

## **DOMESTIC STUDENT PASS (NON SARAWAKIAN)**

All Non-Sarawakian (West Malaysian, Labuan and Sabahan) students must have a valid Student Pass while studying in Sarawak. Student Services Office will assist the students with the application and renewal process.

### **New Students**

The Student Pass must be applied through Student Services during the Orientation week.

You need to provide the following documents and items for the Student Pass application.

#### **Student Pass New Application**

- Passport (must be valid not less than 1 year)
- Student Pass Application Form (Borang IM.14-Pin.1/97)
- Two (2) Passport size photo
- Photocopy of Offer Letter
- Photocopy of results (New student - SPM etc, current student- academic e-record)
- Photocopy of I.C (front and back)

#### **Important!**

1. You must apply for your Student Pass **within 2 weeks after class commencement**.
2. If you wish to travel while your student pass is in process of approval by Immigration, please submit your **flight itinerary** at least **1 week before departure** to Student Services Office for submission to Immigration Office.
3. If you are transferring from another institution in Sarawak and holding a valid Student Pass, please ensure that your current Student Pass with the previous institution is cancelled before a new student pass to study in Curtin Sarawak can be issued.

### **Current Students**

The Student Pass has validity of one year or up to the duration of your studies. You must check the validity of your Student Pass in your passport to ensure that you are not overstaying in Sarawak. Student Services will help you with the renewal process.

You are required to prepare the below documents for the renewal process:

#### **Student Pass Renewal**

- Passport (must be valid not less than 6 months)
- Borang Imm.55-Pi9n.1/93 (Application For Extension of Visit Pass)
- Semester Results (please print from Moodle or OASIS)

#### **Student Pass Renewal -Overdue/After expired**

