



OFFICE OF INTERNATIONAL AFFAIRS (IO)

CANCELLATION OR SHORTEN OF STUDENT PASS / CANCELLATION OR SHORTEN OF DEPENDENT PASS

STUDENT			√	DEPENDENT			√
1	Detail Page and Visa Page	1 copy		1	Detail Page and Visa Page of Dependent	1 copy	
2	Graduation letter (as approved by Senate) or; Termination Letter or; Withdrawal Letter or; Dismissal Letter	1 copy		2	Details Page and Visa Page of spouse if the applicant is a child	1 copy	
3	Offer Letter for Employment in Malaysia or; Offer Letter and copy of EMGS application (New Institution)	1 copy		3	Detail Page and Visa Page of Principle	1 copy	
4	New Certification Letter and copy of VAL - for New/Progression/Variation application	1 copy		4	Offer Letter and Certification Letter of Principle	1 copy	
5	Previous Offer Letter	1 copy		5	Family Letter or; Married Certificate or; Birth Certificate	1 copy	
6	Flight Ticket (min. 3 weeks during submission of application)	1 copy		6	Offer Letter for Employment in Malaysia or; Offer Letter of study	1 copy	
7	Special Pass or Exit Stamp	1 copy		7	Flight Ticket (min. 3 weeks during submission of application)	1 copy	
8	Payment (Finance copy)	1 copy		8	Payment (Finance copy)	1 copy	

APPLICANT DETAILS

STUDENT NAME	
PASSPORT NUMBER	
NATIONALITY	
MATRIC NO	
HANDPHONE NUMBER	
E-MAIL ADDRESS	
DEPENDENT NAME	
PASSPORT NUMBER	
NATIONALITY	

OFFICE USED

Reason of Cancellation / Shorten Pass (please tick)

- | | | | |
|-------------|--------------------------|------------------------|--------------------------|
| Variation | <input type="checkbox"/> | Dismissed / Terminated | <input type="checkbox"/> |
| Progression | <input type="checkbox"/> | Withdraw | <input type="checkbox"/> |
| Graduated | <input type="checkbox"/> | New Institution | : _____ |
| Work | <input type="checkbox"/> | Making Arrangement | : _____ |