

## **APPLICATION GUIDELINE (MALAYSIAN APPLICANT)**

### **Step 1**

Kindly complete on-line application form at: <http://www.ips.um.edu.my>

### **Step 2**

Upload all the following documents:-

- (a) Photo (Passport Size With Blue Background)
- (b) Malaysia NRIC
- (c) Sijil Pelajaran Malaysia (SPM)
- (d) Education Background (\*Certificate and Academic Transcript)
- (e) Working Experience Document – if any
- (f) Financial Support – if any
- (g) Reference (Application for Research Only)
- (h) Research Intent (Application for Research Only)

\*Please provide English translations if the certificates are not in English/ Malay.

### **Step 3**

- (a) Once all the online procedure been completed, kindly press "Click To Confirm Application" button to get the Complete Application Form and Cover Letter. Please keep the documents for your own record.
- (b) You are not allowed to edit your on-line application after pressing "Click To Confirm Application" button.
- (c) You may check your application status through on-line at <http://pgadmission-status.um.edu.my>, two months after the date of your application.

### **PAYMENT OF PROCESSING FEES:- Malaysian applicants, MYR50**

Processing fees for Malaysian applicants should be paid using Bank Transfer/Internet Banking or Telegraphic Transfer made payable to:

Payee : BURSAR, UNIVERSITY OF MALAYA  
Account No : **98905000001218**  
Bank Information : CIMB Bank Berhad  
University of Malaya  
50603 Kuala Lumpur  
Swift Code: CIBBMYKL

Any enquiries, please contact:

Telephone : 603 – 7967 4407 / 4528 / 4404 / 4623

Fax : 603 – 79566634

Email : [eapps\\_ips@um.edu.my](mailto:eapps_ips@um.edu.my)

### **GUIDELINE TO WRITE RESEARCH INTENT:**

All applicant for Master by Research, Doctor of Philosophy, Doctor of Medicine or Doctor of Management need to upload Research Intent in the on-line application system. Please follow the guideline on How To Write Research Intent.

### **REMINDERS:**

- (a) Candidates are allowed to choose up to 3 programmes for each payment of the processing fees for the same intake only.
- (b) The University of Malaya will not process any incomplete online application including those without processing fees.
- (c) We would like to informed that your application has been process based on the information and the documents provided by applicants. In case of any inaccurate or falsification of documents during the application, the university reserves the right to withdraw the offer or terminated your candidature at any time.