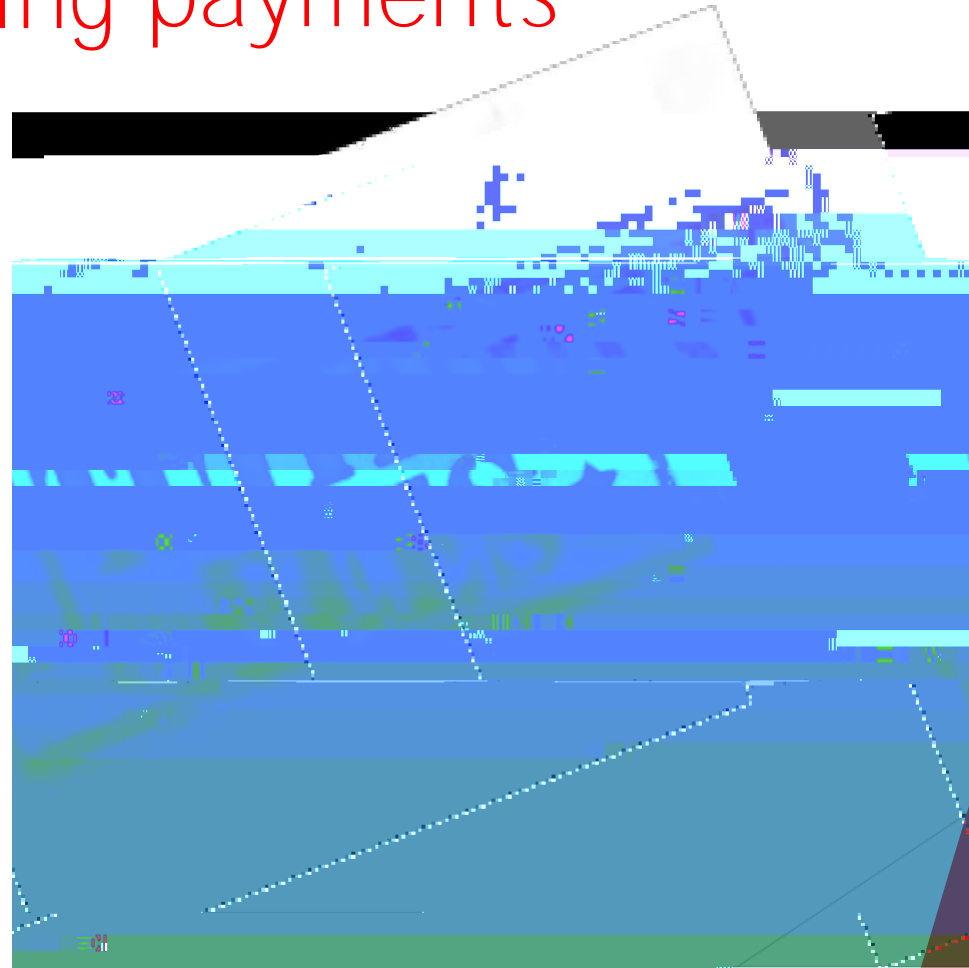


# Step 1:

## Clearance of pending payments

Kindly make full payment stated in Letter of Admission (LoA), in order for us to send softcopy of Visa Approval Letter (VAL) to you

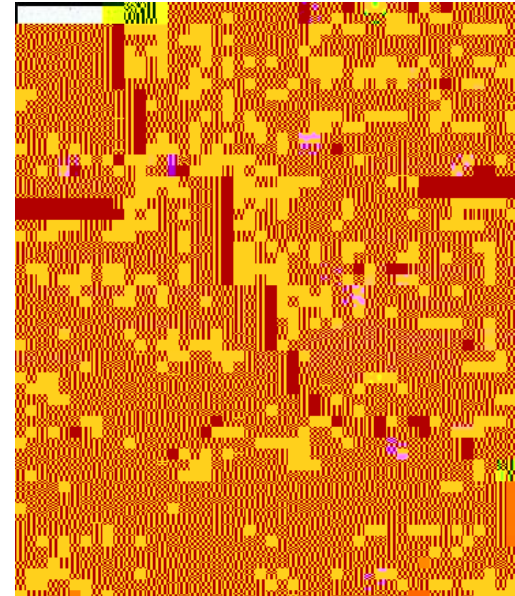
If student have scholarship or organization is paying your tuition fees, please submit a letter of guarantee from your sponsor / awarding body.



## Step 2:

Obtain Single Entry Visa (SEV) at Embassy / Consulate / High Commission of Malaysia

If you required a Single Entry Visa(SEV) to enter Malaysia, kindly apply at the Malaysia Embas





# Step 4:

## Arrival notification

Complete the [Immigration Clearance & Arrival Information Form at IIS Student Portal](#), and ensure that you submit the completed form at least SEVEN (7) working days before your departure date to facilitate the complimentary pick-up & immigration clearance services. A penalty of RM 200 will be imposed on late notifications.

Students attending English course (or not fulfilled English requirement)

For **June 2017 class**, should arrive on 25 | 26 May 2017

For

# Reminder

Before depart, request your hostel's room number from your counsellor

For own arrangement accommodation, you may tell your friends/relatives to pick you up at South Wing hostel (Block D)

Ensure you have received UCSI representative's name and contact numb

Have a pleasant flight,  
and see you in Malaysia

Thank You !!