



**OPERASI PERKHIDMATAN SOKONGAN**

**PUSAT ANTARABANGSA PUTRA**

**Kod Dokumen: OPR/INTL/BR02/OUTBOUND**

**APPLICATION FORM FOR STUDY ABROAD (OUTBOUND)**

**(ALL ITEMS MUST BE FILLED)**

**A. APPLICANT / PARTICIPANT INFORMATION**

Passport-sized picture

Full Name			
Salutation			
Matric No.		Current semester	
Programme			
Faculty			
Department			
Advisor Name			
Current CGPA		Expected year of graduation	
Date of Birth		IC / Passport No.	
Gender		Marital Status	
Nationality		Mobile number	
Email address			
<b>EMERGENCY CONTACT INFORMATION</b>			
Name		Relationship	
IC / Passport No.		Contact number	
Home address			
College address (if different from above)			

## B. MOBILITY PROGRAM INFORMATION

Type of Program	<input type="checkbox"/> AIMS Semester Exchange Program <input type="checkbox"/> Exchange Programme (1 or 2 semesters with credit transfer) <input type="checkbox"/> Industrial Training / Internship <input type="checkbox"/> ASEAN International Mobility for Students (AIMS) Programme <input type="checkbox"/> ASEAN University Network (AUN) Programme <input type="checkbox"/> MEVLANA Exchange Protocol <input type="checkbox"/> Others, please specify:	
Type of Mobility	<input type="checkbox"/> Physical <input type="checkbox"/> Virtual <input type="checkbox"/> Hybrid	
AIMS Partner University (Only for AIMS Semester Exchange Program)	Field	AIMS Partner University
Name of Host University/Institution (For other types of program)		
Partnership with UPM (Through Mou/MoA)	<input type="checkbox"/> Partner University <input type="checkbox"/> Non-partner University	
Period of Mobility	Commencing from	to
Contact Person at Host University/Institution	Full Name: Position: Full Address:  Phone Number: Email Address:	
Credit transfer availability	<input type="checkbox"/> Offered <input type="checkbox"/> Not Offered	
Scholarship/Grant from Host University for Mobility Program	<input type="checkbox"/> Available <input type="checkbox"/> Not Available	
Amount of Scholarship Granted		

**C. LANGUAGE PROFICIENCY**

Scale : 1 (Elementary), 2 (Limited Working), 3 (General Proficiency), 4 (Advanced Profesional),  
5 (Functionally Native)

English	
Malay	
Others (Please specify):	

**D. ACHIEVEMENTS**

Academic awards obtained (please specify name of award, organizer & date received and attach all the related documents):
Co-curriculum activities (please specify ALL the details and attach all the related documents)

**E. HOME FACULTY APPROVAL BY DEAN OR DEPUTY DEAN (ACADEMIC)**

Please include the contact person from the home Faculty / Institute (mobility coordinator) who is responsible for correspondence.

MOBILITY COORDINATOR INFORMATION			
Name (Prof. / Dr. / Mr. / Mrs. / Ms)			
Position			
Phone number		Fax number	
E-mail address			

<b>STUDENT EVALUATION BY MOBILITY COORDINATOR</b>	
Level of student's co curriculum activities	<input type="checkbox"/> 1 (Very Weak) <input type="checkbox"/> 2 (Weak) <input type="checkbox"/> 3 (Intermediate) <input type="checkbox"/> 4 (Good) <input type="checkbox"/> 5 (Excellent)  Remarks:
<b>APPLICATION APPROVAL BY DEAN OR DEPUTY DEAN (ACADEMIC)</b>	
Student Application Status	<input type="checkbox"/> Approved <input type="checkbox"/> Rejected
Application Remarks	
Faculty Endorsement	Signature & Stamp:          Date :

***I hereby declare that I shall be a normally registered student in Universiti Putra Malaysia during the whole period of exchange mobility.***

***I hereby declare that all information provided in this form is true. I acknowledge that Universiti Putra Malaysia reserves the right to vary or reserve any decision regarding admission or enrolment made on the basis of the given information.***

Signature :

Date :

Name :

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#### **APPLICATION CHECKLIST**

**Incomplete application form will not be processed.** Please ensure that you have read and fully understood the application guidelines before submitting your application. Please enclose this form with the following document:

- ✓ a copy of your IC
- ✓ a copy of Passport (if available)
- ✓ a copy of your academic transcript (latest transcript)
- ✓ a copy of offer letter / letter of approval from host university

ALL applications must be submitted to the Putra International Centre through the applicant's Faculty/ School/ Institute/Colleges