

IMMIGRATION DEPARTMENT OF MALAYSIA

Checklist for New Application - Professional Visit Pass (Researcher)

1. IMM.12 Form (*Visit Pass Application Form- Professional*)
2. HIF. 11 Form (*Guarantee Bond*)
3. IMM.63 Form (*Immigration Reference Form- 4 copies*)
4. IMM.47 Form (*Visa Application Form - Journey Performed Visa, if required*)
5. Letter of support from Local Collaborator to apply for Journey Performed Visa (*if required*)
6. Letter of support from Local Collaborator to apply for Professional Visit Pass (latest)
7. One (1) copy of passport (front page & validity date)
8. One(1) copy of passport page with entry visa and/or stamp
9. One (1) copy of Sabah Biodiversity Council Access Licence (latest)
10. Four (4) passport sized photos
11. One (1) copy of Local Collaborator's MyKad
12. One (1) copy of guarantor's MyKad (if guarantor is not your Local Collaborator)

Checklist for Extension Application - Professional Visit Pass (Researcher)

1. IMM.55 Form (*Application for extension of Visit Pass- 2 copies*)
2. HIF.11 Form (*Guarantee Bond*)
3. IMM.47 Form (*Visa Application Form - Journey Performed Visa, if required*)
4. Letter of support from Local Collaborator to apply for Professional Visit Pass extension (latest)
5. One (1) copy of passport (front page & validity date)
6. One(1) copy of passport page with entry visa and/or stamp
7. One (1) copy of previous Professional Visit Pass
8. One (1) copy of Sabah Biodiversity Council Access Licence (latest)
9. One (1) copy of Local Collaborator's MyKad
10. One (1) copy of guarantor's MyKad (if guarantor is not your Local Collaborator)

IMMIGRATION DEPARTMENT OF MALAYSIA (Kota Kinabalu)

Address : Level 1-4, Block B,
Kompleks Pentadbiran Kerajaan Persekutuan
Jalan UMS
88300 Kota Kinabalu
Sabah

Telephone : 088-488 700

Fax : 088-488 800

Office : Monday - Thursday : 7.30 am - 1.00 pm and 2.00 pm - 5.30 pm

Hours : Friday : 7.30 am - 12.15 pm and 2.45 pm - 5.30 pm