

## TAR UMT Student Exchange Programme – Fact Sheet 2024

General Information	
Name of Institution	Tunku Abdul Rahman University of Management and Technology (TAR UMT)
University Website	<a href="http://www.tarc.edu.my">www.tarc.edu.my</a>
Campus Locations	KL Campus (Main Campus) <a href="https://www.tarc.edu.my/kl/">https://www.tarc.edu.my/kl/</a>
Contact for Exchange Programme	Centre for Continuing and Professional Education (CPE) <a href="https://cpe.tarc.edu.my/">https://cpe.tarc.edu.my/</a> Tel: +6(03) 4145 0170 (Ext 3587) Mobile/ WhatsApp: +6(011) 1075 8530 E-mail: <a href="mailto:global@tarc.edu.my">global@tarc.edu.my</a> Facebook: Cpetarumtkl
Campus Facilities	Library, sport facilities (eg. gym, Olympic sized swimming pool, sports complex, tennis courts, running track), Information Technology Centre, laboratories, canteen, For more information, please visit: <a href="https://www.tarc.edu.my/dsa/index.jsp">https://www.tarc.edu.my/dsa/index.jsp</a>
Academic Information	
Website for Academic Programme	List of courses for undergraduate programmes: <a href="https://www.tarc.edu.my/admissions/programmes/programme-offered-a-z/undergraduate-programme/">https://www.tarc.edu.my/admissions/programmes/programme-offered-a-z/undergraduate-programme/</a>  List of courses for postgraduate programmes: <a href="https://www.tarc.edu.my/admissions/programmes/programme-offered-a-z/postgraduate-programme/">https://www.tarc.edu.my/admissions/programmes/programme-offered-a-z/postgraduate-programme/</a>  <i>* All courses conducted are in English except for some Nation Building courses (which will be conducted in Malaysia National Language) and other language courses (in Korea, Japanese, French etc.).</i> <i>** Applicants are advised to check with TAR UMT-CPE on available subjects to be taken for each semester before confirmation of application</i>
Academic Calendar	3 semesters per year, <b>2024</b> February Trimester: 19 February – 9 June 2024 July Trimester: 1 July – 27 October 2024 November Trimester: 18 November 2024 - 19 January 2025
Nomination & Application Deadlines	- Admission for February 2024 Trimester 15 <sup>th</sup> September 2023 - Admission for July 2024 Trimester 15 <sup>th</sup> February 2024 - Admission for November 2024 Trimester 30 <sup>th</sup> June 2024

<b>Academic Requirement</b>	<ul style="list-style-type: none"> <li>Have completed at least two academic semesters at home institution</li> <li>English Language Proficiency: TOEFL iBT 40   IELTS Band 5.0   Linguaskill 154   PTE 47 or equivalent</li> </ul> <p><i><b>*Exemption from English Language Proficiency Requirement</b></i> <i>Applicants from the countries where the native/first language is English OR where English is an official language OR the medium of instruction of the home institution programme is in English, may be exempted from the above stated TAR UMT English Language requirements. Official letter from home institution must be provided.</i></p> <ul style="list-style-type: none"> <li>GPA: 3.000 of 4 point or equivalent</li> </ul>
<b>Application Documents</b>	<p><b>Applicant must be a student from a TAR UMT partner institution.</b></p> <p><b>Required documents for Student Exchange Programme:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> A completed Student Exchange Programme Application Form</li> <li><input type="checkbox"/> A passport size photo with WHITE background (35mm x 45mm)</li> <li><input type="checkbox"/> A letter of recommendation from Home Institution to join the Student Exchange Programme with TAR UMT.</li> <li><input type="checkbox"/> A copy of official academic transcripts (in certified English translation)</li> <li><input type="checkbox"/> A copy of passport (only pages with passport information page, observation page and all VISA information)</li> </ul> <p><b>Additional documents for Student pass and Visa Application:</b></p> <ul style="list-style-type: none"> <li>Declaration of Health Status Form</li> </ul>
<b>Other Information</b>	
<b>Arrival and Orientation</b>	
<b>Airport Pickup and Send off Services</b>	<p>Please check with TAR UMT-CPE for airport transfer arrangements.</p>
<b>Recommended arrival dates</b>	<p>At least 5 working days before the commencement of the semester for visa application &amp; orientation activities.</p> <p>TAR UMT will advise suggested arrival dates once VAL is approved</p>
<b>Accommodation Options</b>	<p>Off Campus Accommodation Please contact TAR UMT – CPE for more information about off campus accommodation</p>

## Visa, Insurance & Other Information

<p><b>What kind of visa do the students need to obtain?</b></p>	<p>Exchange students will be required to apply for a Malaysian Student Visa- IM 14 (M)</p> <p>TAR UMT will assist in the application for the Student Pass. Successful applicants shall be granted an Electronic Visa Approval Letter (eVAL) to be used to enter Malaysia.</p> <p>Before arrival in Malaysia, students must use the approved eVAL to apply for a Single-Entry Visa (SEV) either <a href="#">online</a> or the nearest Malaysian Embassy/Consulate. Failure to comply will result in cancellation of Student Pass.</p> <p>The estimated costing for student visa &amp; medical insurance will be around MYR 1,600 – 3,300 depending on nationality &amp; duration of studies.</p>										
<p><b>Insurance for Exchange Student(s)</b></p>	<p>It is <b>COMPULSORY</b> for all international students to have medical insurance coverage throughout the period of study in Malaysia. All inbound exchange students will be required to purchase a medical insurance coverage advised by TAR UMT through the EMGS system during the e-VAL application process.</p> <p>Students are encouraged to purchase a suitable travel insurance plan to cover their trip to Malaysia which is not included in the medical insurance offered by EMGS.</p>										
<p><b>Estimate Cost of Living (1 month)</b></p>	<table> <tr> <th>Content</th><th>Estimated Cost</th></tr> <tr> <td>Accommodation</td><td>RM 700 – RM 900</td></tr> <tr> <td>Meals</td><td>RM 800 – RM 1000 (3 meals per day)</td></tr> <tr> <td>Transportation</td><td>TAR UMT provide free transportation service between KL main campus and nearby residential areas</td></tr> <tr> <td>Others (Entertainment, books, utilities and etc)</td><td>RM 300 – RM 500 (Depends on personal expenses)</td></tr> </table>	Content	Estimated Cost	Accommodation	RM 700 – RM 900	Meals	RM 800 – RM 1000 (3 meals per day)	Transportation	TAR UMT provide free transportation service between KL main campus and nearby residential areas	Others (Entertainment, books, utilities and etc)	RM 300 – RM 500 (Depends on personal expenses)
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<p><b>Transportation Services</b></p>	<p>TAR UMT provides free shuttle bus service between KL main campus and nearby residential areas, kindly visit the website for more information: <a href="https://www.tarc.edu.my/dsa/a/transportation/university-college-bus-service/">https://www.tarc.edu.my/dsa/a/transportation/university-college-bus-service/</a></p>										

### **Timeline for Mobility Programme Registration & Student Visa (IM14M) Application**

Item	Description	Time required	Cumulative Time
1.1	MOU/MOA Review & Signatory by both Home Institution & TAR UMT (TAR UMT require at least 2 weeks for documents to be reviewed & signed)	4-6 weeks	6 weeks
1.2	Interested students to register with Home Institution & Home Institution to shortlist suitable candidates	3 weeks	
2.1	Home institution to submit shortlisted student documents to TAR UMT for review -Student English Proficiency - Academic Subjects - Student visa (IM14M) application documents  TAR UMT to inform home institution on shortlisted candidates & programme details	4 weeks	10 weeks
2.2	TAR UMT to register mobility programme in EMGS STAR Portal.	2 weeks	
3.1	TAR UMT to issue invoice to home institution for visa & programme fees. Home institution to collect fees from confirmed students	2 weeks	12 weeks
3.2	Home institution to make payment for fees to TAR UMT <b><i>*Payment must be received by TAR UMT before eVAL application is submitted.</i></b>	2 weeks	
4.	TAR UMT to submit documents for eVAL approval ( <i>After payment is received</i> )	2 weeks	14 weeks
5.	Pre-departure briefing & application for SEV (eVisa)	Latest by 4 weeks before semester commencement	18 weeks

\*Timeline suggested based on normal working days. Delays may be expected if met with peak application period, public holidays, issues with student documents.

## Fees for TAR UMT Student Exchange Programme:

\* [Academic Calendar](#)

ADMINISTRATIVE FEES	DIPLOMA/ BACHELOR	MASTERS/ PHD
Registration & Administrative Fees	RM 770	RM 820
Facilities & Resource Fee (Per Semester)	RM 80	RM 150
Laboratory / Workshop Fee (Per Module)	RM 50	RM 50
Caution money (Refundable)	RM400	RM400
<b>Total</b>	<b>RM1,300</b>	<b>RM1,420</b>

STUDENT VISA FEES-IM 14(M)*	DIPLOMA/ BACHELOR/ MASTERS/ PHD
IM 14 (M) VISA Application Fees (Depend on duration of programme)	RM 1,100 – 1,300
Personal Bond Deposit (Depend on nationality and it is refundable)	RM 500 – 2,000
<b>Total</b>	<b>RM 1,600 – 3,300</b>

**\*Note: Subject to change as and when the fees chargeable by EMGS or Immigration Department of Malaysia are revised by the concerned authorities**

TUITION FEES PER CREDIT-INTERNATIONAL STUDENTS* <i>*Tuition fees will be exempted for first 5 students per annum from partner institutions who signed Student Exchange MOA with TAR UMT.</i>		TUITION FEE PER CREDIT (Effective June 2024)
Diploma		RM 343
Bachelor Degree		RM 470
Master / PHD (Postgraduate)		RM 535
Each module ranges from 2 – 3 credits   Minimum 2 modules each semester		
Long Semester (14 Weeks)	January/February & June/July	RM 1,375 – 9,400 / semester (Based on Diploma & Degree fees)
Maximum 20 credits/semester		
Short Semester (7 Weeks)	Oct/November	RM 1,375 - 4,700 / semester (Based on Diploma & Degree fees)
Maximum 10 credits/semester		

\*1 Malaysian Credit = 1.5 ECTS Credits

<b>ACCOMMODATION RENTAL</b> * Rental inclusive of water & electricity not exceeding RM 100.00/mth/pax ** Any excess charges beyond RM 100/mth/pax will be shared equally among occupants of the unit. *** Accommodation availability based on first-come-first-serve basis. TAR UMT will advise students selected options available before payment made..	<b>Monthly Rental</b>
Master Bedroom with air-conditioner & attached bathroom (twin sharing)	RM 850/pax
Medium Bedroom with air-conditioner & shared bathroom (twin sharing)	RM 750/pax
Small Bedroom with air-conditioner & shared bathroom (single room)	RM 900/pax
Small Bedroom with air-conditioner & shared bathroom (twin sharing)	RM 700/pax

*\*Twin Sharing rates are only applicable if the student has someone to share the room with, or, TAR UMT will arrange another student to share, or, relocate student to another room type. Otherwise, the student is required to pay the single-room rental rate.*