Steps to Registration

Research Mode

International Candidate

1. Receive the Admission Offer Letter
2. Medical Checkup (Two (2) sets of medical examination report are required to be completed by the same doctor for USM Wellness Centre and immigration purposes)
3. Submit the following documents via post to IPS:
   a) Completed confirmation of Acceptance Form (Form A)
   b) Medical examination report (One (1) set for immigration purposes)
   c) Photocopy of all pages of passport (3 sets)
   d) Passport size photograph with blue background (4 copies)
4. Receive the Student Visa/Pass approval
5. Prepare to depart for Malaysia/USM
6. Payment of fees
7. Registration at USM (refer checklist for required documents in Appendix)
8. Get a Smart Card
9. Activate student e-mail account
10. Register at Campus Online Portal
11. Registration complete

(9–10: One week after registration)

Local Candidate

1. Receive the Admission Offer Letter/Web
2. Medical Checkup (1 set of medical report for USM Wellness Centre)
3. Prepare to depart for USM
4. Payment of fees
5. Registration at USM (refer checklist for required documents in Appendix)
6. Get a Smart Card
7. Activate student e-mail account
8. Register at Campus Online Portal
9. Registration complete

(7–8: One week after registration)

Coursework & Mixed Mode

International Candidate

1. Receive the Admission Offer Letter
2. Medical Checkup (Two (2) sets of medical examination report are required to be completed by the same doctor for USM Wellness Centre and immigration purposes)
3. Submit these following documents via post to IPS:
   a) Completed confirmation of Acceptance Form (Form A)
   b) Medical examination report (One (1) set for immigration purposes)
   c) Photocopy of all pages of passport (3 sets)
   d) Passport size photograph with blue background (4 copies)
4. Receive the Student Visa/Pass approval
5. Activate student e-mail account
6. Register at Campus Online Portal
7. Pre-register course(s) at the Campus Online Portal
8. Check and print bill/s from the Campus Online Portal
9. Payment of fees
10. Prepare to depart for Malaysia/USM
11. Registration and orientation at USM
12. Get a Smart Card
13. Registration complete

Local Candidate

1. Receive the Admission Offer Letter
2. Medical Checkup (One (1) set of medical examination report for USM Wellness Centre)
3. Activate student e-mail account
4. Register at Campus Online Portal
5. Pre-register course(s) at the Campus Online Portal
6. Check and print bill/(s) from the Campus Online Portal
7. Payment of fees
8. Prepare to depart for USM
9. Registration and orientation at USM
10. Get a Smart Card
11. Registration complete