

Last Update: 1 October 2023

MELAKA-FTKEK, UTeM INBOUND MOBILITY PROGRAM INFORMATION SHEET

Faculty Information	
Institution Name	Universiti Teknikal Malaysia Melaka (UTeM)
Faculty Name	Faculty of Electronics & Computer Technology and Engineering (FTKEK)
Courses Offered	Inbound Mobility Electronics and Computer Related Program for Undergraduate and/or postgraduate in: <ul style="list-style-type: none"> • Engineering • Engineering Technology Details List: https://ftkek.utem.edu.my/index.php/prospective-students/undergraduates
FTKEK, UTeM Mobility Coordinator	Name PROFESOR MADYA DR WIRA HIDAYAT BIN MOHD SAAD +6062702394 +60129161372 (WhatsApps) E-mail: wira_yugi@utem.edu.my
Center of International Student and Mobility (CISMo), UTeM	DR. MOHD NUR AZMI BIN NORDIN DIRECTOR, Center of International Student and Mobility (CISMo-PUSAT ANTARABANGSA DAN MOBILITI) DEPUTY VICE CHANSELOER OFFICE (ACADEMIC & INTERNATIONALIZATION) +6062704413 +60 14-8445639 (WhatsApps) mnazmi@utem.edu.my
Mailing Address	Student Mobility and Internationalization Committee Faculty of Electronics & Computer Technology and Engineering (FTKEK) Universiti Teknikal Malaysia Melaka (UTeM), Hang Tuah Jaya, 76100, Durian Tunggal, Melaka, Malaysia. email: fkekk@utem.edu.my phone: +606 2702271 fax: +606 2701045
FKEKK Website	https://ftkek.utem.edu.my/
UTeM Website	https://www.utem.edu.my/en/

Academic Information	
Important Date:	Semester Cycle: 2-2023/2024 (even semester): 18 th Mac 2024 (sem start) until 25 th July 2024 (last day exam) Nomination Date: before 15 th November 2023 Application Date: before 30 th November 2023 Issued Offer Letter: Anticipated on 30 th December 2023 Semester Cycle: 1-2024/2025 (odd semester): (tentatively) 9 th Oct 2023 (sem start) until 8 th Feb 2024 (last day exam) Nomination Date: before 1 st April 2024 Application Date: 30 th Jun 2024 Issued Offer Letter: Anticipated on 30 th July 2023 UTeM Academic Calendar
FTKEK Program HANDBOOK	https://ftkek.utem.edu.my/index.php/current-students/academic-handbook Please get advice from our Mobility PIC subject offer for the coming semester.
Fee(s)	Study Fees and registration fees (Wave to all students from University partners under the reciprocal agreement) Hostel (optional)

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Other costs per semester per student	<ul style="list-style-type: none"> Airport Transfer (UTeM will prepare a transport for arrival and return to the nearest airport to the hostel) Hostel (optional) <ul style="list-style-type: none"> RM 10/day/per person for International students RM 10/day/per person for Malaysian mobility students (Wave to all students from University partners under the reciprocal agreement) Flight ticket Living expenses in UTeM are RM 20 to RM 30 per day, considering three meals a day in the highly subsidised campus food court. Transportation (campus busses are free for all students) Health Screening Report/Slip (~RM 100) Stamping fee (~RM10.00) Student Pass (~RM60.00) Visa - rates apply by country but do not exceed ~RM50.00 Insurance (Required to be taken to cover the semester)
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Credited Inbound Student Mobility Journey	
Nomination Letter/emails	1) Support letter or Nomination letter from home university/faculty with below details per each student: Basic template of the nomination letter <ol style="list-style-type: none"> Student's full name as written on the passport Gender Date of birth Nationality Field of study in home university Study level Email Mobile phone Programme in UTeM to be nominated. English proficiency remark (Listening, Writing, Speaking)
Application	<ol style="list-style-type: none"> Student full name/Latest CV Passport photocopy List of subjects to be taken (minimum 12 credits and Maximum 20 credits) Fill up the form: https://forms.gle/N2drmGmRV2ZeN9ci6
After receiving the offer letter and before buying the flight ticket	<ol style="list-style-type: none"> Passport is not expired within the period in UTeM (6 months and above) Application eVAL Application eVISA/SEV Share the Flight details (for the arrangement of hostel and airport pickup)
Within 7 Days of arrival in UTeM	<ol style="list-style-type: none"> Health Screening Report/Slip at EMGS Panels clinics Student Registration and receiving UTeM Matrics Card, email, and SMP system access
After Semester End:	<ol style="list-style-type: none"> Share the Flight details (for the arrangement of Airport transfer from UTeM to the airport) The result will be emailed to the home university after the exam by the faculty. The official results can be downloaded by students after the senate meeting.