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Appointment for Certification

aduankpt <aduankpt@mohe.gov.my>
To: Fatin Ishrak <fatinishrak787@gmail.com>

Mon, Mar 22, 2021 at 4:36 PM

Greetings from Ministry of Higher Education (MOHE)

Sir /Madam,

1. 2. The attestation service of the documents at the Ministry of Higher Education (MOHE) is counter service only (can't be done online / by mail) and no appointment is required. You can simply walk-in to MOHE. Certificates/documents could be submitted in person or by a representative. Under normal circumstances, documents submitted can be collected on the same day or depends on the cases.

2.

3. 3. The legalization of documents issued in Malaysia requires the recognition of the signature of the document by the Ministry of Foreign Affairs (MOFA) Malaysia before submission to Foreign Missions (Embassy/ High Commission / Consulate General/ Consulate) in Malaysia.

4.

5. 4. The original copy/ photocopy of your certificates/documents must be endorsed first by the Ministry of Higher Education Malaysia with the name print, position, and stamp of the Ministry/ Department before submission to the Consular Division, Ministry of Foreign Affairs.

1. 5. There are several documents that you are required to bring along upon attestation at MOHE:-

- i. Student's confirmation letter – please kindly obtain this from the Registrar / International Student's Department of your institution.
- ii. Original Certificate
- iii. Original Transcript
- iv. Identification Certificate (for Malaysians) or copy of your student's visas (from the year you start your study until you graduated).
- v. ONLY a maximum of three (3) copies are allowed for attestation.

1. 6. Please be noted that our counters operational hours are as below:-

Monday - Thursday : 8.30am - 4.30pm

Break / Lunch : 1.00pm - 2.00pm

Friday : 8.30am - 4.30pm

Break / Lunch : 12.15pm - 2.45pm

1. Also, please note that the attestation is subject to only if the **Higher Educational Institutions are REGISTERED AND APPROVED** by the **Ministry of Higher Education (MOHE)** and the course is **ACCREDITED** by **Malaysian Qualifications Agency (MQA)**.