

## NON-SARAWAKIAN NEW VISA APPLICATION CHECKLIST

(For Students from West Malaysia / Sabah)



Full Name : \_\_\_\_\_

Student ID : \_\_\_\_\_

Personal Email Address : \_\_\_\_\_

No	Required Document	Format / Notes	•
1	Offer Letter from the University	PDF copy (prepared by Swinburne)	<input type="checkbox"/>
2	IMM. 14 1/97 Form	Download: <a href="#">Borang Permohonan Pas Pelajar</a>	<input type="checkbox"/>
3	Copy of Passport / Dokumen Perjalanan Terhad (DPT)	Scan two pages side-by-side, including blank pages	<input type="checkbox"/>
4	Copy of Identity Card (both sides)	Clear colour copy	<input type="checkbox"/>
5	Passport-sized photos (White background) – 2 pcs	Submit at Visa Counter, Student HQ	<input type="checkbox"/>
6	Release Letter from Previous Institution (if previously studied in Sarawak institution)	PDF copy	<input type="checkbox"/>

Please submit the required documents to the Visa Unit by emailing to [iss@swinburne.edu.my](mailto:iss@swinburne.edu.my). A copy of the checklist and passport-sized photos must be submitted directly to the visa counter during office hours, Monday-Friday, 8:30am-5:00pm, Student HQ.

### For Visa & Insurance Unit use only

Date Received : \_\_\_\_\_

Received By : \_\_\_\_\_