

CHECKLIST

INBOUND APPLICATION

INTERNSHIP/NON-GRADUATING RESEARCH

No	Student Checklist	Document	Checked by ISC
1.	<input type="checkbox"/>	Application Form for Admission as Internship/Non-Graduating Research Student	<input type="checkbox"/>
2.	<input type="checkbox"/>	Acceptance Letter from the Faculty <ul style="list-style-type: none">• Name of the student• Passport number• Home university• Name of the supervisor (e-mail/contact number)• Duration as internship/non-graduating research student	<input type="checkbox"/>
3.	<input type="checkbox"/>	Supporting Letter from the Home University	<input type="checkbox"/>
4.	<input type="checkbox"/>	A copy of Academic Transcript	<input type="checkbox"/>
5.	<input type="checkbox"/>	A copy of Passport (front page which has the details and your photograph)	<input type="checkbox"/>
6.	<input type="checkbox"/>	1 Passport Size Photo (White Background)	<input type="checkbox"/>
7.	<input type="checkbox"/>	Insurance: a) If the duration of stay is less than 3 months program; <ul style="list-style-type: none">- Insurance purchased from Home Country which covers Health, Death, Personal Accident & Repatriation. b) If the duration of stay is more than 3 months program; <ul style="list-style-type: none">- Compulsory to purchase insurance as required by MID	<input type="checkbox"/>
8.	<input type="checkbox"/>	Administration and Processing Fee: RM630 <i>Payment to:</i> UM Account 8001279998, CIMB Bank Berhad, University of Malaya Branch, 50603 Kuala Lumpur, Swift Code CIBBMYKL	<input type="checkbox"/>