



**UTM INTERNATIONAL**  
**SHORTEN/CANCEL PASS CHECKLIST**

## SHORTEN PASS / CANCELLATION OF PASS APPLICATION

Pass Holder Name : \_\_\_\_\_

Student

Dependent

Passport No : \_\_\_\_\_

Phone No : \_\_\_\_\_

Email : \_\_\_\_\_

Visa Expiry Date : \_\_\_\_\_

Checklist : \_\_\_\_\_

	Original Passport
	A Copy of Passport detail pages
	Student Details Page & Latest Student Pass (for Dependent)
	Flight Ticket/ Senate Letter/Termination Letter/ Withdrawal Letter / New Offer Letter/ Employment Letter
	Prove of Payment to UTM Financial office
	Other related document:

### TERMS & CONDITION

- ✓ IF Overstay, MUST apply Special Pass
- ✓ All costs must be bears by the student
- ✓ The flight ticket MUST be within 21 days upon submit the documents in the counter
- ✓ The application will takes minimum 14 working days complete not including Public Holidays

I understand and agreed :

\_\_\_\_\_  
Student Signature  
Date :