

Date: 22nd May, 2025

Ref#:APU/2025/10103987/2

Student Name: PRANTIK PAUL

RE: LETTER OF OFFER - ADMISSION AT ASIA PACIFIC UNIVERSITY (APU), MALAYSIA

Course: **Bachelor of Science (Honours) in Computer Science**
Entry Level: **Level 1 (12 Months)**
Course Duration: **36 Months**
Award: **APU Award**
Intake Date: **29 September 2025**
Offer Type: **Conditional**
Condition: Meet the minimum entry requirements for the above-mentioned Programme.

Thank you for your application. We are pleased to inform you that your application for admission into **Asia Pacific University of Technology & Innovation (APU)**, for the above-mentioned programme has been approved on a **conditional basis**. In order for this offer to be converted to an unconditional offer, you will need to fulfil the minimum entry requirements for the **Bachelor of Science (Honours) in Computer Science**. We would like to congratulate you and welcome you to Malaysia and to our University.

STAGE 1: VISA APPLICATION: Please be advised that in order to confirm your enrolment and to enable the University to submit an application for your Student Visa, the Pre-Arrival Application Processing Fee of RM 2,650 (USD 620) is required immediately:

Pre-Arrival Application Processing Fees include; Visa Processing Fees by Education Malaysia Global Services (EMGS) and APU/APIIT Application & Processing Fees. This also entitles you for airport assistance and transfer to the University and accommodation upon first arrival in Malaysia. Please note that this Fee is non-refundable.

STAGE 2: PRE-ARRIVAL: Once your visa is approved, you will then need to make the following payments in order to proceed with your arrival in Malaysia and to be registered in the course.

UNDERGRADUATE COURSE FEE - (LEVEL 1, APU DEGREE PROGRAMME)

<u>TYPE OF FEE PAYMENT</u>	<u>AMOUNT DUE</u>	
	Full Year	Semester
Course Fees	RM 33,600 (USD 7,815)	1 st - RM 17,500 (USD 4,070)
		2 nd - RM 17,500 (USD 4,070)
Post-Arrival Application Processing Fee	RM 1,500 (USD 350)	
Registration & Administrative Fees	RM 5,000 (USD 1,165)	
Library Deposit (Refundable)	RM 500 (USD 120)	
Personal Bond Deposit (Refundable)	RM 1,000 (USD 235)	
Grand Total	RM 41,600 (USD 9,685)	RM 25,500 (USD 5,940) 1 st Semester Only
Payments Due Date	22 Sep 2025	

Post-Arrival Application Processing Fees include; post-arrival processing fee, EMGS medical check-up in Malaysia,

Medical Insurance for a year, i-Kad (International Student Card issued by Immigration Malaysia) charged to ALL International students in Malaysia, Electronic Visa Approval Letter (eVal), and the Student Pass Fees for one-year. Please note that this Fee is non-refundable once the Student Pass Visa Approval Letter (VAL) has been issued by EMGS.

APU-DMU DUAL DEGREE PROGRAMME

APU's partnership with De Montfort University (DMU) UK enables students to be awarded Dual Awards - separate degree certificates from each institution – and enhances not just teaching and learning experiences, but also career prospects. Upon graduation, students will receive **2 Degree Certificates & Transcripts: 1 from APU, Malaysia and 1 from DMU, UK.**

Additional Fee of GBP 425 per Level is payable should you opt for the Dual Degree Award scheme with De Montfort University, UK. This is payable upon commencement of each Level of Study. Non-payment at Commencement will result in the student not being registered at the De Montfort University (DMU). Payment can be made either in GBP Cash or USD / RM equivalent (at the prevailing exchange rate available at the APU/APIIT Cashier).



Please make all payments by crossed cheques or Banker's Draft payable to **ASIA PACIFIC UNIVERSITY SDN BHD** or transfer as below.

Account Details:

A/C Name: ASIA PACIFIC UNIVERSITY SDN BHD

USD A/C No: 714413-000532 (If paying in USD)

RM A/C No: 514413-500658 (If paying in RM)

Swift Code: MBBEMYKL.

Bank Address:

MALAYAN BANKING BERHAD

Maybank Pavilion Bukit Jalil C-1-1,

Pusat Perdagangan Bandar Bukit Jalil 7,

Bukit Jalil, Kuala Lumpur, 57000, Malaysia

International Payment using Flywire

Asia Pacific University (APU) has partnered with Flywire, to provide you with an easy and secure method of paying from overseas. International payments can be made using Flywire. Flywire allows you to pay securely from banks worldwide offering competitive foreign exchange rates and no hidden fees. Depending on your home country, payment options can include local bank transfer, credit card, e-payments, e-wallets, and more. To make your payment, go to <https://apu-my.flywire.com>

Please send us the scanned copy of your transfer details stating with your Student Name and Sender Name (Sender Bank Account) for verification and email to bursary@apu.edu.my and imaan@apu.edu.my for verification.

FEES & REFUND POLICY: (PLEASE READ CAREFULLY)

- Please note that the Application, Processing, Registration & Administration Fees for International Students are STRICTLY NON-REFUNDABLE once the offer has been accepted.
- Students are required to pay ALL FEES BEFORE ARRIVAL by the respective due dates indicated above.
- Students will not be permitted to check-in into our University managed accommodation without the payment of all required fees and associated deposits indicated above.
- Course fee payments made are NON-REFUNDABLE except if the student visa is refused by EMGS/ Immigration. All Fees paid are NON-REFUNDABLE under any circumstances once the visa is approved or after the student has commenced studies at any level, including Intensive English, Diploma, Certificate, Foundation Programme and Bachelor's Degree Programmes. This includes students who do not qualify for enrolment into the course approved in the Visa Approval Letter (VAL) due to not achieving the required English competency.
- All fees are payable in Ringgit Malaysia (RM). USD fees are only indicative amounts based on the current exchange rate, and do not take into account any fluctuations in the currency exchange rate.

IMPORTANT INSTRUCTIONS ON MALAYSIAN GOVERNMENT ENGLISH PROFICIENCY REQUIREMENTS **(PLEASE ENSURE THAT YOU READ AND UNDERSTAND THIS FULLY)**

As English is the medium of instruction for all programmes at APU, you are required to provide certified evidence of your

competency in the English Language as specified for your programme of study, particularly if English was not the medium of instruction in your past education. This is an essential requirement, and the University reserves the right to assess your competency using our English Placement Test to establish the extent of further development required through the APU Intensive English Programme, which must be completed prior to commencement of your intended Course of study.

Please be advised that, should you be required to enrol for the Intensive English Programme, an additional fee of RM 2,650 (USD 620) will be payable for each Level (1 month) to a maximum of 7 levels.

APU RESIDENCE – YOUR HOME AWAY FROM HOME:

APU provides various accommodation options at APU on-campus residence within its state-of-the-art campus in Technology Park Malaysia, or at APU off-campus residence at a number of apartment buildings close to the campus with free shuttle bus service. The room options includes single and twin-sharing basis. While various room types are available, selection of room types are strictly subject to availability, on a first-come first-served basis.

We must receive the completed APU Residence Form 6-8 weeks prior to your arrival in order to help you secure the accommodation. Upon confirmation of your room availability, the rental payment with the applicable deposit must be paid to confirm your room. The monthly rates may vary (refer to Residence Form) per month depending on the type of accommodation room selected. Please note that you will be required to stay at the APU Residence for a minimum tenancy period of 4 months.

ESSENTIAL INSTRUCTIONS REGARDING YOUR ARRIVAL IN MALAYSIA:

1. You are strongly advised to arrive in Malaysia **at least one week** before the intake commences to avoid missing the **Orientation Programme** and **International Student Briefing**, which are essential to ease your adjustment in Malaysia and to the University. **IMPORTANT: You will not be permitted to join the class if you arrive more than 2 weeks after the course has commenced.**
2. **It is very important that you notify us of your arrival plans at least one week in advance**, as it is a mandatory Immigration requirement that University personnel are present to receive you at the airport.
3. **Post-Arrival Medical Screening in Malaysia** - All Students are required by Immigration Regulations to undergo compulsory Post-Arrival Medical Screening in Malaysia. This needs to be carried out at one of the Clinics authorised by EMGS within 7 days after arrival in Malaysia. The University will guide you in this regard after your arrival in Malaysia. APU has an EMGS Panel Clinic on-campus and Medical Screening can be done Monday-Friday at APU On-Campus Clinic. If you do not Pass this Medical Screening, your Student Visa will not be endorsed and you will need to return to your country immediately. You are advised to ensure that you are in good health prior to departure. Please refer to the Medical Screening Guidelines here at <https://visa.educationmalaysia.gov.my/guidelines/medical-screening.html> for more details.

BEFORE YOUR ARRIVAL:

Before coming to Malaysia, please ensure that:

1. You do not enter Malaysia as a tourist/visitor while your Student Visa Application is under process of EMGS/Immigration. This may delay/reject your application.
2. Do NOT purchase your flight ticket until your Visa Approval Letter (VAL) is issued. Visa Process takes approximately 3 weeks after you have submitted complete documents of your visa application together with the Stage-1 Payment of Pre-Arrival Application Processing Fee of RM 2,650 (USD 620). You can check the process of your visa application at <https://visa.educationmalaysia.gov.my/emgs/application/searchForm/>.
3. You arrive with a valid approved Student Visa Approval Letter (VAL) and have obtained the Single Entry Visa (SEV) from the Malaysian Embassy/Consulate. Malaysian Immigration regulations do not allow you to enter the country without an approved Student Visa Approval Letter (VAL) and Single Entry Visa (SEV) with the VAL reference number if you intend to study in Malaysia. You will be deported by Immigration Authorities upon arrival if you do not have an approved Student Visa. Please ensure you check on Single Entry Visa (SEV) requirements of your Nationality at <https://visa.educationmalaysia.gov.my/guidelines/sev-required-countries.html>

4. All required **Fees** have been paid by the due dates mentioned above and before your arrival in Malaysia.
5. It is mandatory for all international students to enter Malaysia before the expiry of the VAL since the VAL is issued with six (6) months validity, which is sufficient for international students to enter the country. Please do ensure you check your intake date; and only arrive 2 weeks before the intake commencement. Even if the student has obtained a valid Single-Entry Visa (SEV) but entered Malaysia after the expiry date of the VAL the Malaysian Immigration Department may not proceed with the student pass endorsement. If you e-VAL has expired, you will need to re-apply the visa as a new application and obtain a new e-VAL.
6. In order to facilitate and expedite your airport pick-up, immigration clearance and transfer to the accommodation, you must notify us at least 7 (seven) days prior to your arrival in Malaysia. This is necessary for us to facilitate accommodation arrangements and airport pick-up. The University will not be held responsible for any problems encountered at Immigration upon arrival should you not inform us of your arrival details in advance. You are required to furnish us with details of your date and time of arrival in Kuala Lumpur, flight number and also the number of luggage. Please email us with the arrival details at arrivals@apu.edu.my at least 7 (seven) days prior to your arrival. You may also be subjected to additional charges for late notification of arrival.
7. You receive an **acknowledgement from us** confirming your arrival details prior to your departure.

VISA EXPIRY AND RENEWAL:

Please also note that your Student Visa is subject to annual renewal based on the expiry date indicated on the Visa Approval. It is your responsibility to take note of this Expiry Date, and ensure that you submit your Passport to the University's Visa Processing Office as well as fulfil all conditions for renewal at least 3 months in advance, failing which your Visa may not be renewed by Malaysian Immigration authorities.

Overstaying (i.e. staying in Malaysia beyond the validity of your Visa) is a very serious offence, and you will be subjected to severe penalties imposed by the Immigration Authorities should you overstay, even for a single day.

PROFESSIONAL CODE OF CONDUCT & ETHICS AT APU:

APU has an established reputation as a University that emphasises on students' development and transformation into highly employable professionals. In order to achieve this, it is important that we receive the cooperation of the entire student community in maintaining a healthy professional working atmosphere. This starts with all students being required to project the right image at all times. In this regard, all students of APU adhere to a dress code policy that prohibits the wearing of jeans, t-shirts, slippers, as well as provocative or immodest attire. Also, only English is the main language spoken in and around the campus, as this will ensure that you continuously enhance your proficiency. Smoking and Vaping on campus (including student residence) is an offence under Malaysian Law, and is strictly prohibited. These and other guidelines within the Professional Code of Conduct are implemented to prepare yourself well for your future role as a professional in the workplace.

You may also want to bring some traditional dress from your country for festivals and/or special occasions or even just to remind you of home. We celebrate many international or multicultural celebrations at our Campus.

ACCEPTANCE OF THE LETTER OF OFFER:

Together with your acceptance of this offer, please furnish us with the following for us to commence your Visa application: The Stage-1 Payment of Pre-Arrival Application Processing Fee of RM 2,650 (USD 620).

- Passport-sized photograph with WHITE background (35mm x 45mm). Please read the guidelines here at <https://visa.educationmalaysia.gov.my/guidelines/passport-photo-guidelines.html> for more details.
- Copy of ALL pages of passport, including blank pages. Passport must be valid for at least 24 months from the Intake Date.
- Academic and other certificates certified as a true copy by the institution issuing the document or a by a Commissioner of Oaths, Notary Public or lawyer. (Please ensure that your name and date of birth as indicated in the academic transcripts/certificates is identical to the details in your passport). If the language of your academic

transcript/certificate is not in English, we will require you to submit the certified translated copies together with the original copies for visa application.

- No-Objection Certificate (NOC) or Letter of Eligibility (LOE) is only required if the student is from Oman, Sudan or Iran respectively. This document must be applied for by the institution. For Sudanese students, the letter can only be collected from the Sudanese Embassy in Kuala Lumpur by the institution representatives. For Iran and Oman, the NOC / LOE will be sent directly to EMGS to be updated in the student's VAL application.
- Health Declaration Form signed by the student. **You are advised to ensure that you are in good health prior to departure to Malaysia.** APU recommends that all students attend the Pre-arrival Medical screening to ensure that they are in good health. You can download the **Health Declaration Form** from [https://visa.educationmalaysia.gov.my/media/docs/Lampiran B - Health Declaration Form For Applicant.pdf](https://visa.educationmalaysia.gov.my/media/docs/Lampiran_B_-_Health_Declaration_Form_For_Applicant.pdf)
- Any other requirements/documents as required by the University in support of your visa application.

Please note that **International Students are not allowed to change the course of study**, once the visa has been applied. International Students are required to re-apply for a new Student Pass (Visa) should they decide to change the programme.

Living costs to study in Malaysia is relatively affordable compared to other countries. This is a major advantage for international students when choosing to study in Malaysia. Estimated living cost is RM 1,600 - RM 2,000 (approx. USD 400-USD 500) per month depending on the living lifestyle of the students.

Please find attached the Fees Guide and APU Residence Form for your reference. Please do take the time to read the above information carefully.

We look forward to welcome you in Malaysia and at our University. Please feel free to contact me for further assistance.

Thank you for your kind attention.

Yours sincerely,



Imaan Rojoa

Student Services Executive - International Office

Email: imaan@apu.edu.my

Note: This offer is only valid once your student visa application is approved by the Immigration Department of Malaysia. This offer letter is only valid for 30 days from the date of issuance.

CC: Muhammad Anis Ur Rehman - Senior Manager, International Office