

13) APPLICATION PROCEDURES FOR REGISTERING CHILDREN IN PRIVATE COLLEGES AND UNIVERSITIES

1. Before registration into private colleges or universities please check the following:
 - a. Courses must be accredited by the Malaysian Accreditation Board.
 - b. The institution must be registered with the Ministry of Higher Education Malaysia.
 - c. Please make sure the Private Higher Educational Institution (PHEI) that you have selected is already registered with the Ministry of Home Affairs.
 - d. For students from China please ensure the PHEI has been registered by the China Embassy in Malaysia.

2. To enrol into the particular institution please ensure the following criteria are fulfilled:
 - a. Academic qualifications as required.
 - b. If comply, the institution will issue a letter of offer to study in the institution.

3. The institution will help foreign students to obtain the following:
 - a. Student Pass from the Immigration Department.
 - b. Please abide by the conditions of the Student Pass issued.

4. Please observe the following regulations as a foreign student in Malaysia:
 - a. Abide by rules and regulations of the Malaysian Government at all time.
 - b. Do not violate the conditions of the Student Pass.

5. In case of emergency, please contact the following:

a. The local institution where you are studying.

Department of Private Education
Ministry of Higher Education
Aras 1, Presint 1, Blok E3
Pusat Pentadbiran Kerajaan
62502 PUTRAJAYA
Tel : +603 - 8883 5000
Fax : +603 - 8889 3836

6. Any enquiry with regard to the local private education institutions please contact:

a. Deputy Director General, Department of Private Education,
Ministry of Higher Education

b. President
Malaysian Association of Private Colleges and Universities (MAPCU)

C/o International Medical University
Sesama Centre
Plaza Komauwel
Bukit Jalil
57000 Seri Petaling
KUALA LUMPUR
Tel : +603 - 8656 9980
Fax : +603 - 5631 2580
Website : <http://www.studymalaysia.com/mapcu/>

c. President
National Association Of Private Educational Institutions (NAPEI) Secretariat:

35-A, Jalan SS 22/19
Damansara Jaya
47400 Petaling Jaya
SELANGOR
Tel : +603 - 7725 8182/84
Fax : +603 - 7725 8185

- d. President
Persatuan Kebangsaan IPTS Bumiputera Malaysia (PKIBM)
c/o L&G Twintech Institute of Technology
Podium Plaza, Blok E
Pusat Perdagangan Sri Damansara
Persiaran Industri, Bandar Sri Damansara
52200 KUALA LUMPUR
Tel : +603 - 6275 1110 / 6276 0376
Fax : +603 - 6277 1463

For further inquiries, kindly contact:-



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Ministry of Higher Education, Malaysia
Kementerian Pengajian Tinggi,
Blok E3, Parcel E,
Pusat Pentadbiran Kerajaan Persekutuan,
62505 Putrajaya

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Website : <http://www.mohe.gov.my>