



**UNIVERSITI PUTRA MALAYSIA**  
Putra International Centre  
Universiti Putra Malaysia  
43400 UPM Serdang, Malaysia

**MOBILITY INFO SHEET 2024- 2025**

**Name of Institution: Universiti Putra Malaysia (UPM), Malaysia**

**Vice Chancellor**

**YBhg. Dato' Prof. Dr. Ahmad Farhan Mohd Sadullah**  
Vice Chancellor

Office of Vice Chancellor  
4<sup>th</sup> Floor, Canselori Putra Building,  
Universiti Putra Malaysia  
43400 UPM Serdang  
Selangor Darul Ehsan  
Malaysia

Tel: +603 97696001/6002

E-mail: [nc@upm.my](mailto:nc@upm.my)

**Deputy Vice Chancellor  
(Academic & International)**

**YBhg. Prof. Dr. Ismi Arif Ismail**  
Deputy Vice Chancellor (Academic & International)

Office of the Deputy Vice Chancellor  
4<sup>th</sup> Floor, Canselori Putra Building,  
Universiti Putra Malaysia  
43400 UPM Serdang  
Selangor Darul Ehsan  
Malaysia

Tel: +603 9769 6024

E-mail: [dvcai@upm.my](mailto:dvcai@upm.my)

**About UPM**

Universiti Putra Malaysia (UPM) in Kuala Lumpur is ranked 123<sup>rd</sup> QS World Ranking, UPM is a public university, established in 1931. It has 15 faculties, 11 institutes and 2 schools with approximately 26,000 students. The university is located just outside the capital of Kuala Lumpur and is among the elite institutions in the city.

UPM is a multidisciplinary university that has 92-years of history, and located strategically within the Multimedia Super Corridor, which is only 10 minutes' drive to Putrajaya and 30 minutes' drive to the Kuala Lumpur City Centre. As one of the largest universities in Malaysia, UPM is also a key-player in contributing to the growth of learned and skilled human capital in the nation. UPM presently has more than 26,000 students enrolled in its 81 bachelors, 9 diploma and 70 postgraduate programmes at the Masters and PhD levels (with more than 300 fields of studies). Except for the diploma programmes which are offered exclusively at UPM's branch campus in Bintulu, Sarawak all other courses are offered at the main campus in Serdang, Selangor.

|  |  |
|--|--|
| <b>Type of University</b>                              | Public   |
| <b>Year Established</b>                                | 1931   |
| <b>Total of UPM Students</b>                           | 26,000   |
| <b>Faculties</b>                                       | <ol style="list-style-type: none"> <li>1. Faculty of Agriculture</li> <li>2. Faculty of Biotechnology and Biomolecular Sciences</li> <li>3. Faculty of Computer Science and Information Technology</li> <li>4. Faculty of Design and Architecture</li> <li>5. Faculty of Educational Studies</li> <li>6. Faculty of Engineering</li> <li>7. Faculty of Food Science and Technology</li> <li>8. Faculty of Forestry and Environmental</li> <li>9. Faculty of Human Ecology</li> <li>10. Faculty of Medicine and Health Science</li> <li>11. Faculty of Modern Language and Communication</li> <li>12. Faculty of Veterinary Medicine</li> <li>13. Faculty of Science</li> <li>14. Faculty of Agriculture Science and Forestry (UPMKB)</li> <li>15. Faculty of Humanities, Management and Science (UPMKB)</li> </ol> |
| <b>School</b>  | <ol style="list-style-type: none"> <li>1. School of Graduates Studies</li> <li>2. School of Business and Economics</li> </ol>  |
| <b>Higher Institution Centre of Excellence (HICOE)</b> | <ol style="list-style-type: none"> <li>1. Institute of Bioscience (IBS)</li> <li>2. Institute of Tropical Agriculture and Food Security (ITAFoS)</li> <li>3. Institute of Tropical Forestry and Forest Products (INTROP)</li> </ol>  |
| <b>Research Institutes</b>                             | <ol style="list-style-type: none"> <li>1. Institute of Advanced Technology (ITMA)</li> <li>2. Halal Products Research Institute (IPPH)</li> <li>3. Institute of Plantation Studies (IKP)</li> <li>4. International Institute of Aquaculture and Aquatic Sciences</li> <li>5. Malaysian Research Institute on Ageing (MyAgeing)</li> <li>6. Institute of Mathematical Research (INSPEM)</li> <li>7. Institute of Social Science Studies (IPSAS)</li> <li>8. Institute of Ecosystem Science Borneo (UPMKB)</li> </ol>  |

### Mobility Student Programme Contact Information

|                |   |
|----------------|---|
| <b>Address</b> | <p><b>Putra International Centre</b><br/>Universiti Putra Malaysia,<br/>43400 UPM Serdang,<br/>Selangor Darul Ehsan,<br/>Malaysia</p> <p><b>Email:</b><br/><a href="mailto:mobility@upm.edu.my">mobility@upm.edu.my</a></p> |
|                | <p><b>Prof. Dr. Suhaimi Ab Rahman</b><br/>Director<br/>PUTRA International Centre</p> <p>Tel: +603 9769 8656<br/>Email: <a href="mailto:dir.intl@upm.edu.my">dir.intl@upm.edu.my</a></p>                                    |

|                                |  |
|--------------------------------|--|
| <b>Mobility Contact Person</b> | <p><b>Assoc. Prof. Dr. Syazwani Idrus</b><br/>Deputy Director<br/>PUTRA International Centre</p> <p>Tel: +603 9769 7258<br/>Email: <a href="mailto:depdir.intl@upm.edu.my">depdir.intl@upm.edu.my</a></p>  |
|                                | <p><b>Mrs. Ida Suhaila Md Tahir</b><br/>Head, of Global Engagement Section<br/>Executing the Function of Head, of Mobility Section<br/>PUTRA International Centre</p> <p>Tel: +603 9769 6943<br/>Email: <a href="mailto:idasu@upm.edu.my">idasu@upm.edu.my</a></p> |
|                                | <p><b>Ms. Shahana Mohamad Yunus</b><br/>Outbound Coordinator, Inbound and Data Coordinator<br/>PUTRA International Centre</p> <p>Tel: +603 9769 3592<br/>Email: <a href="mailto:shahana@upm.edu.my">shahana@upm.edu.my</a></p>                                     |
|                                | <p><b>Ms. Nur Syafinaz Shaari</b><br/>Inbound Coordinator,<br/>PUTRA International Centre</p> <p>Tel: +603 9769 3594<br/>Email: <a href="mailto:nursyafinaz@upm.edu.my">nursyafinaz@upm.edu.my</a></p>   |
|                                | <p><b>Mr. Muhammad Hadry Abd Majid</b><br/>Postgraduate application,<br/>Summer and Outreach Program Coordinator,<br/>PUTRA International Centre</p> <p>Tel: +603 9769 2092<br/>Email: <a href="mailto:muhd_hadry@upm.edu.my">muhd_hadry@upm.edu.my</a></p>        |
| <b>Website</b>                 | <p><a href="http://www.upm.edu.my">www.upm.edu.my</a><br/><a href="http://www.intl.upm.edu.my">www.intl.upm.edu.my</a><br/><a href="http://www.akademik.upm.edu.my">www.akademik.upm.edu.my</a></p>  |

## Mobility Related Information

| Semester in UPM   | 1st Semester/ Term   | 2nd Semester/ Term |
|---|--|--------------------|
|   | October  | March              |
| Duration of Mobility                                    | 1 Semester   |                    |
| Mobility Application Submission Deadline                | 1st Semester/ Term   | 2nd Semester/ Term |
|   | 31 May   | 31 October         |
| Application Materials                                   | Please refer to the following link.<br><a href="http://www.intl.upm.edu.my">www.intl.upm.edu.my</a>  |                    |
| Language Requirement                                    | English  |                    |
| Documents required to apply for mobility student in UPM | <ul style="list-style-type: none"> <li>Completed form of (OPR/INTL/BR01/INBOUND):</li> <li>Certified copies of academic transcripts (subject/courses that have been completed)</li> <li>English certificate MUET/ TOEFL/ IELTS if any (For Korean students applying for semester exchange at the Faculty of Science and Food Technology, you are required to obtain a minimum of Band 6.0 for the International English Language Testing System (IELTS) or a minimum of 700 marks in total for the Test of English for International Communication (TOEIC).)</li> <li>English certificate MUET/TOEFL/IELTS if any (Non-English speaking country please provide English Language Certificate or letter from your faculty about your level of English Language.</li> <li>Recommendation letter from home university</li> </ul> <p>The above documents must be sent via email to:<br/><a href="mailto:mobility@upm.edu.my">mobility@upm.edu.my</a><br/>Email subject must be:<br/><b>INBOUND MOBILITY APPLICATION IN UPM – Your name/ Passport Number</b></p> |                    |

## Academic/ Course-related Information

|  |   |                           |
|--|---|---------------------------|
| <b>Person In-charge</b>  | <b>Mr. Mohd Firdaus Zakaria</b><br>Acting of Head of Division of Admission<br><br>Tel: +603 9769 6056<br>Email: <a href="mailto:mz_daus@upm.edu.my">mz_daus@upm.edu.my</a>  |                           |
| <b>Academic Calendar</b>   | <b>1st Semester/ Term</b>   | <b>2nd Semester/ Term</b> |
|  | <b>October</b>  | <b>March</b>              |
| <b>Application Submission Deadline</b>   | <b>31 May</b>   | <b>31 October</b>         |
| <b>Expected to receive offer letter (if approved)</b>                              | <b>30 July</b>  | <b>30 December</b>        |
| <b>Course Information</b>  | <b>Undergraduate</b> – Faculty and Academic Division<br><br><a href="#">Semester 1 (October intake)</a><br><a href="#">Semester 2 (March intake)</a><br><br><b>Restricted Courses:</b> Medical Courses from Faculty of Medicine and Health Sciences   |                           |
|  | <b>Postgraduate</b> – Faculty and School of Graduate Studies (SGS)<br><br><a href="http://www.sgs.upm.edu.my/programme_of_study-1872">http://www.sgs.upm.edu.my/programme_of_study-1872</a>   |                           |
| <b>Courses taught in English for exchange students</b>                             | Most courses are taught in English for all local and international students.<br><br>English Requirement:<br><br><a href="https://akademik.upm.edu.my/kemasukan_pelajar_antarabangsa/bachelor/english_language_proficiency-66331?L=en">https://akademik.upm.edu.my/kemasukan_pelajar_antarabangsa/bachelor/english_language_proficiency-66331?L=en</a> |                           |
| <b>Course/ Credit Requirement</b>  | Please refer to the following link:<br><br><a href="https://akademik.upm.edu.my/international_student_admission/bachelor/specific_programme_requirement-62775">https://akademik.upm.edu.my/international_student_admission/bachelor/specific_programme_requirement-62775</a>  |                           |
| <b>Cross-faculty Courses</b>   | Only minor/ elective courses are offered for students.  |                           |
| <b>Courses of different levels</b><br>E.g., Year 2 students taking Level 3 courses | Depend on the agreement of the student's supervisor and faculty.  |                           |
| <b>Academic transcripts of exchange students</b>                                   | Yes, the academic transcript of exchange students will be sent to the students after the results are out upon request.  |                           |

## Grading Systems

| Alphabetical grade | Grade Point Marks | Grade Point Value | Description  |
|--------------------|-------------------|-------------------|--------------|
| A                  | 80 – 100          | 4.000             | Excellent    |
| A-                 | 75 – 79           | 3.750             | Very Good    |
| B+                 | 70 – 74           | 3.500             | Very Good    |
| B                  | 65 – 69           | 3.000             | Good         |
| B-                 | 60 – 64           | 2.750             | Good         |
| C+                 | 55 – 59           | 2.500             | Satisfactory |
| C                  | 50 – 54           | 2.000             | Satisfactory |
| C-                 | 47 – 49           | 1.750             | Weak         |
| D+                 | 44 – 46           | 1.500             | Weak         |
| D                  | 40 – 43           | 1.000             | Very Weak    |
| F                  | 39 or below       | 0                 | Fail         |

## Accommodation

|                                |   |                          |
|--------------------------------|---|--------------------------|
| <b>On-Campus Accommodation</b> | <p>On-campus accommodation will be reserved for mobility students based on first come first serve basis.</p> <ol style="list-style-type: none"> <li>1) <b>UPM Colleges</b></li> <li>2) <b>UPM Guest House</b></li> <li>3) <b>KMR OnePUTRA RESIDENCE @ UPM</b></li> </ol>  |                          |
| <b>Person In Charge</b>        | <p><b>UPM Colleges</b><br/> <b>Mr. Mohamed Shukri Mohamed Nor</b><br/> Head of Housing and Placement Division<br/> Tel: +603 9769 1316<br/> Email: <a href="mailto:mshukrimn@upm.edu.my">mshukrimn@upm.edu.my</a><br/> Website: <a href="https://bpp.upm.edu.my/">https://bpp.upm.edu.my/</a></p> <hr/> <p><b>UPM Guest House</b><br/> <b>Mr. Fadhil Zakuan Ahmad Fadzil</b><br/> Guest House Management<br/> Tel: +603 9769 1316<br/> Email: <a href="mailto:upmquesthouse@upm.edu.my">upmquesthouse@upm.edu.my</a> / <a href="mailto:fadhil@upm.edu.my">fadhil@upm.edu.my</a><br/> Website: <a href="https://bpp.upm.edu.my/guest_house-3907">https://bpp.upm.edu.my/guest_house-3907</a></p> |                          |
|                                | <p><b>KMR OnePUTRA Residence, UPM</b><br/> Tel: +6016 2246 009<br/> Fax: -<br/> Email: <a href="mailto:upmint@upmholdings.com">upmint@upmholdings.com</a><br/> Website: <a href="https://www.upmholdings.com.my/kmr-oneputra-residence.php">https://www.upmholdings.com.my/kmr-oneputra-residence.php</a></p>   |                          |
| <b>Application Deadline</b>    | <b>1st Semester/Term</b>  | <b>2nd Semester/Term</b> |
|                                | 31 May  | 31 October               |

## Visa Requirement

You are required to apply for Electronic Visa Approval Letter (E-VAL) by **yourself** through Education Malaysia Global Services Malaysia (EMGS) website before coming to Malaysia. Please be informed that EMGS will take approximately maximum one month to issue the E-VAL. After receiving the E-VAL, you are required to apply for a Single-Entry Visa (SEV) from the Malaysian Embassy/ High Commission in your country before coming to Malaysia. Kindly present the E-VAL to support your visa application to the Malaysian Embassy/ High Commission in your country.

We suggest you pay the E-VAL payment using credit card directly to EMGS (Account name: Education Malaysia Global Services, Account No: 514057662341). If the payment of E-VAL is made through institution, please submit the receipt via email to:

**Ms. Nur Syafinaz Shaari**  
[nursyafinaz@upm.edu.my](mailto:nursyafinaz@upm.edu.my)

Upon arrival, please submit your passport together with payment receipt of UPM processing fee (MYR270.00) to Putra International Centre to get your visa from Immigration Department.

Payment must be made through CIMB Counter or Online Transaction to UPM Account:

**Account No: 8002155042**  
**Account Name: UPM COLLECTION**

| VAL Application deadline | End of August | End of January |
|--------------------------|---------------|----------------|
| Working during mobility  | On campus     | Off campus     |
|                          | Not allowed   | Not allowed    |

## Health & Medical Insurance

**Medical Insurance Plan**  
**(for exchange program with the duration of one semester and above only)**

It is **compulsory** for mobility students to purchase a medical insurance plan **(6 months and more)**. The insurance details are: -

1. Hospitalization at private hospital
2. Personal accident
3. Repatriation

**We suggest you purchase medical insurance from EMGS.**



|                                    |   |
|------------------------------------|---|
| <b>Health/ Medical Examination</b> | <p>It is a <b>compulsory</b> for students to have their health/ medical examination done at <b>UPM Health Centre</b> only. This is to ensure that the student is fit to go under the Mobility Student Program at UPM.</p> <p>Please refer to the front page of UPM Medical Check-up Form for check-up instruction. For your information, medical check-up report will only be valid for 3 months from the date of the check-up.</p> |
|------------------------------------|---|

### Services for Mobility Students

| Recommended arrival date       | 1st Semester/ Term   | 2nd Semester/ Term |
|--------------------------------|--|--------------------|
|                                | 1 week before semester begin   |                    |
| <b>Airport pick-up service</b> | Putra International <b>does not</b> provide an airport pick-up service. Students are advised to make own arrangements. |                    |
| Orientation Program            | 1st Semester/ Term   | 2nd Semester/ Term |
|                                | October  | March              |

### Estimated Expenses Per Semester (5 months)

|   |  |  |
|---|--|--|
| <b>Non – Recurring Fee<br/>(Paid only once)</b>                                 | Tuition fee  | <b>MYR7,000.00 - MYR20,000.00</b><br><i>Depend on MoU and Faculty/programs</i> |
|   | Mobility fee   | <b>MYR 532.50</b>  |
| <b>University-administered<br/>Accommodation</b>                                | Hall lodging fees  | <b>Compulsory hall meal charges (if any)</b>                                   |
|   | MYR500 to MYR1800/ month   | -  |
| <b>Private Accommodation<br/>(Off-campus)</b>                                   | <b>MYR1500 – MYR3000/ month</b><br><b>*Disclaimer: - Renting is dependent on type of accommodation chosen</b><br><b>- Arrangement is made by student</b> |  |
| <b>Food/ Meals</b>  | <b>MYR5000 – MYR6000/ semester</b>   |  |
| <b>Personal expenses</b><br>(e.g. laundry, sundries, local transportation, etc) | <b>From MYR3000 – MYR4000/ semester</b>  |  |
| <b>Academic Expenses</b><br>(e.g. books)  | <b>MYR1000/ semester</b>   |  |

## Dress Code for Students

All students are required to wear appropriate and decent clothes during class session. Shorts, miniskirts, sleeveless top, tight clothes, and flip flop are NOT allowed