

FAQs for International Degree Programme (IDP) Applicants

A. GENERAL

1. When can I start applying?

You may start applying about once the Faculty of Engineering starts advertising via social media (approximately 3-4 months prior to the intake). We presently have only two (2) intakes, i.e. September and February respectively.

2. When is the deadline for submission of applications?

The deadline for applications will be:

- a) Last week of January 2018 for February intake (one week after the A-Levels results are announced)
- b) Last week of August 2018 for September intake (one week after the A-Levels results are announced)

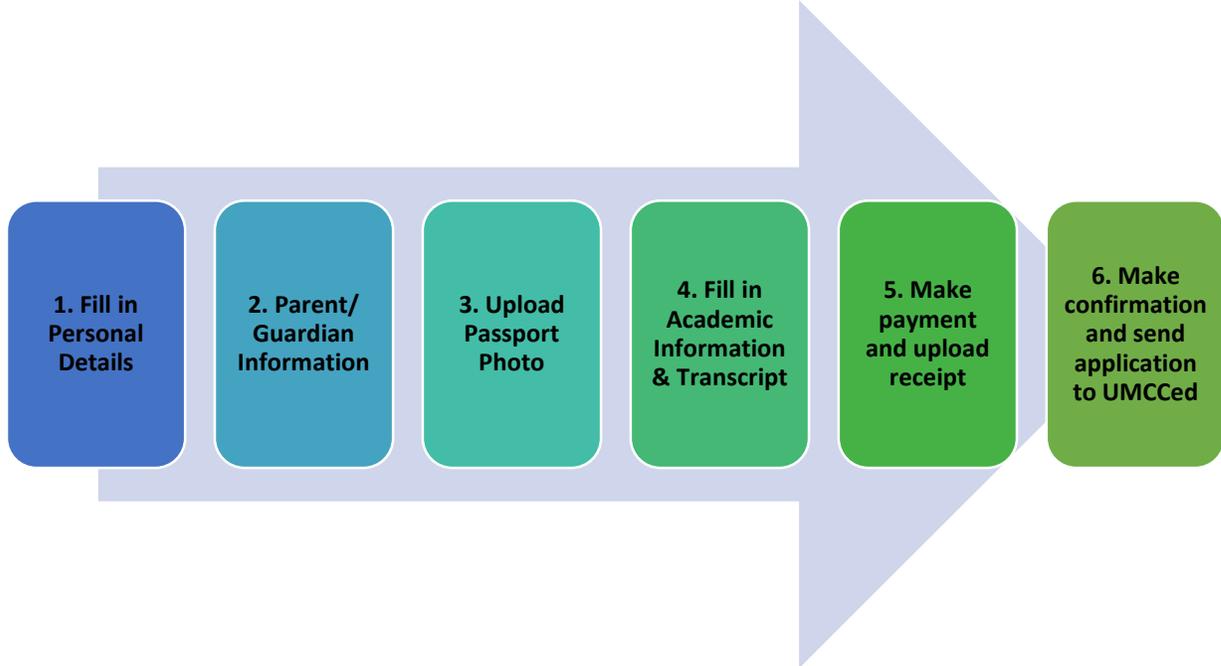
3. What are the documents needed to upload for the online application?

The documents required are:

- a) Passport photo (the size of the photo is 35mm (wide) x 50mm (length) with the background in blue and the file size of the picture should not be more than 5MB)
- b) SPM certificate – as per the General Requirements of the University, applicants must obtain a pass in SPM/equivalent with credit in Bahasa Melayu/Bahasa Malaysia or a credit in Bahasa Melayu/Bahasa Malaysia July paper and obtain a pass in Sejarah (SPM 2013 and above) and also required to obtain at least Band 3 in MUET.
- c) Pre-university qualification certificate, i.e. STPM, Matriculation/Foundation, Diploma, A-Levels, International Baccalaureate (IB), AUSMAT and other qualifications recognized by the University
- d) Malaysian University English Test (MUET) with at least Band 3. If you did obtain MUET, you will be given **one (1) academic year to complete MUET**. More information on MUET can be found on this website: <http://portal.mpm.edu.my/en/muet1>

4. What is the process flow of the online application system?

The process flow is as shown below:



5. What is the process flow after submitting the online application?

The application will be evaluated by the Faculty on whether you have met the entry requirements and you will obtain the decision (conditional offer/full offer/unsuccessful) in 10 working days.

6. How many places are allocated for the International Degree Programme (IDP)?

There are sufficient places allocated for IDP students.

B. ONLINE APPLICATION DOCUMENTS

1. What are the documents required to submit for an A-Level applicant?

- a) SPM certificate
- b) A-Levels (Advanced Levels only), the A-Levels results can be in the form of online transcript, temporary results slip or actual results slip
- c) MUET (if you have sat for the examination)
MUET is an entrance requirement to all public universities in Malaysia. Kindly refer to this website to understand more about MUET: <http://portal.mpm.edu.my/en/muet1>
Applicants must have either MUET or IELTS/TOEFL before admission to ensure that he/she can register in University English class offered to all first year students. This is also to make sure that the student has enough credits in his first year.

2. What are the documents required to submit for a STPM applicant?

- a) SPM certificate
- b) STPM results
- c) MUET (if you have sat for the examination)
MUET is an entrance requirement to all public universities in Malaysia. Kindly refer to this website to understand more about MUET: <http://portal.mpm.edu.my/en/muet1> . Applicants must have

either MUET or IELTS/TOEFL before admission to ensure that he/she can register in University English class offered to all first year students. This is also to make sure that the student has enough credits in his first year.

3. What are the documents required to submit for an IB applicant?

- a) SPM certificate
- b) IB results (can be in the form of a temporary results slip or actual results slip)
- c) Malaysian University English Test (MUET)

MUET is an entrance requirement to all public universities in Malaysia. Kindly refer to this website to understand more about MUET: <http://portal.mpm.edu.my/en/muet1> . Applicants must have either MUET or IELTS/TOEFL before admission to ensure that he/she can register in University English class offered to all first year students. This is also to make sure that the student has enough credits in his first year.

4. What are the documents required to submit for a Diploma applicant?

- a) SPM certificate
- b) Diploma results (please upload actual transcript per semester)
- c) MUET (if you have sat for the examination)

MUET is an entrance requirement to all public universities in Malaysia. Kindly refer to this website to understand more about MUET: <http://portal.mpm.edu.my/en/muet1> . Applicants must have either MUET or IELTS/TOEFL before admission to ensure that he/she can register in University English class offered to all first year students. This is also to make sure that the student has enough credits in his first year.

5. What are the documents required to submit for a Matriculation/Foundation applicant?

- a) SPM certificate
- b) Matriculation/Foundation results (please upload actual transcript per semester)
- c) MUET (if you have sat for the examination)

MUET is an entrance requirement to all public universities in Malaysia. Kindly refer to this website to understand more about MUET: <http://portal.mpm.edu.my/en/muet1> . Applicants must have either MUET or IELTS/TOEFL before admission to ensure that he/she can register in University English class offered to all first year students. This is also to make sure that the student has enough credits in his first year.

6. What are the documents required to submit for AUSMAT applicant?

- a) SPM certificate
- b) AUSMAT results
- c) MUET (if you have sat for the examination)

MUET is an entrance requirement to all public universities in Malaysia. Kindly refer to this website to understand more about MUET: <http://portal.mpm.edu.my/en/muet1> . Applicants must have either MUET or IELTS/TOEFL before admission to ensure that he/she can register in University English class offered to all first year students. This is also to make sure that the student has enough credits in his first year.

7. How do I submit my documents to the Faculty of Engineering, UM?

We do not accept any hardcopy of documents forwarded to us by hand/mail/courier. Students are required to submit ALL documents electronically via uploading the academic transcripts to the online application system.

8. If I do not have the complete list of documents, would it still be possible to proceed and apply?

Students are required to compile the entire list of documents before applying. If you do not have your final academic transcript, please do not apply until you have the final academic transcript as you have to meet the entry requirements at the time of application.

9. Do we accept forecast results?

We do not accept any forecast results, please apply only when you have received your final results.

10. When should the payment for the online application be done – after I have completed the submission of documents?

In order for your application to be processed by the Faculty, you would need to pay a processing fee of RM300.00

C. ENGINEERING PROGRAMME

1. Are the Bachelors programme offered with honours?

Our Bachelors programme is a four (4) years honours programme. The degree conferred is Bachelor of Engineering.

2. Are the engineering undergraduate programmes accredited by the Board of Engineers?

All our Bachelors of Engineering programmes are accredited by the Board of Engineers. For more details on the accreditation, please refer to the following link: <https://engine.um.edu.my/academics/bachelors-degree/accreditation>

3. How long is the duration of the degree?

The degree is for 4 years full time.

4. Do you offer degree programmes on a part time basis?

No, we don't. All degree programmes are offered on a full time basis only.

5. Will I be able to transfer credit if I am currently studying at other universities currently when I apply for the direct intake?

You must register first as a student before any credit transfer is given. Once you are a student, you must obtain a credit transfer form from our Undergraduate Office @ Level 3 and you must submit the form together with your academic transcript and full course structure to the undergraduate office for their evaluation. The transfer of credit can only be **requested/considered in the FIRST TWO weeks of the FIRST semester ONLY.**

Credit exemption can be categorized as:

- a) **Credit transfer with grade**
- b) **Credit transfer without grade**

The terms and conditions of the credit transfer with grade or without grade is detailed in the Kaedah-Kaedah Universiti Malaya (Pengajian Ijazah Pertama) under Credit Transfer.

6. Will I be offered a place based on my field of study which I have applied in the Direct Intake application?

Yes, you will be offered a place based on your chosen field of study, i.e. Mechanical, Civil, Biomedical, Electrical and Chemical. However, you are not allowed to change your field of study once an offer has been made to you.

7. Will the degree be from UMCCed or UM?

The degree will be from UM as you will be enrolled as a UM student.

D. ENTRY REQUIREMENTS

1. If I do not meet the minimum entry requirements, can I still apply for the Direct Intake?

All students wanting to study at the Faculty of Engineering must adhere to BOTH of the following:

- a) General requirements of the University i.e. a credit in BM & a pass in Sejarah and Band 3 in MUET
- b) Academic qualification requirements of the Faculty (refer to the flyer that details the entry requirements)

2. If I do not meet the general requirements of university (syarat am) – will I still be able to apply?

If you did not meet the university's entry requirements for SPM, you will be given 2 years to complete the requisite SPM papers, i.e. BM and Sejarah. If you did not meet MUET, you will be given 1 year to complete MUET with at least Band 3.

3. If my qualification is ICGSE/O-Levels and I further studied A-Levels or IB or AUSMAT, will I be able to apply?

Yes, you will be able to apply. However, during your study you must complete and obtain a credit for BM and pass for History in 2 academic years and also fulfill MUET requirements, if you did not obtain MUET. You will be terminated from the programme if you fail to comply with the requirements.

4. If I meet the entry requirements at the time of application, will I get an full offer on the spot?

If you meet all the entry requirements, a full offer will be given to you.

5. If I do not meet the English requirements currently at the time of application, i.e. MUET – can I still apply?

Yes, you may apply as you will be given one (1) academic year to complete the MUET requirements.

6. If my qualification is from IPTS, will I be eligible to apply for IDP?

We accept recognized qualifications from IPTS provided if the pre-university qualification is accredited by MQA. You can do a search and find out if your qualification is accredited by MQA through this website: <http://www2.mqa.gov.my/mqr/>

E. UPU VS. DIRECT INTAKE

1. If I have applied through UPU, should I also apply for the Direct Intake?

If you applied through UPU, we recommend that you await for your results from UPU before submitting the application for our IDP. Our closing date is normally two (2) weeks after UPU results are announced, so you still have sufficient time to apply.

2. If I have applied to UPU and also intent to put in an application to the Direct Intake, will that affect my application at either sides?

The application to IDP is independent of UPU. We do not interfere nor are we involved in the UPU selection process.

3. What if I do not get my first choice at UPU in terms of university and field of study, can I apply for Direct Intake?

If you did not get the University you wanted or the field of study, you may apply for our IDP.

4. If I have accepted the offer through IDP, can I still reject it and accept the offer from UPU?

Yes, you may decline the offer made by us and accept the UPU offer.

F. FEES STRUCTURE

1. How much are the tuition fees?

The tuition fees in total for 4 years duration is RM90,000 or RM22,500 per year (the fees are paid yearly).

2. Are there any other miscellaneous fees that I need to pay which is not inclusive in the RM90,000 cost?

There are no other miscellaneous fees, except for those wanting credit transfer/exemption, the University fees applies for the credit transfer/exemption. As per the Kaedah and Peraturan of the University, there are fines for late course registration, for dropping courses, etc.

3. Why is the cost of the fees for Direct Intake much higher than the UPU rate?

The fees is the actual cost of the programme, without any Government subsidy.

4. Is the RM90,000 inclusive of on-campus accomodation at UM?

RM90,000 is ONLY for tuition fees. On-campus accommodation is separate from the tuition fees, kindly refer to Section H (2)

G. OFFER LETTER FOR IDP

1. In what circumstances do I get a conditional or a full offer letter?

- a) You will receive a conditional offer if you have not meet either the English requirements (MUET) or general requirements of the university (credit in BM and pass in Sejarah).
- b) You will receive a full offer letter IF you have met all the entry requirements and English requirements

2. **How long will it take after I submit my application to receive the conditional/full offer letter?**
It will take about 10 working days after your application is received (after confirmation and payment of processing fees is paid) to receive your conditional/full offer letter.
3. **How long do I have from the date of the conditional/full offer to confirm that I would like to join the programme?**
You are given two (2) weeks after the offer is made to accept it. After which, you will have to pay a deposit of RM1,000 to confirm your acceptance.
4. **If I did not take the offer once it was offered, can I reapply again?**
You can re-apply again, but you would have to pay the processing fees of RM300 again.

H. ACCOMODATION

1. **Will I be granted a place to stay at the on-campus accommodation in UM for the first year?**
First year students are granted a place to stay on-campus at Kolej Kediaman 12 (KK12).
2. **What is the rental cost at the on-campus accommodation?**
The rental cost is RM6.50 per day. The rental will be paid on a semester basis (2 semesters per year). The total cost of accommodation for one (1) year will be as follows:

Academic Session 2018/2019		
Semester 1	Semester 2	Total
RM869.00	RM819.00	RM1,688.00

Kindly take note that the accommodation fees are subject to changes by the residential college

3. **How long will I be allowed to stay in UM's on-campus accommodation?**
First year students are granted to stay in the hostel. For the second to the fourth year, you would have to re-apply on a yearly basis and is subject to availability of hostel rooms. Alternatively, you can rent accommodation nearby the campus.

I. PAYMENT

1. **What are the upfront fees that I have to pay when I submit the online application?**
A processing fee of RM300.
2. **Which bank account do I bank in for the application payment?**
All payments for tuition fees and hostel accommodation are to be banked into:
Account Name : UMCCED
Name of Bank : CIMB Bank Berhad
Account Number : 8600227441
3. **What are the mediums of payment accepted for the one time application cost?**
We accept the following mediums of payment:
c) Through CIMB Clicks (CIMB Bank) or from other banks that provide Internet banking

- d) Through credit card (Visa/Mastercard) or debit cards (ATM/MEPS) at UMCCed Office, Wisma R&D during office hours ONLY. Kindly take note that for credit card payments, there will be a surcharge of 2%, whereas debit cards do not incur any surcharges.



4. Are the fees paid for the online application refundable?

All fees paid, i.e. online processing fee and deposit are strictly non-refundable.

5. If I have been granted a place through the Direct Intake and I confirm that I would be joining. However, due to unforeseen circumstances, I would not be able to join the programme – will there be a forfeit fee?

We request that you accept the offer and make a deposit payment of RM1,000 for the tuition fees within 1 week of obtaining the offer letter. If you have paid the deposit fees, you will not be entitled to any refunds.

6. When is the first payment for the first semester due?

All tuition fees are to be settled in advance prior to entering the programme. The maximum allowable duration for approximately by the first 2 weeks from the start of the first semester for each academic year. Failure to do so will result in the student being barred from adding or dropping subjects in the first two weeks of their course.

7. Do I pay on a semester basis and what is the breakdown of the fees structure for each programme?

Tuition fees are to be on an academic year basis, i.e. RM22,500 per year for 4 years. This fee of RM22,500 does not include any other university charges as stipulated in the *Kaedah dan Peraturan Universiti*.

8. Once I have accepted the offer, are there any fees that needs to be paid and how much will this be?

Once you have accepted the offer, you will need to make a deposit payment of RM1,000. This RM1,000 is part of your fees structure for the first year. If you do not take up the offer, this deposit is non-refundable.

J. SCHOLARSHIPS/PTPN

1. Are there any scholarships available for IDP?

Currently, we do not offer any scholarships for the IDP programme.

2. If my family is unable to sponsor my studies, will I be eligible to apply for PTPN loan for the direct intake?

You would need to first secure an offer letter and then proceed to PTPN to check with them if you are eligible for a PTPTN loan. Based on our findings (as a benchmark), students who applied for our IDP received approximately RM13-26K and the balance amount will have to be borne by the parents. Parents will have to pay first whilst awaiting approval of PTPTN as the monies will be credited into the

student's account once approved. For more details on your eligibility for PTPTN, kindly refer to <https://www.ptptn.gov.my/web/guest/pinjaman>

K. TECHNICAL RELATED MATTERS

- 1. I am unable to upload the qualification transcript, thus cannot complete the online application. Why?**

Please adhere to the file size requirements of 5 MB when uploading the documents. You may do so by scanning on lower resolution or taking a picture on a lower resolution to solve this issue.

- 2. I have made payment, but am unable to upload the bank receipt. Why?**

Please check the file size of your payment receipt. Lower the resolution of the picture or scanner to adhere to the 5 MB size requirements. Please email your payment receipts to enr.biz@um.edu.my

- 3. I am unable to upload the passport picture of myself. Why?**

The picture size could be too large or the picture is not a passport sized (35mm x 50mm). Ensure that your picture confines to the file size requirements.

- 4. If the system hangs while applying, will I be able to apply again?**

If the system hangs, please restart your computer and try again. Your record should be saved in the system once you keyed it in and it will be retrieved once you sign in again.

- 5. Can the system save a copy of my application, before I finally upload all the related documents required?**

The system saves at every checkpoint of the process as you fill in and upload the requisite documents.

- 6. Who do I call in the event that my online application hangs?**

Please call us at +6010-2397979 or email us at enr.biz@um.edu.my with a screenshot of the error faced and we will revert to you soonest possible.

- 7. If I do not pay the processing fees of RM300, will the online system proceed with the application?**

The system will only send your application once processing fees payment is made.