

INTERNATIONAL STUDENTS OFFICE (InSO)
GEOMATIKA UNIVERSITY COLLEGE

Memo
(InSO)



To : Mohammad Anwar Hyderali, Manager of marketing
Department
: ALL INTERNATIONAL STUDENT

From : Muhammad Abdillah Abdul Malek, Operational
Manager, International Student Office (InSO).

Date : 28th January 2019

Cc : Prof. Dr. Nor Yasmin Jamaludin, CEO, International Students Office.
: AP. Maminul Islam Momin, Exec. Director, International Students
Office.
: Suhana Binti Saari, Executive Academic Affairs. Academic Affairs
Department, Geomatika University College.

Subject : **VISA RENEWAL REMINDER.**


This is to inform that there is a group of student that current student visa is going to expired soon. International Students Office (Inso) would like to remind to the students that it is a compulsory for them to submit for the renewal application as early as possible to avoid problems.

Student are encourage to submit their renewal application **three (03) month** before the **visa expired**. It is to help them to manage and avoid unexpected issue for the renewal. In the same time will help students to minimize cost and time for the renewal.

Kindly contact with the agents or students since their visa will finish soon. Enclosure is the renewal memo from EMGS for your perusal.

Your considerate cooperation is highly appreciated.

Thank you.


seen!
Maminul Islam Momin

EDUCATION MALAYSIA GLOBAL SERVICES (EMGS)
27th November 2017

NOTICE ON THE PROCEDURE FOR PASSPORT SUBMISSION TO EMGS ONE-STOP CENTRE

1. PURPOSE:

- 1.1. This information is intended to provide clarification to all Education Institutions regarding the guidelines on early passport submission for renewal applications to EMGS One-Stop Centre.
- 1.2. This is to ensure that the passports for student pass renewal application can be submitted earlier by Education Institutions as per the Malaysian Immigration Department's guideline.

2. IMPLEMENTATION:

- 2.1. With immediate effect, passports for renewal application can be submitted to EMGS for student pass endorsement as early as three (3) months before the expiry of the current student pass.
- 2.2. Passports can only be submitted after the student's application has been supported and EMGS has requested for the passport to be submitted for student pass endorsement.
- 2.3. This is only applicable for renewal application for student pass.