



KOLEJ UNIVERSITI ISLAM ANTARABANGSA SELANGOR

الكلية الجامعية الإسلامية العالمية سelangor

INTERNATIONAL ISLAMIC UNIVERSITY COLLEGE SELANGOR

## FREQUENTLY ASKED QUESTIONS (FAQ) INTERNATIONAL STUDENTS APPLICATION/ ENROLMENT

### 1. What are the undergraduate and post-graduate programs offered by KUIS?

KUIS has complete spectrum of higher education programs ranges from foundation up to PhD level. As of today, KUIS has 5 foundation programs, 22 diplomas, 18 bachelor degrees, 2 masters and 1 PhD. Please refer to [www.kuis.edu.my/en/](http://www.kuis.edu.my/en/) for further information (In the website, look for Academic and choose relevant faculties).

### 2. What about programs accreditation?

All programs offered by KUIS have obtained full accreditation from the **Malaysian Qualifications Agency (MQA)**. For further information, please refer to [www.mqa.edu.my](http://www.mqa.edu.my)

### 3. What are the entry qualifications for international students?

KUIS practices standard entry requirement for all international students. It can be referred at [www.kuis.edu.my/en/](http://www.kuis.edu.my/en/) (In the website, look for: Admission and Programs Offered)

### 4. How to apply?

KUIS provides online application facility at [www.kuis.edu.my/en/](http://www.kuis.edu.my/en/) (In the website, look for: Admission and click Online Application. E-admission form will appear instantly).

### 5. What are the required documents to apply for Student Pass/ Visa?

KUIS **International Marketing Unit** is responsible to help applicants acquiring Student Pass. The documents required are listed below. After completing the online application form (e-admission) at [www.kuis.edu.my](http://www.kuis.edu.my), applicants are required to upload all documents online. Please ensure the documents are in PDF format.

- a. Copy of applicant's passport (all pages, including blank page). The validity of the passport must be more than one year.
- b. Copy of applicant's relevant academic and other certificates including transcripts. All must be certified as true copies by the institution issuing the document or by any commissioner for oaths.
- c. Copy of applicant's TOEFL/ IELTS result/ transcript (if applicable).
- d. Applicant's photo (passport-sized in blue background).

### 6. Are there any application fees imposed?

NO application fees imposed. Candidates can apply at any time without charges.

## 7. What is the different between Conditional Offer Letter and Unconditional Offer Letter?

**Conditional Offer Letter** is given to an applicant at preliminary stage of application. This letter is given after the applicant met all the requirements as follows:

- a. Complete the online application form at e-admission of [www.kuis.edu.my](http://www.kuis.edu.my)
- b. Upload all required documents to support the online application.
- c. Applicant's academic qualification met the minimum entry requirements as pre-determined by relevant academy/ faculty/ center of KUIS.

Whereas, **Unconditional Offer Letter** is given at the later stage of application to the applicant only after the Education Malaysia Global Services (EMGS) process is successful. For further information, please study the flow chart for international student application at [www.kuis.edu.my/en/](http://www.kuis.edu.my/en/) (In the website, look for Admission and click Application Process Flowchart for International Student).

## 8. Are there any financial loan and scholarship?

For the time being, KUIS does not provide any financial loan and/ or scholarship for International Students. KUIS is working hard to pull Waqf funds and other relevant funds to establish international student scholarship in the future. However, KUIS has obtained an approval from the State Religious Council of Selangor (MAIS) and Lembaga Zakat Selangor (LZS) to manage some zakat funds for eligible students (both local and international).

## 9. How much are the Visa Processing Fees?

As at 24 November 2014, the fees charged by KUIS are **RM2,300.00**. The details are as follows:

No.	Fees	Amount (RM)
i.	EMGS Visa Processing Fee	1,000.00
ii.	Health Insurance	500.00
iii.	Medical Check-up Fee	250.00
iv.	Student Pass	60.00
v.	Multiple Entry Visa	20.00
vi.	Special Pass	100.00
vii.	Personal Bond	10.00
viii.	Service Charge	360.00
	<b>TOTAL</b>	<b>2,300.00</b>

## 10. What is the method of payment for the visa processing fees?

Applicant can make the required payments (non-refundable) to KUIS either in Cash, Bank Draft, Cash Deposit Machine (CDM) Bank In, Online Banking or Cheque to BANK ISLAM MALAYSIA BERHAD (BIMB) account no: 120 290 100 35914 (KOLEJ UNIVERSITI ISLAM ANTARABANGSA SELANGOR).

For payment other than cash that is directly paid to the Bursary of KUIS, applicant must send the proof of payment via e-mail to [emgs.bpk@kuis.edu.my](mailto:emgs.bpk@kuis.edu.my) or fax to +603 8926 8462

**11. Is there any other fee for enrolment at KUIS?**

Successful applicants are required to come to the **New Student Registration Day** on specific date determined by KUIS. Upon registration, international students need to pay for registration fees amounted to **RM1,150.00**.

**12. What is the method of payment for the registration fees?**

The method of payment is still the same as for the visa processing fees explained above.

**13. Is part time job allowed while studying at KUIS?**

The Immigration Department of Malaysia does not allow International Student to work while pursuing undergraduate or postgraduate study in Malaysia. The students must enrol to any academic program on full-time basis.

**14. When is the application deadline for respective courses?**

KUIS practices two intakes per year i.e. June (Session I) and November (Session II). Applicants can apply at any time. The cut-off date for international students' application is TWO months before any intake. Application received after the cut-off date will be carried forward to the next intake.

**15. Is it possible for students to obtain job in Malaysia after graduating from KUIS?**

Graduates from KUIS are free to apply for working permit in Malaysia. However, the approval is solely the prerogative of the Immigration Department of Malaysia. The department will evaluate any application case by case according to Malaysian immigration rules.

**16. Is there any refund of money in case of rejected Visa?**

NO REFUND is given. The application processes to obtain Student Pass/ Visa is considered done after the Immigration Department of Malaysia announces the results.

**17. Transfer program details for international qualifications (e.g. can a student from Country X who passed the second year in Bachelor Degree in Accounting join third year Bachelor Degree in Accounting program at KUIS?)**

Credit transfer and/ or credit exemption is applicable only to current students of KUIS. Once registered as KUIS student, international students can fill up a form to apply for credit transfer and/ or credit exemption to relevant academy/ faculties/ centres. Applications are evaluated case by case.

**18. Can students without IELTS and/ or TOEFL join programs offered by KUIS?**

KUIS does not impose IELTS and/ or TOEFL as one of the entry requirements to its programs. However, KUIS highly encourages international applicants who already have such qualification to apply for admission. Fluency in English is always an advantage for the student.

### **19. What about validity of visa?**

Normally, international students will get a ONE year Student Pass. It must be renewed every year. The **International Student Development Unit** of KUIS will help the students to get a new Student Pass from the Immigration Department of Malaysia.

### **20. Is there any commission/ incentive offered to International Student Agent?**

Please send us official inquiry to the address below or e-mail to [info@kuis.edu.my](mailto:info@kuis.edu.my) KUIS will answer accordingly.

The Director  
Marketing and Communication Department (MARCOM)  
International Islamic University College Selangor  
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43000 KAJANG  
Selangor Darul Ehsan.

Best regards,

**International Marketing Unit**  
Marketing and Communication Department (MARCOM)  
International Islamic University College Selangor

Note: This FAQ is prepared on **24 November 2014**. The information provided is subject to changes without prior notice. Any update will be uploaded to [www.kuis.edu.my/en/](http://www.kuis.edu.my/en/)