



HCHS students return to Malaysia from abroad



General Procedures of Entering into Malaysia

1. Prior to Departure
2. Upon Arrival
3. Departing from Kuala Lumpur
4. Visa Documents

Procedures Prior to Departures

1. Obtaining LOU
2. COVID 19 test
3. Things to take note

Procedures Prior to Departures

1. Obtaining LOU approval

- Students are required to **fill up, sign and email** the scanned copy of the LOU to Malaysia Embassy in their respective countries (<http://www.kln.gov.my/web/guest/Malaysian-mission>)
- Students are required to email the documents together with the following documents:
 - I. Passport Copy
 - II. Flight tickets
 - III. Re-Entry Permit
 - IV. MOE Approval
 - V. Calling Letter
 - VI. LOU
- Students needed to email the relevant documents to the embassy **at least 3 working days** prior to the departure date
- Approval letter will be issued to the students via email
- **Students need to carry the above-mentioned documents with them when they depart from their countries**

Procedures Prior to Departures

2. COVID 19 test

- Students are required to undergo COVID 19 test **3 days** before the departure
- COVID 19 test should be done in clinics or hospitals with **ISO certification. COVID test results MUST be in English**
- Failure of which could result in a 10 days quarantine instead of 7 days quarantine in Malaysia.
- Students are required to carry the test results with them when they depart from their countries

Procedures Prior to Departures

3. Things to take note

- Documents check-list
 - 1) Original passport (Old and New(if any))
 - 2) Flight ticket
 - 3) Re-Entry Permit (Students are encourage to highlight their own name)
 - 4) MOE Approval (Students are encourage to highlight their own name)
 - 5) School calling letter
 - 6) LOU (Original signed copy)
 - 7) LOU Approval letter
 - 8) COVID 19 test results
- Indicative cost fees are **RM3900** (Students are advised to prepare around RM5000)
- Students are encouraged to prepare their own food (favorite snacks etc.)

Procedure Upon Arrival in Malaysia

1. Quarantine in Kuala Lumpur
2. Things to take note

Procedure Upon Arrival in Malaysia

1. Students will go through another COVID Test after landing in the airport. **DO NOT** fill in the COVID and payment forms provided. Seek help at the enquiry counters stationed in the airport instead (My Eg counter etc.)
2. Students will undergo regular check-in process
3. Students will be escorted to the designated quarantine centers (hotels)
4. Students are required to undergo quarantine period of 7 days in the hotel
5. Meals will be provided by the hotel. However, no extra services during the quarantine period (room services, food delivery etc.)

Procedure Upon Arrival in Malaysia

1. Things to take note

- Students need to take care of their own belonging (passport, important documents etc.)
- Students need to inform the school about the details of the hotels which they are checking-in (name, address)
- WhatsApp: 010-8659003
Email: externalaffairs@hchs.edu.my
(You may want to write down this)
- Sisters or brothers are allowed to stay in the same room
- Friends of the same gender are allowed to stay in the same room (2 -3 pax per room)
(Please ask for help regarding the matter at the enquiry counter)
- **DO NOT** fill in the COVID test payment form provided, seek help from the enquiry counter regarding the COVID.

Departing from Kuala Lumpur

- The school will arrange transportation to pick up students from the quarantine center (hotels)
- Students will go back to Penang by bus or van
- Maximum students per bus (28 students)
- Maximum students per van (10 students)
- Students are required to bear the cost of the transportation
- Cost per bus RM1600
- Cost per van (N/A)

Visa Documents

1. Visa Renewal or New visa application
2. Things to take note

Visa Documents

Visa Renewal

- Students can renew visa as usual if their current student visa's expiry did not exceed more than 6 months from the date of new visa application
- Students are required to inform the school if they have changed their passports recently

New Visa

- New visa application for students whose visas expire more than 6 months from the date of new visa application
- Students are required to bring original documents for new visa application
 1. **Original birth certificate**
 2. **Original marriage cert (parents)**
 3. **Change of name cert (If any)**

Visa Documents

Things to take note

- Students whose passports expire in year 2021 **MUST** renew their passport as soon as possible
- Students whose passports expire in early months of year 2022 are encouraged to renew their passports

THANK YOU

Please whatsapp 010-8659003

OR

email externalaffairs@hchs.edu.my

if you have any question