

## DOCUMENTS REQUIRED

All documents must be certified true copy by a solicitor/Justice of Peace/Commissioner for Oath/Notary Public/TAR UC authorised agent (if applicable). A certified copy should carry a stamp or seal, and the certifier's signature.

Documents in foreign language must be translated into English. The original translation must contain confirmation from the translator or translation company that it is an accurate translation of the original document; the date of the translation; the full name and signature of the translator or of an authorised official of the translation company; and the translator or translation company's contact details.

Application with the following required documents **must** reach the University College within the stipulated deadline of the respective intake:-

DOCUMENTS CHECKLIST
<ul style="list-style-type: none"> <li>• Application fee of MYR 600/USD 200 (<b>non-refundable</b>) in the form of Banker's Cheque/Money Order made payable to 'Kolej Universiti Tunku Abdul Rahman' or through Telegraphic Transfer (TT). Please write your name, passport number and country on the reverse side of the Banker's Cheque/Money Order for identification purposes.</li> </ul>
<ul style="list-style-type: none"> <li>• Copy of official certificate of award <u>AND</u> academic transcripts</li> </ul>
<ul style="list-style-type: none"> <li>• Copy of English Language proficiency test result (e.g. TOEFL, IELTS, PTE)</li> </ul>
<ul style="list-style-type: none"> <li>• Copy of school leaving certificate</li> </ul>
<ul style="list-style-type: none"> <li>• 1 copy of ALL pages of passport (cover to cover including blank pages) with <b>at least 2 years validity</b> from the commencement date of the programme of studies</li> </ul>
<ul style="list-style-type: none"> <li>• 5 recent passport-sized colour photographs with only <b>WHITE</b> background (3.5cm × 4.5cm)</li> </ul>
<p><i><b>The following documents are also required for the admission process, if applicable:-</b></i></p>
<ul style="list-style-type: none"> <li>• Certified artwork portfolio</li> </ul>
<ul style="list-style-type: none"> <li>• Statutory declaration confirming identity (for applicants with name spelt differently in official academic transcripts and documents)</li> </ul>
<ul style="list-style-type: none"> <li>• A full curriculum vitae and a letter from the previous employer (if applicants are above 21 years old)</li> </ul>
<ul style="list-style-type: none"> <li>• Photocopy of MyPR Card (for Permanent Resident (PR) only)</li> </ul>
<ul style="list-style-type: none"> <li>• No Objection Certificate (NOC) for students from <u>Sudan</u> and No Objection Letter (NOL) for <u>Omani</u> students</li> </ul>
<ul style="list-style-type: none"> <li>• Letter of Eligibility (LOE) for <u>Iran</u> students (TAR UC will request from Iranian Embassy)</li> </ul>
<ul style="list-style-type: none"> <li>• Copy of yellow fever vaccination certificate</li> </ul>
<ul style="list-style-type: none"> <li>• Copy of release letter, latest transcript, attendance report and visa/pass cancellation page from passport (for applicants who are studying or have discontinued their studies in other institutions in Malaysia)</li> </ul>