



Student ID No. : \_\_\_\_\_

**ASIA PACIFIC UNIVERSITY COLLEGE OF TECHNOLOGY AND INNOVATION  
APPLICATION FOR APPROVAL OF STUDENT PASS/DEPENDANT PASS RENEWAL**

|  |   |
|--|---|
| <b>A Types of Application</b>  | <b>For Office Use</b>   |
| Student Pass extension <input type="checkbox"/><br>Dependant Pass <input type="checkbox"/><br>Extension of Dependant Pass <input type="checkbox"/><br>Transfer Endorsement <input type="checkbox"/>  |   |
| <b>B Student Details</b>   | <b>Checklist</b>  |
| Name : _____ Nationality : _____<br>Passport No : _____ Gender : Male <input type="checkbox"/> Female <input type="checkbox"/><br>Passport Expiry Date : _____ Student Pass (Visa) Expiry Date : _____<br>Contact No : _____                                 |   |
| <b>C Dependant Details</b>   |   |
| Name : _____ Nationality: _____<br>Passport No : _____ Passport Expiry Date: _____<br>Status : Wife <input type="checkbox"/> Husband <input type="checkbox"/> Mother <input type="checkbox"/> Daughter <input type="checkbox"/> Son <input type="checkbox"/> |   |
| <b>D Academic Details</b>  | <b>Remarks</b>  |
| Course Name : _____<br>Level of Studies: Masters <input type="checkbox"/> Degree <input type="checkbox"/> Diploma <input type="checkbox"/> Foundation <input type="checkbox"/> English (IEP) <input type="checkbox"/>  | Attendance : _____ %  |
| <b>E Finance Details</b>   | <b>Remarks</b>  |
| Fees outstanding <input type="checkbox"/> Commitment fees RM500 <input type="checkbox"/><br>Fees cleared <input type="checkbox"/> Security Deposit RM1000 <input type="checkbox"/><br>Amount need to be paid: .....  | <b>Student under SCHOLARSHIP:</b><br><br><b>Yes / No</b>  |
| <b>F Request Renewal Details</b> (Subject to approval of Malaysia Immigration Department)  |   |
| 1. Request for 6 months <input type="checkbox"/><br>2. Request for 9 months <input type="checkbox"/><br>3. Request for 12 months <input type="checkbox"/><br><br>Date : _____<br><div style="text-align: center;">.....<br/>(Senior Operation Manager)</div> | <b>MODE OF PAYMENT :</b><br><br><b>CASH / GIMS :</b><br><br><b>RM .....</b><br><br>Date : _____<br><br>Imm Dept : _____ |

- Kindly submit this form to the Admin Office and collect it 24 hours after submission.
- Students with poor attendance or results will be required to prepare an explanation letter for their poor performance to the Malaysian Immigration Department. You will also be required to get a supporting letter from the academic administrative staff.
- Please submit this form to the **International Office** together with your **original passport, results, attendance print out and payment, 1 month** prior to your visa expiry date or **1 month prior to your traveling date** (in case you need to renew your visa prior to traveling).
- **RM100 penalty will be charged for late submissions**

| FOR OFFICE USE |              |       |                       |
|----------------|--------------|-------|-----------------------|
| Received On:   | Received By: | Time: | Student Name & ID No: |

| ACKNOWLEDGEMENT OF RECEIPT OF<br>STUDENT PASS RENEWAL FORM (to be given to the student for reference) |              |       |                       |
|---|--------------|-------|-----------------------|
| Received On:  | Received By: | Time: | Student Name & ID No: |

**IMPORTANT**

Kindly collect your approved Student Pass Renewal form from the Admin office 24 hours after submission (next working day) and it is your responsibility to submit it to the International office.