

INFORMATION SHEET

GENERAL INFORMATION

NAME OF INSTITUTION

Universiti Teknologi PETRONAS (UTP)

STUDENT MOBILITY OFFICE

Centre of Student Internship, Mobility & Adjunct Lectureship

MAILING ADDRESS

Centre of Student Internship, Mobility & Adjunct Lectureship,
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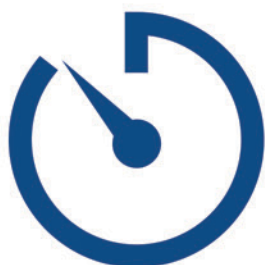
UTP LOCATION

Latitude: 4.38562

Longitude: 100.98042

The state of Perak in Malaysia map

STUDENT MOBILITY RELATED INFORMATION



DURATION

FULL SEMESTER EXCHANGE (SEP)

January Semester : Spring (US) / Summer (EU) semester

September Semester : Fall (US) / Winter (EU) semester

RESEARCH ATTACHMENT PROGRAM (RAP)

Between May-August every year (min attachment period: 8 weeks)*

SUMMER EDUCATIONAL PROGRAM (SUP)

Between May-August every year*

** Please inquire through email for applications outside official period listed
 Orientation week is mandatory for all exchange students.*



COURSES AVAILABLE

Exchange students are welcomed to join all courses under the permission that they have the right pre-requisites.

Online Course Book: <http://bit.ly/2aRurUS>



Academic Calendar: <http://bit.ly/2atj82y>

STUDENT MOBILITY RELATED INFORMATION

LEVEL OF STUDIES FOR SEP / RAP

Undergraduates
Postgraduates

LANGUAGE OF INSTRUCTION

English (all teaching, exercise and practical materials are provided in English)

COURSE REGISTRATION

Upon arrival at Universiti Teknologi PETRONAS

GRADING SYSTEM

The academic grading system adopted by UTP is as follow:

Grade	Meaning	Grade Points
A	High Distinction	4.00
A-	Distinction	3.75
B+	Good Credit	3.50
B	Credit	3.00
C+	Good Pass	2.50
C	Pass	2.00
D+	Marginal Pass	1.50
D	Unsatisfactory Pass	1.00
F	Fail	0.00

INSURANCE

- Exchange student are responsible to have their own health insurance throughout their stay in Malaysia.
- Kindly ensure the policy as well as the benefits are comprehensive enough and usable in Malaysia throughout their stay.
- As of for medical coverage, all UTP students (including registered exchange students) could seek outpatient treatments at UTP Health Center subject to current policy and procedures.
- Travel insurance is recommended during travel.

VISA

- All international students are required to apply for student pass & visa for the purpose of their stay in Malaysia.
- CSIMAL will assist students to apply for the student pass & visa.
- Students are not allowed to enter Malaysia prior to getting approval from the Malaysian Immigration Department. A Visa Approval Letter (VAL) will be issued by them and CSIMAL shall forward the VAL to students.
- International passport must be valid for a minimum of 6 months beyond the expected date of exit from the country.

ACCOMMODATION

ON-CAMPUS HOSTELS

- Offered upon request only
- Subject to availability
- Twin-sharing room with a common bathroom
- No fixed meal plan
- Air-conditioned

Cafeteria are available in each residential village with affordable price.

OFF-CAMPUS HOSTELS

- The nearest hotel: D Hotel, located 5 km from UTP.
- Website: <http://dhotel.my/>



FACILITIES & SERVICES AVAILABLE



Information Resources Center



UTP shuttle bus



Sport facilities



UTP Health Center (Klinik Che Wan)



ATM Machine (Maybank, CIMB)



Laundry service



Cafeterias



Post Box



Washing Machine & Dryer Machine (self-service)

- Orientation
- Student buddies (Global Network Club members)
- Assistance on securing on-campus accommodation
- Student visa application
- Interactive activities
- Internet Access (LAN - room, wifi - cafeteria)
- Airport-UTP pick-up (upon early request)

Note: Due to different time/day of arrivals, it is more convenient for CSIMAL to arrange the time schedule. This arrangement will be subject to early request by the students at least 1 month prior to arrival date. The students are advised to arrive within that time schedule. If the students arrived outside the time schedule, they can travel to UTP by other means of transportation.*

Internet

- Strategic areas in the campus are covered with Wi-Fi. Students may access to internet via Wi-Fi at academic complex and hostel Cafe.
- Student will need to have a valid Student ID number before they can apply for internet usage.
- Online application (internet & UTP webmail) can be made here: <http://netid.utp.edu.my/>

*Other means of transportation:

A. Train (KLIA > KL Sentral > Batu Gajah > UTP)

- KLIA > KL Sentral**
KLIA Express Train (RM55 / one way)
- KL Sentral > Batu Gajah**
Electronic Train System, ETS to Batu Gajah station (nearest to UTP) (RM34 / one way)
- Batu Gajah > UTP**
Taxi (RM30 / one way)

B. Bus (KLIA > Ipoh Amanjaya Bus Terminal > UTP)

- KLIA > Ipoh Amanjaya Bus Terminal**
Option 1: Star Shuttle Express (RM42 / one way)
Option 2: YoYo Bus (RM42 / one way)
- Ipoh Amanjaya Bus Terminal > UTP**
Taxi (RM65 / one way)

C. Taxi (KLIA > UTP)

- KLIA > UTP**
Taxi (RM350 / one way)

ESTIMATED EXPENSES

ON-CAMPUS ACCOMMODATION	:	MYR 455/month* (air-conditioned room, twin sharing)
FOOD/MEALS	:	MYR 30 per day
LOCAL TRANSPORTATION	:	MYR 30-50 per months**
BOOKS	:	Based on department requirement
PERSONAL EXPENSES	:	Depends on the usage of each students
PERSONAL TRAVEL	:	Approx. MYR 500 per month**
VISA APPLICATION FEE	:	MYR 350 (only applicable for RAP)
VISA FEES	:	MYR 500-700 (depends on country of origin)
PAYMENT / BILLING DATE	:	Upon arrival on UTP campus
MODE OF PAYMENT	:	Accommodation: Upon registration Registration fee: Not applicable

*subject to 6% GST

**depends on distance, mode of transportation & frequency of traveling

APPLICATION PROCEDURE



Please go to the link for online application:

FULL SEMESTER EXCHANGE (SEP)

<http://bit.ly/1SaWkTN>

RESEARCH ATTACHMENT PROGRAM (RAP)

<http://bit.ly/1P4yZWI>

SUMMER EDUCATIONAL PROGRAM (SUP)

<http://bit.ly/1rss2Go>

APPLICATION WINDOW

FULL SEMESTER EXCHANGE (SEP)

Admission in January 2017 Semester:

1 - 30 September 2016

Admission in September 2016 Semester

1 - 30 May 2016

RESEARCH ATTACHMENT PROGRAM (RAP)

2 months prior to start of program

Note:

Fully completed application along with all required supporting documents MUST reach CSIMAL via email within 1 week after online application.

Supporting Documents Required for SEP & RAP Application

- Transcripts of Academic Records (transcripts that are not in English must be accompanied by an official English translation.
- Certified copy of IELTS/TOEFL/other English proficiency supporting letter.
- Recommendation Letter from Academic Advisor of home university.
- Home university offer letter & Acceptance letter.
- Health & Examination Report.
- Your current Curriculum Vitae.
- Photocopy of your passport (all pages/color) in pdf format (inclusive of hard cover & all used pages)
- Copy of birth certificate (English Version)
- Passport-size photo (digital version)

REQUIREMENTS

- Enrolled as a degree student in Home University.
- Must be recommended by Academic/Mobility Advisor to undergo Student Exchange Program.
- Have completed at least one academic semester/year of study in Home University.
- Good academic standing with CGPA of 3.00 and above.
- Have good English proficiency in speaking & writing. IELTS score of 6.0 or TOEFL paper-based score of 550 or IBT score of 80. Applicants must enclose their English certification (IELTS or TOEFL) together with their application form.
- Minimum of 12 credit units and maximum of 18 credit units, subject to availability of courses and university approval.

STUDENT MATRIC CARD

Students have to apply on their own through the Security Services Department after they have received their student ID.

IMPORTANT LINKS

UTP VIRTUAL TOUR
GLOBAL NETWORK CLUB (STUDENT BUDDIES)
UTP OFFICIAL WEBSITE

<http://www.utp.edu.my/virtualtour/>
<https://www.facebook.com/GNCUTP14/>
<http://www.utp.edu.my/>