



FINANCIAL

GUIDELINES

UTM INTERNATIONAL DEGREE PROGRAMME

2024





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FINANCIAL GUIDELINES FOR MALAYSIAN STUDENTS



1.0 Introduction

- 1.1 This document provides UTM International Degree Programme (UTM-IDP) students with a summary of the financial regulations applicable throughout their studies in UTM.
- 1.2 This document is developed to ensure the students aware of
- 1.2.1 The types of fees payable,
 - 1.2.2 Timeline associated for payment,
 - 1.2.3 Payment method,
 - 1.2.4 Insurance coverage, and
 - 1.2.5 Conditions applicable for scholarship holders, study loan application, outstanding payment, programme deferment, and programme suspension.
- 1.3 This document applies to Malaysian students enrolled under the UTM-IDP.

2.0 New Student Fees

- 2.1 For all candidates, students are required to pay new student registration fees before registration date as shown below:

NO	FEES	RATE (RM) FOR CANDIDATE	
		ENGINEERING & MJIT***	NON ENGINEERING & SFMDH
1.	New Students Registration Fees	1,350	1,350
2.	Service Fee ***Every Semester	550	535
3.	Tuition Fee ***Every Semester		
	(a) External candidates	5,400	5,400
	(b) UTM Foundation & Diploma candidates (40% sponsored by UTMSPACE)	3,240	3,240
	(a) External candidates	7,300	7,285
	(b) UTM Foundation & Diploma candidates	5,140	5,125

***MJIT programme fees are based on External candidates.

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

3.0 Programme Fees

3.1 The programme fees for UTM-IDP for Malaysian are as follows:

CANDIDATES	FIRST SEMESTER (RM)		SUBSEQUENT SEMESTER (RM)	
	ENGINEERING & MJIT	NON ENGINEERING & SFMDH	ENGINEERING	NON ENGINEERING & SFMDH
External				
- Registration fee	1,350	1,350	-	-
- Tuition fee	5,400	5,400	5,400	5,400
- Service fee	550	535	550	535
UTM Foundation & Diploma				
- Registration fee	1,350	1,350	-	-
- Tuition fee	3,240	3,240	3,240	3,240
- Service fee	550	535	550	535
Industrial Training Fees (incl. short semester)			As per semester charge	
SHORT SEMESTER***				
Engineering & MJIT			RM 270 Per Credit	
Non-engineering			RM 270 Per Credit	

*** Exclude Industrial Training

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

Table 1.2: SSPB Programme fees

FIELD*	FIRST SEMESTER (RM)	SUBSEQUENT SEMESTER (RM)
External candidates		
- Registration fee	1,350	-
- Tuition fee	3,510	3,510
- Service fee	535	535
UTM Foundation & Diploma candidates		
- Registration fee	1,350	-
- Tuition fee	2,430	2,430
- Service fee	535	535
Industrial Training Fees (incl. short Semester)	As per semester charge	
SHORT SEMESTER***		
SPPB		RM 270 Per Credit

*** Exclude Industrial Training

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

Table 1.3: SSPG Programme fees

FIELD*	FIRST SEMESTER (RM)	SUBSEQUENT SEMESTER (RM)
External candidates		
- Registration fee	1,350	-
- Tuition fee	3,780	3,780
- Service fee	535	535
UTM Foundation & Diploma candidates		
- Registration fee	1,350	-
- Tuition fee	2,457	2,457
- Service fee	535	535
Industrial Training Fees (incl. short Semester)	As per semester charge	
SHORT SEMESTER***		
SSPG		RM 270 Per Credit

*** Exclude Industrial Training

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

- 3.2 Accommodation fees are not included in the programme fees. Students are required to pay their accommodation fees directly to UTM Bursar's Office.

4.0 Payment durations

- 4.1 Students are required to pay the following fees based on the due date shown as below table:

Table 1.4: Payment durations

FEES TO BE PAID	TYPES OF STUDENT	
	NEW STUDENTS	SENIOR STUDENTS
Registration fee	Before registration day	-
Service fee		
50% of tuition fee	Before first lecture start	Before first lecture start
Balance of 50% tuition fee	By fourth week of lecture (subject to last working day of the fourth week)	By fourth week of lecture (subject to last working day of the fourth week)

5.0 Fees Programme Deferment / Suspension

- 5.1 The percentage of registration and tuition charged is based on the date of application to withdraw from studies as below:

Duration	Registration fee	Service fee	Tuition fee
Registration day until Fourth week of lectures	100%	100%	50%
Fifth week until Last week of lectures	100%	100%	100%

- 5.2 Any outstanding / surplus fees need to be paid / be refunded within 30 days from the issued deferment / suspension letter.

6.0 Payment Method

- 6.1 Students should check their financial status through the following channels:

6.1.1 Programme fees status:
<https://studentppi.utmspace.edu.my/?p=531>

6.1.2 Accommodation fees status:
<http://aimsweb.utm.my>

- 6.2 For programme fees, students may complete payment through one of the following channels:

6.2.1 Payment at UTMSPACE counter
 (credit card / debit card)

6.2.2 Online payment through
<https://idp.utmspace.edu.my/student/login?returnUrl=/student/>

6.2.3 Payment via telegraphic transfer to UTMSPACE bank account:

Account name: UTMSPACE

Bank name: CIMB Bank Berhad

Account number: 8601518228

Swift Code: CIBBMYKL

(Students need to note down their full name and IC number on the payment receipt and email to bkwjb@utmspace.edu.my)

- 6.3 Students are strongly advised to always keep copies of payment receipts as proof of payment.

7.0 Outstanding Payment

- 7.1 Students who fail to pay their fees according to the timeline stated in items 4.0 – 5.0 will be penalized MYR 20.00 per day, for a maximum of 28 days (Maximum MYR 560.00).
- 7.2 Students with outstanding fees will not be allowed to:
- 7.2.1 Register for courses,
 - 7.2.2 Sit for examinations,
 - 7.2.3 Collect their examination results,
 - 7.2.4 Collect their certificates and transcripts, and
 - 7.2.5 Attend UTM Convocation Ceremony.

8.0 Insurance Coverage

- 8.1 UTM-IDP students are covered under Takaful Insurance Plan.
- 8.2 In the event of unforeseen circumstances, UTMSPACE will file an insurance claim on behalf of the student. Claim forms can be obtained from UTMSPACE office in Johor Bahru and Kuala Lumpur.

9.0 Scholarship Holders

- 9.1 Students who are scholarship holders must present a copy of their scholarship offer letter to UTMSPACE.
- 9.2 Students whose scholarships are terminated by their sponsors must complete payment for their programme fees and other associated fees.
- 9.3 Students should consult UTMSPACE on any refunds for overlapping payments made by the students and their sponsors.

10.0 Employees Provident Fund (EPF)

- 10.1 Students / parent may apply for education withdrawal through EPF to pay the tuition fees.
- 10.2 The education withdrawal application must be made by the student / parent at any EPF office.
- 10.3 UTMSpace will only issue out confirmation letter of student registration.

11.0 Study Loan Application

- 11.1 Students can apply for study loans under the National Higher Education Fund Corporation (Perbadanan Tabung Pengajian Tinggi Negara, PTPTN). Application can be made through <http://www.ptptn.gov.my>.



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FINANCIAL GUIDELINES FOR **INTERNATIONAL STUDENTS**



1.0 Introduction

- 1.1 This document provides UTM International Degree Programme (UTM-IDP) students with a summary of the financial regulations applicable throughout their studies in UTM.
- 1.2 This document is developed to ensure the students aware of
 - 1.2.1 The types of fees payable,
 - 1.2.2 Timeline associated for payment,
 - 1.2.3 Payment method,
 - 1.2.4 Insurance coverage, and
 - 1.2.5 Conditions applicable for scholarship holders, study loan application, outstanding payment, programme deferment, and programme suspension.
- 1.3 This document applies to international students enrolled under the UTM-IDP.

2.0 VAL and SEV Application

- 2.1 Students are strongly advised to complete their Visa Approval Letter (VAL) application before they make travel arrangements to Malaysia. The application should be made online through the Education Malaysia Global Services (EMGS) website at <https://educationmalaysia.gov.my>.
- 2.2 The VAL processing fee under EMGS ranges between MYR 1,550 to MYR 1,950. The amount may vary according to the students' country of origin.
- 2.3 UTM will courier VAL to students from countries which require the original VAL to be submitted for Single Entry Visa (SEV) application. The courier charges will be borne by UTM.
- 2.4 Students should refer to Annex IV(I) and Annex IV(II) of their offer letter for more information regarding VAL and SEV application.

3.0 Medical Insurance and Student Medical Health Scheme

- 3.1 Students are required to pay medical insurance during the VAL application and to be renewed yearly via EMGS website. The premium amount will depend on the chosen insurance policy.
- 3.2 In the event of unforeseen circumstances, students will file an insurance claim directly to the insurance provider.

4.0 New Student Fee

- 4.1 All new students are required to pay non-recurrent fee before registration.

Table 1.1: New student registration fees

NO.	FEE	RATE (MYR)
1.	Visa Admin Fee	700
2.	New Student Fees:	
	2.1 Registration	8,652
	2.2 Medical health scheme	100
	2.3 Personal bond deposit	
	**Personal Bond Deposit: Based on country, maximum RM2,000	

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

5.0 Intensive English Programme (IEP)

- 5.1 Students must present their IELTS/TOEFL/TOEFL IBT/ELS CIEP certificate to UTM before or upon registration. Students who are unable to submit their IELTS/TOEFL/TOEFL IBT/ ELS CIEP certificate are required to attend the Intensive English Programme (IEP).

Table 1.2: Intensive English programme fee

TUITION FEE	RATE (MYR)
a) Intensive English Program (IEP): <i>***Applicable to candidate who does not fulfill UTM English requirement.</i>	4,900/per class
- Service Charges (per semester)	1,320/per semester

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

6.0 Bridging Programme

- 6.1 The bridging programme fee being charged per semester and is applicable for student who are required to attend to. (please refer your pre requisite in offer letter).

Table 1.3: Bridging programme fee

TUITION FEE	RATE (MYR)
a) Faculty Foundation Programme (Bridging) : <i>***Applicable to candidate from international countries.</i>	4,500/per class

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7.0 Programme Fees

7.1 The programme fees for UTM-IDP, SSPB and SSPG are as follows:

Table 1.4: UTM-IDP Programme fees

FIELD**	FIRST SEMESTER (MYR)	SUBSEQUENT SEMESTER (MYR)
Technology & Applied Science: - Registration fee - Medical health scheme - Service fee - Tuition fee	8,652 100 1,090 10,000	- - 1,090 10,000
Social Science: - Registration fee - Medical health scheme - Service fee - Tuition fee	8,652 100 1,075 9,000	- - 1,075 9,000
Industrial Training Fees (incl. short Semester)		As per semester charge
SHORT SEMESTER**		
Technology & Applied Science		MYR 450 Per Credit
Social Science		MYR 450 Per Credit

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Table 1.5: SSPB and SSPG Programme fees

FIELD**	FIRST SEMESTER (MYR)	SUBSEQUENT SEMESTER (MYR)
Bachelor of Business Administration (BBA) & Bachelor of general Studies (BGS): - Registration fee - Medical health scheme - Service fee - Tuition fee	8,652 100 1,075 8,390	- - 1,075 8,390
Industrial Training Fees (incl. short Semester)		As per semester charge
SHORT SEMESTER**		
Bachelor of Business Administration		MYR 450 Per Credit
Bachelor of General Studies		MYR 450 Per Credit

***All fees rate is subject to changes by UTM. University has right to make any amendments when deemed necessary without prior announcement.

- 7.2 Accommodation fees are not included in the programme fees. Students are required to pay their accommodation fees directly to UTM Bursar's Office.
- 7.3 Personal bond is not included in the programme fees. Students are required to pay their personal bond directly to UTMSPACE upon registration.
- 7.4 Fees payable for the first semester of the programme. Students are required to pay the full amount of the semester rate before registration.
- 7.5 Fees payable for subsequent semesters of the programme. Students are required to pay the full amount of the semester rate before the new semester commences.

8.0 Payment Method

8.1 Students should check their financial status through the following channels:

8.1.1 Programme fees status:
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8.1.2 Accommodation fees status:
<http://aimsweb.utm.my>

8.2 For programme fees, students may complete payment through one of the following channels:

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(credit card / debit card)

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8.2.3 Payment via telegraphic transfer to UTMSPACE bank account:

Account name: UTMSPACE

Bank name: CIMB Bank Berhad

Account number: 8601518228

Swift Code: CIBBMYKL

(Students need to note down their full name and ISID number on the payment receipt and email to bkwjb@utmspace.edu.my)

- 8.3 Students are strongly advised to always keep copies of payment receipts as proof of payment.

9.0 Outstanding Payment

- 9.1 Students with outstanding payment will not be allowed to:

- 9.1.1 Register for courses,
- 9.1.2 Sit for examinations,
- 9.1.3 Collect their examination results,
- 9.1.4 Collect their certificates and transcripts, and
- 9.1.5 Attend UTM Convocation Ceremony.

10.0 Scholarship Holders

- 10.1 Students who are scholarship holders must present a copy of their scholarship offer letter to UTMSPACE.
- 10.2 Students whose scholarships are terminated by their sponsors must complete payment for their programme fees and other associated fees.
- 10.3 Students should consult UTMSPACE on any refunds for overlapping payments made by the students and their sponsors.

11.0 Programme Deferment / Suspension

- 11.1 The percentage of registration and tuition charged is based on the date of application to withdraw from studies as below:

Duration	Registration fee	Service fee	Tuition fee
Registration day until Fourth week of lectures	100%	100%	50%
Fifth week until Last week of lectures	100%	100%	100%

- 11.2 Any outstanding / surplus fees need to be paid / be refunded within 30 days from the issued deferment / suspension letter



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