

# **GUIDELINE FOR INTERNATIONAL STUDENTS COMING AND RETURNING BACK TO UNIVERSITI PUTRA MALAYSIA SERDANG CAMPUS SEMESTER 2 2020/2021**

## **1. Introduction**

The government of Malaysia has announced that all international students except those from the United Kingdom may enter into Malaysia to further their studies in their respective educational institutions. However due to the current situation of Covid-19 pandemic, education institutions in Malaysia need to plan and develop necessary measures in order to prevent the spread of Covid-19.

## **2. Objective**

This guideline clarifies procedures for international students coming and returning back to Universiti Putra Malaysia Serdang Campus to further their studies in Semester 2 2020/2021.

## **3. Returning to UPM Serdang Campus**

- a. Effective 1<sup>st</sup> January 2021, all international students (except from the United Kingdom) may proceed to enter Malaysia to continue their studies. However, holders of dependant pass are still not allowed to enter Malaysia.
- b. Universiti Putra Malaysia Senate, in its 686th meeting on 11 February 2021 agreed to allow students from certain admission cohorts/programmes to return to UPM Serdang campus for hybrid teaching and learning activities beginning 22 March 2021.
- c. Undergraduate students, Master's by coursework students from certain admission cohorts/programmes as listed in Appendices 1A and 1B are allowed to return to UPM Serdang campus for hybrid teaching and learning activities.
- d. PhD and Master's by research mode students who need to return to campus are required to submit an application via the Dean/Director for the Deputy Vice Chancellor (Academic and International)'s consideration and approval.
- e. Students who need to return to campus but their programmes and admission cohorts are not listed in Appendices 1A and 1B, and require accommodation on campus, may submit their applications to the Housing and Placement Division, Office of Deputy Vice Chancellor (Student Affairs and Alumni) from 26 – 28 February 2021 for consideration and approval. All applications or queries can be addressed

to Mr. Mohamed Shukri bin Mohamed Noor at [bppupm@upm.edu.my](mailto:bppupm@upm.edu.my) or call to this number +603-9769 1316.

#### 4. Travelling to Malaysia

- a. All travelling students must obtain e-Val and Travel Authorization from EMGS prior travelling.
- b. As part of the e-VAL application process, students must submit a 'Declaration of Accommodation' and 'Declaration for Commencement of Online Classes' (applicable only for eVAL application that has been submitted prior to 1st January 2021) to EMGS. (i-PUTRA office will provide the letter upon request from the students)
- c. Prior to travelling all international students has to fill and sign the Letter of Undertaking and Indemnity (LoU).
- d. Students are required to undergo the RT-PCR Covid-19 Test three (3) days before travelling to Malaysia.
- e. Upon arrival students have to comply with the ruling of mandatory quarantine of seven (7) or ten (10) days and will placed at a quarantine centre provided by the government of Malaysia.
- f. All fees imposed by the government of Malaysia including the Covid-19 detection test, quarantine cost, and hospital admittance fee (if required) must be borne by the international student.

<b>CHARGES FOR COVID-19 SCREENING TEST AT INTERNATIONAL ENTRY GATE &amp; MOH FACILITY</b>	
COVID-19 SCREENING TEST	FEE (RM)
RT-PCR	250
RTK ANTIGEN	120
<b>QUARANTINE COST</b>	
ACCOMODATION/OPERATIONAL COST	FEE (RM)
Accommodation Cost (RM150.00/day)	1,500 (10 days of quarantine)
	1,050 (7 days of quarantine)
Fixed Charges (Quarantine Station Operations)	2,600

- g. All of UPM's international students are required to fill up the 'UPM International Student Update on Quarantine Placement Upon Arrival' form once they have checked-in at the Quarantine Centre. (The form can be obtained from Appendix 2). The i-PUTRA office will use this information to arrange for pick up and placement at a temporary location at one of the university residential college (only available upon request). Transport arranged by BHEP/University Officials from Quarantine Centre to UPM/student existing residential is free of charge, however, should the student need a temporary place at the university residential college a standard fees apply. Please note, this transport service is only from 1 March 2021 - 21 March 2021.

- h. Students are required to download the MySejahtera app to complete all the required information three (3) days prior to the arrival date.
- i. Students who are still in the home country and the Student Pass is expired may proceed to study online or apply for Travel Authorization Form to enter Malaysia and submit for Student Pass Renewal Application.
- j. Further information or updates regarding the Standard Operating Procedures (SOP) on Entry of International Students to Malaysia be referred through Appendix 2.

## **5. Students Currently in Malaysia**

Students who are currently in Malaysia and the Student Pass will be or nearly expires may apply for Renewal Application and submit it to Putra International Center (i-PUTRA) by appointment

## **6. Standard Operation Procedures**

Note that only students who are healthy and are not classified as Person Under Investigation (PUI) are allowed to return to campus. All students are required to comply with the SOPs set by the National Security Council and the Ministry of Health Malaysia as well as all other regulations prescribed by UPM.

Any changes in UPM's guidelines as a result of amendments in government policies and regulations during the pandemic will be updated when necessary.

Thank you.

Prof. Ts. Dr. M. Iqbal Saripan  
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22 February 2021 | 10 Rejab 1442H

**LAMPIRAN 1B**  
**APPENDIX 1B**

**SENARAI PROGRAM & KOHOT PROGRAM MASTER SECARA KERJA KURSUS YANG AKAN KEMBALI KE UPM SERDANG SECARA BERPERINGKAT MULAI 6  
MAC 2021**

**LIST OF MASTER'S BY COURSEWORK PROGRAMMES & ADMISSION COHORT WHICH WILL RETURN TO UPM SERDANG IN STAGES BEGINNING 6 MARCH  
2021**

<b>FAKULTI FACULTY</b>	<b>Program Pengajian Programmes of Study</b>	<b>Kohot Kemasukan Admission Cohort</b>	<b>Anggaran Bilangan Pelajar Estimated Number of Students</b>
Fakulti Pertanian <i>Faculty of Agriculture</i>	Master Pengurusan Sumber Tanah <i>Master of Land Resource Management</i>	Sem 1 - 2020/2021	1
Fakulti Pertanian <i>Faculty of Agriculture</i>	Master Pengurusan Sumber Tanah <i>Master of Land Resource Management</i>	Sem 2 - 2020/2021	20
Fakulti Pertanian <i>Faculty of Agriculture</i>	Master Pengurusan Perladangan <i>Master of Plantation Management</i>	Sem 2 - 2020/2021	10
Fakulti Perhutanan dan Alam Sekitar <i>Faculty of Forestry and Environment</i>	Program Master Alam Sekitar secara maya <i>Master of Environment is conducted online</i>		
Sekolah Perniagaan & Ekonomi <i>School of Business and Economics</i>	Semua program Master secara Kerja Kursus secara maya <i>All Master's by Coursework programmes are conducted online</i>		
Fakulti Bahasa Moden & Komunikasi <i>Faculty of Modern Languages and Communication</i>	Semua program Master secara Kerja Kursus secara maya <i>All Master's by Coursework programmes are conducted online</i>		
Fakulti Pengajian Pendidikan <i>Faculty of Educational Studies</i>	Master Pendidikan Bimbingan & Kaunseling <i>Master of Guidance and Counselling</i>	Sem 2 2020/2021 Pelajar Sem 1	15 (CPE5200 3(2+1))
Fakulti Pengajian Pendidikan <i>Faculty of Educational Studies</i>	Master Pendidikan Bimbingan & Kaunseling <i>Master of Guidance and Counselling</i>	Sem 1 2020/2021 Pelajar Sem 2	26 (CPE5200 3(2+1) CPE5400 3(2+1))

Fakulti Pengajian Pendidikan <i>Faculty of Educational Studies</i>	Master Pendidikan Bimbingan & Kaunseling <i>Master of Guidance and Counselling</i>	Sem 2 2019/2020 Pelajar Sem 3	17 (CPE5400 3(2+1) CPE5801 3(1+2))
Fakulti Pengajian Pendidikan <i>Faculty of Educational Studies</i>	Master Pendidikan Bimbingan & Kaunseling <i>Master of Guidance and Counselling</i>	Sem 1 2019/2020 Pelajar Sem 4	6 (CPE5801)
Fakulti Pengajian Pendidikan <i>Faculty of Educational Studies</i>	Program Master secara Kerja Kursus yang lain secara maya <i>Other Master's by Coursework programmes are conducted online</i>		
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Inovasi dan Reka Bentuk Kejuruteraan <i>Master of Innovation and Engineering Design</i>	Sem 1 - 2019/2020	9
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Inovasi dan Reka Bentuk Kejuruteraan <i>Master of Innovation and Engineering Design</i>	Sem 2 - 2019/2020	3
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Lebuhraya dan Pengangkutan <i>Master of Highway and Transportation Engineering</i>	Sem 2 - 2019/2020	9
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Lebuhraya dan Pengangkutan <i>Master of Highway and Transportation Engineering</i>	Sem 1 - 2019/2020	7
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Penderiaan Jauh dan GIS <i>Master of Remote Sensing and GIS</i>	Sem 2 - 2019/2020	3
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Penderiaan Jauh dan GIS <i>Master of Remote Sensing and GIS</i>	Sem 1 - 2019/2020	6
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Struktur dan Pembinaan <i>Master of Structural Engineering and Constructions</i>	Sem 2 - 2019/2020	12
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Struktur dan Pembinaan <i>Master of Structural Engineering and Constructions</i>	Sem 1 - 2019/2020	9
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Air <i>Master of Water Engineering</i>	Sem 2 - 2019/2020	3

Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Air <i>Master of Water Engineering</i>	Sem 1 - 2019/2020	7
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Perancangan dan Respons Kecemasan <i>Master of Emergency Responses and Planning</i>	Sem 2 - 2019/2020	4
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Perancangan dan Respons Kecemasan <i>Master of Emergency Responses and Planning</i>	Sem 1 - 2019/2020	4
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Alam Sekitar <i>Master of Environmental Engineering</i>	Sem 2 - 2019/2020	7
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Alam Sekitar <i>Master of Environmental Engineering</i>	Sem 1 - 2019/2020	21
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Pengurusan Teknologi Alam Sekitar <i>Master of Environmental Technology Management</i>	Sem 2 - 2019/2020	1
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Pengurusan Teknologi Alam Sekitar <i>Master of Environmental Technology Management</i>	Sem 1 - 2019/2020	3
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Keselamatan Proses dan Pencegahan Kehilangan <i>Master of Process Safety and Loss Prevention</i>	Sem 2 - 2019/2020	17
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Keselamatan Proses dan Pencegahan Kehilangan <i>Master of Process Safety and Loss Prevention</i>	Sem 1 - 2019/2020	12
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Komunikasi <i>Master of Communication Engineering</i>	Sem 2 - 2019/2020	10
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Komunikasi <i>Master of Communication Engineering</i>	Sem 1 - 2019/2020	13
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Sistem Pembuatan <i>Master of Manufacturing Systems Engineering</i>	Sem 2 - 2019/2020	12

Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Kejuruteraan Sistem Pembuatan <i>Master of Manufacturing Systems Engineering</i>	Sem 1 - 2019/2020	15
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Pengurusan Kejuruteraan <i>Master of Engineering Management</i>	Sem 2 - 2019/2020	25
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Master Pengurusan Kejuruteraan <i>Master of Engineering Management</i>	Sem 1 - 2019/2020	33
Fakulti Kejuruteraan <i>Faculty of Engineering</i>	Kohot lain adalah secara maya <i>Other cohorts are conducted by online</i>	Sem 1 - 2019/2020	33
Fakulti Sains <i>Faculty of Science</i>	Master Biologi Tropika <i>Master In Tropical Biology</i>	Sem 1 2020/2021	1
Fakulti Sains <i>Faculty of Science</i>	Master Analisis Kimia <i>Master In Analytical Chemistry</i>	Sem 1 2020/2021	3
Fakulti Sains dan Teknologi Makanan <i>Faculty of Food Science and Technology</i>	Semua program Master secara Kerja Kursus secara maya <i>All Master's by Coursework programmes are conducted online</i>		
Fakulti Rekabentuk dan Senibina <i>Faculty of Design and Architecture</i>	Master Seni Bina Landskap <i>Master of Landscape Architecture</i>	Sem 2 2020/2021	20
Fakulti Rekabentuk dan Senibina <i>Faculty of Design and Architecture</i>	Master Seni Bina <i>Master of Architecture</i>	Sem 1 2019/2020	35
Fakulti Rekabentuk dan Senibina <i>Faculty of Design and Architecture</i>	Master Seni Bina <i>Master of Architecture</i>	Sem 1 2020/2021	32
Fakulti Rekabentuk dan Senibina <i>Faculty of Design and Architecture</i>	Master Pengurusan Landskap Lestari <i>Master of Sustainable Landscape Management</i>	Sem 1 2020/2021	14
Fakulti Rekabentuk dan Senibina <i>Faculty of Design and Architecture</i>	Master Reka Bentuk Bandar Tropika <i>Master of Tropical Urban Design</i>	Sem 1 2020/2021	5
Fakulti Sains Komputer dan Teknologi Maklumat <i>Faculty of Computer Science and Information Technology</i>	Semua program Master secara Kerja Kursus secara maya <i>All Master's by Coursework programmes are conducted online</i>		

**STANDARD OPERATING PROCEDURES (SOP) ON ENTRY OF  
INTERNATIONAL STUDENTS TO MALAYSIA**

**A. Pre-Arrival Process for New Students**

1. Once the Immigration Department of Malaysia has approved the eVAL, the eVAL and the Travel Authorization will be auto-generated and made available for download through EMGS Website. The Travel Authorization can be downloaded from the following link below:-  
<https://visa.educationmalaysia.gov.my/emgs/application/searchForm/>
2. Download, fill and sign the Letter of Undertaking and Indemnity (LOU) and obtain the travel notice from the nearest Malaysian Mission office. This form is available for download on the following link below:-  
<https://visa.educationmalaysia.gov.my/guidelines/travel-authorisation-form-base.html>
3. Students from countries that requires Single-Entry Visa (SEV) to enter Malaysia are required to submit their SEV application to the nearest Malaysian Mission office.
4. Students are required to undergo the RT-PCR Covid-19 Test three (3) days before travelling to Malaysia. The RT-PCR Covid-19 test result must be translated in ENGLISH so that the respective authorities in Malaysia can inspect it.
5. Students to complete the online payment for the quarantine and the Covid-19 Screening Test through MySafeTravel ([www.safetravel.myeg.com.my](http://www.safetravel.myeg.com.my)) / MyQr application by MyEG ([www.myeg.gov.my](http://www.myeg.gov.my)) and provide the payment slip at the international entry point upon arrival.
6. Students are required to download the MySejahtera app from the iOS App Store, Google Play Store or Huawei AppGallery to complete all the required information three (3) days prior to the arrival date.

**B. Pre-Arrival Process for Existing Students**

7. All existing students that intend to enter Malaysia must submit their Travel Authorization application through the EMGS website. Once it is approved, Travel Authorization will be made available for download through EMGS Website. The Travel Authorization can be downloaded from the following link below:-  
<https://visa.educationmalaysia.gov.my/emgs/application/searchForm/>
8. Download, fill and sign the Letter of Undertaking and Indemnity (LOU) and obtain the travel notice from the nearest Malaysian Mission office. This form is available for download on the following link below:-  
<https://visa.educationmalaysia.gov.my/guidelines/travel-authorisation-form-base.html>



9. Students are required to undergo the RT-PCR Covid-19 Test three (3) days before travelling to Malaysia. The RT-PCR Covid-19 test result must be translated in ENGLISH so that the respective authorities in Malaysia can inspect it.
10. Students to complete the online payment for the quarantine and the Covid-19 Screening Test through MySafeTravel ([www.safetravel.myeg.com.my](http://www.safetravel.myeg.com.my))/MyQr application by MyEG ([www.myeg.gov.my](http://www.myeg.gov.my)) and provide the payment slip at the international entry point upon arrival.
11. Students are required to download the MySejahtera app from the iOS App Store, Google Play Store or Huawei AppGallery to complete all the required information three (3) days prior to the arrival date.

### **C. Post-Arrival Process For New & Existing Students**

12. International Students will only be allowed to enter Malaysia via KLIA and KLIA 2 entry points. International Students that attempt to enter Malaysia from other entry points will be denied entry and may risk being deported to their country of origin.
13. Students are required to comply with the mandatory quarantine for seven (7) or ten (10) days upon arrival to Malaysia before continuing their studies. This is subject to them furnishing their RT-PCR Covid-19 test results at the international arrival gate. International students that are not able to provide RT-PCR Covid-19 test results or if the test results are not valid/acceptable by Ministry of Health, the students will be subjected to a quarantine period of ten (10) days.
14. Kindly note that all fees imposed by the Government of Malaysia including the Covid-19 detection test, quarantine cost, and hospital admittance fee (if required) must be borne by the international student.

<b>CHARGES FOR COVID-19 SCREENING TEST AT INTERNATIONAL ENTRY GATE &amp; MOH FACILITY</b>	
COVID-19 SCREENING TEST	FEE (RM)
RT-PCR	250
RTK ANTIGEN	120
<b>QUARANTINE COST</b>	
ACCOMODATION/OPERATIONAL COST	FEE (RM)
Accommodation Cost (RM150.00/day)	1,500 (10 days of quarantine)
	1,050 (7 days of quarantine)
Fixed Charges (Quarantine Station Operations)	2,600

15. During the Quarantine Period, students will be subjected to undergo:
  - RT-PCR/RTK Ag COVID-19 swab test on the 5th day of the quarantine period (For those that are subjected to a quarantine period of seven (7) days)

- RT-PCR/RTK Ag COVID-19 swab test on the 8th day of the quarantine period (For those that are subjected to a quarantine period of ten (10) days)
16. Once the quarantine period is completed, students will be issued with a Release Order by the National Disaster Management Agency (NADMA).
17. All of UPM's international students are required to fill up this form <https://forms.gle/fGDBuBCeoMTGSCGD7> once they have checked-in at the Quarantine Centre. i-PUTRA will use this information to arrange for pick up and placement at a temporary location at one of the university residential college (only available upon request). Transport arranged by Student Affairs Division/University Officials from Quarantine Centre to UPM/student existing residential is free of charge, however, should the student need a temporary place at the university residential college a standard fees apply. **Please note, this transport service is only from 1 March 2021 - 21 March 2021.**
18. As part of the eVAL application process, the following must be fulfilled:-
- Submit the 'Declaration of Accommodation'
  - Submit 'Declaration for Commencement of Online Classes' (applicable only for eVAL application that has been submitted prior to 1st January 2021)
  - Ensuring the validity of student's passport must be at least 18 months

19. Declaration of Accommodation

Downloaded from the following link below:

<https://forms.gle/kKFxGSBPR6APzVUz5>

20. Declaration for Commencement of Online Classes

i-PUTRA will submit the 'Declaration for Commencement of Online Classes' if a student has been pursuing his/her course of study online. If the student will only commence his/her studies upon arrival in Malaysia, i-PUTRA will submit a new offer letter indicating the revised intake registration date.