



USM Information Sheet

General Information	
Name of Institution	Universiti Sains Malaysia (USM)
Exchange Office	International Mobility & Collaboration Centre (IMCC)
Mailing Address	Building C09 International Mobility & Collaboration Centre (IMCC), Universiti Sains Malaysia 11800 USM, Penang Malaysia
Fax Number	+604-653-2781
Mobility Programmes Homepage	www.imcc.usm.my hafizal4.wixsite.com/usm-io
Contact Person	
Dr. Muhizam Mustafa Director (Mobility)	Tel. No. : +604-653-2779 E-mail : mmuhizam@usm.my
Dr. Mohd Hafizal Mohd Isa Deputy Director (Mobility)	Tel. No. : +604-653-2778 E-mail : hafizal@usm.my
Ms. Nik Nur Izzati Binti Muhamad Mobility Officer	Tel. No. : +604-653-3848 E-mail : nikizzati@usm.my
Mrs. Fadzilla Bosman Visa Officer	Tel. No. : +604-653-2777 E-mail : fadzilla@usm.my
Mr. Aizat Hisham Ahmad International Student Support Services Officer (Crisis Management)	Tel. No. : +604-653-2710 E-mail : aizat.hisham@usm.my
Mrs. Nurul Azwin Noor Rawi Outbound Mobility	Tel. No. : +604-653-2772 E-mail : nurul_azwin@usm.my
Ms. Nurul Izzati Fatin Binti Noorlin Inbound Mobility (Exchange Programme)	Tel. No. : +604-653-3907 E-mail : nurulizzatifatin@usm.my
Mrs. Siti Sarah Binti Ibrahim Inbound Mobility (Research Attachment/Internship)	Tel. No. : +604-653-2346 E-mail : ssarah@usm.my

Academic & Exchange Related Information	
Academic Calendar	Semester I : September – January (Fall) Semester II : February – June (Spring) <i>Exact dates of the semesters will be notified later</i>
Application Deadlines	Semester I : 15 May (September Intake) Semester II : 15 October (February Intake) Note: <i>Fully completed application along with all required supporting documents MUST reach IMCC by e-mail before the application deadlines. All applicants are not required to send the hardcopy of the application form.</i> <i>Please attach a clear .jpeg file passport photo with the email.</i>
Supporting Documents Required to be Sent with Exchange Application	<ul style="list-style-type: none"> • An up-to-date certified academic transcript (with translation if necessary) • A Confirmation Letter (to prove the applicant is enrolled as a full-time student) • A copy of the student’s matriculation card • A certified copy of IELTS/TOEFL/other English proficiency test result (if English is not first language) • A Recommendation Letter from your Academic Advisor to support your application • A curriculum vitae • Portfolio (for creative design based courses). Include slides and an academic reference authenticating work • Disability support details • A fully completed Course Registration signed by home Institution Coordinator • A copy of your photo (White background and 4.5 cm high x 3.5 cm wide) • A clear copy of the Details Page of your passport
Duration of Exchange	One semester (min: 6 months) or one academic year (max: 12 months)
Courses Available for Exchange Students	Please refer to the course offering for exchange students: www.imcc.usm.my hafizal4.wixsite.com/usm-io
Restricted Courses	Dentistry and Medicine



Course Load/Required Credits	<ul style="list-style-type: none"> • Minimum 9 units need to be taken by students to be considered as full time students. • Full course load is 21 units. 																																							
Course Registration	<p>Course registration is done during the orientation week.</p> <p>The deadline for course registration is two weeks after the orientation week.</p>																																							
Language of Instruction	<p>Most courses are offered in English. Please refer the courses offered here (www.imcc.usm.my)</p>																																							
Language / GPA Requirement	<ul style="list-style-type: none"> • There are no minimum requirements for GPA. We trust our partner universities would select students that are qualified to participate in Study Abroad @ USM programme. • If English is not the first language, students are required to fulfill the minimum language requirement as below: <ul style="list-style-type: none"> ❖ TOEFL : PBT minimum 550 ❖ IELTS : Band 5 ❖ However, if students do not have this qualification, supporting letter from their English teacher of the highest level at university is sufficient. The English teacher must state that the student is able to communicate and write in English well. 																																							
Grading System	<p>USM follows the CGPA Grading System as follow:</p> <table border="1" data-bbox="753 1171 1393 1816"> <thead> <tr> <th>Grade</th> <th>Point</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>4.00</td> <td>80-100</td> </tr> <tr> <td>A-</td> <td>3.67</td> <td>70-79</td> </tr> <tr> <td>B+</td> <td>3.33</td> <td>65-69</td> </tr> <tr> <td>B</td> <td>3.00</td> <td>60-64</td> </tr> <tr> <td>B-</td> <td>2.67</td> <td>55-59</td> </tr> <tr> <td>C+</td> <td>2.33</td> <td>50-54</td> </tr> <tr> <td>C</td> <td>2.00</td> <td>45-49</td> </tr> <tr> <td>C-</td> <td>1.67</td> <td>40-44</td> </tr> <tr> <td>D+</td> <td>1.33</td> <td>35-39</td> </tr> <tr> <td>D</td> <td>1.00</td> <td>30-34</td> </tr> <tr> <td>D-</td> <td>0.67</td> <td>25-29</td> </tr> <tr> <td>F</td> <td>0.00</td> <td>20-24</td> </tr> </tbody> </table>	Grade	Point	%	A	4.00	80-100	A-	3.67	70-79	B+	3.33	65-69	B	3.00	60-64	B-	2.67	55-59	C+	2.33	50-54	C	2.00	45-49	C-	1.67	40-44	D+	1.33	35-39	D	1.00	30-34	D-	0.67	25-29	F	0.00	20-24
Grade	Point	%																																						
A	4.00	80-100																																						
A-	3.67	70-79																																						
B+	3.33	65-69																																						
B	3.00	60-64																																						
B-	2.67	55-59																																						
C+	2.33	50-54																																						
C	2.00	45-49																																						
C-	1.67	40-44																																						
D+	1.33	35-39																																						
D	1.00	30-34																																						
D-	0.67	25-29																																						
F	0.00	20-24																																						

Orientation Programme	
Orientation Week	Semester I : First week of September Semester II : Second week of February <i>Exact dates will be notified later</i>
Suggested Date of Arrival	2 days before the orientation <i>Note: Airport pick-up will only be offered 2 days before the orientation week. Airport pick-up will not be provided during or after the orientation week.</i>
Facilities & Services Available	
Facilities Available	<ul style="list-style-type: none"> • Libraries • Sport facilities (Swimming pool, gym, tennis court etc.) • Cafeterias • On-campus Commuters • Museum • Banks • Post Office
Services Available	<ul style="list-style-type: none"> • Orientation • Airport Reception (semester basis students) • Student Buddies/Student Helpers (https://www.facebook.com/usmbuddies/) • Assistance on securing On-Campus Accommodation • Student Visa application process • Assistance on Course Registration • Interactive Activities • Student Support
Accommodation	
On-campus hostels	<ul style="list-style-type: none"> • From RM4/day (not included tax) • Offered only upon request. • Subject to availability. • No application fee is required. • Twin-sharing room with a common sharing bathroom. • There is no fixed meal plan provided. • Cafeterias are available in each hostel and various food outlets are located in the vicinity.
Off-campus housing	<ul style="list-style-type: none"> • Approximately from RM 1200/month. • Exchange students may opt to rent private apartments off-campus; located within walking distance from USM. • Contacts of off-campus housing are available upon request.

Insurance & Visa	
Insurance	<ul style="list-style-type: none"> Each Exchange Student must keep a valid insurance coverage throughout their stay in Malaysia. <p><i>*copy of insurance certificate (in English) need to be submitted before arrival of student to Malaysia</i></p>
Visa	<ul style="list-style-type: none"> All international students are required to apply for the Student Pass (Mobility) for the purpose of their stay in Malaysia. USM will assist International students throughout the application process in obtaining the student pass (Mobility) through Education Malaysia Global Services (EMGS) Students are not allowed to enter Malaysia prior getting approval from the Immigration Department of Malaysia and Single Entry Visa from Malaysian Embassy. An Approval Letter will be issued and USM IMCC will forward the Approval Letter to students. Countries which are not required to visit Malaysian Embassy: http://www.imi.gov.my/images/pdf/2.%20NON-VISA%20REQUIRED%20NATIONAL.pdf <i>*please produce the Visa Approval Letter at the Point of Entry (Immigration).</i>
Medical	<ul style="list-style-type: none"> All students are compulsory to run the medical check-up in USM Health Centre during the orientation week. Pre-medical test are not required but students must submit the Health Declaration Form provided together with the application form.
Expenses	
Food / meals	Approximately RM900.00 (RM30.00 a day, 3 meals)
Local transportation	RM80.00 per month (public bus)
Academic expenses	RM350.00 (books, stationeries, etc.)
Personal expenses	RM400.00 – RM600.00 per month

<p>Administrative fees</p>	<p>Application fee : RM50.00 Registration fee : RM40.00 Student ID Card Fee : RM60.00 Health Fee : RM60.00 Orientation Fee : RM200.00 Library Fee : RM100.00</p>
<p>Other fees (e-Visa Approval Letter – EVAL & Student Pass)</p>	<p>EVAL & EMGS processing fees : RM470.00 <i>(subject to change) (include Ikad & courier charges)</i> Insurance via EMGS : 6 months : RM212.00 12 months : RM424.00 Visa sticker + Personal Bond : RM120.00 Full Medical Examination Report: RM260.00 (Max)</p>

