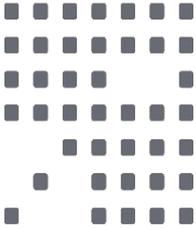




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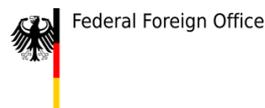
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# Malaysia

Visa Options for Bangladeshi Nationals

November 2020

*With the support of*



## **Malaysia: Visa Options for Bangladeshi Nationals**

Malaysia maintains a resident diplomatic mission in Dhaka, Bangladesh.

### **Address:**

#### **High Commission of Malaysia**

House No. 19 Road No. 6, Baridhara Diplomatic Enclave, Dhaka

**Telephone:** +88 018 4708 2528 (Duty Officer), +88 02 22222 87760, +88 02 4108 1380

**Fax:** +88 02 22228 4899

**Email:** mwdhaka@kln.gov.my / dhaka@imi.gov.my (Visa Section)

**Website:** [https://www.kln.gov.my/web/bgd\\_dhaka/home](https://www.kln.gov.my/web/bgd_dhaka/home)

On behalf of the High Commission, the visa matters are generally being dealt by:

#### **One Stop Centre (OSC) for Malaysian Visa in Bangladesh**

House No.10, Road No. 12

Baridhara Diplomatic Enclave

Tel: +88 017 9200 0766

Email: info@osc.visamalaysia.com.bd

Website: [www.visamalaysia.com.bd](http://www.visamalaysia.com.bd)

### **General Information**

#### **Visa Requirements**

Bangladesh nationals who wish to travel to Malaysia on a regular Bangladesh passport **require a visa** to enter Malaysia and permitted to stay not more 30 days.

Visa exemption is given to Bangladesh diplomatic or official passports on reciprocal basis for a social visit purpose pursuant to the Bilateral Agreement between the Government of Malaysia and Bangladesh on the Partial Abolition of Visa Requirement for Holders of Diplomatic and Official Passports dated 2014. The visit pass is issued on arrival in Malaysia for a stay of not exceeding 30 days. However, visa is still required in the case where visitor is going for other than social visit purpose such as for studies or to undertake work or training programs in Malaysia.

For further information on visa requirement for other countries, please visit the website of Immigration Department of Malaysia at [www.imi.gov.my](http://www.imi.gov.my)

#### **How to Apply?**

Currently there are two (2) options available for application of Malaysian visa in Bangladesh:

#### **One Stop Centre (OSC)**

Visa application can be submitted to the One Stop Centre (OSC) through authorized visa submitting agents. The Government of Malaysia has appointed the OSC to receive visa application on its behalf. Therefore there is no direct submission to the High Commission.

List of authorized agents and their contact details can be obtained from the OSC's website: <http://www.visamalaysia.com.bd/index.php/our-agents-2/>

### **Electronic Visa (eVISA)**

Applicant in Bangladesh may opt to apply for electronic visa (eVISA) which is available online through portal [www.windowmalaysia.my](http://www.windowmalaysia.my) subject to eligibility and the terms and condition as required. Bangladesh nationals are eligible to apply eVISA, however first time traveler to Malaysia is not eligible to apply and may only apply for regular visa (sticker) through the OSC. Applicant needs to upload previous Malaysian visa as part of the requirement for the application. Currently eVISA is only available for Dhaka-Kuala Lumpur-Dhaka journey only.

Weblink:

[https://evisa.windowmalaysia.my/evisa/FAQ/PDF/FAQ/About/eVISA/eVISA-About\\_en.pdf?version=2.1](https://evisa.windowmalaysia.my/evisa/FAQ/PDF/FAQ/About/eVISA/eVISA-About_en.pdf?version=2.1)

### **What is eVISA?**

**eVISA** is an online application platform that enables foreign nationals to apply for an electronic visa to enter Malaysia at the comfort of your convenience. eVISA can be applied around the world except Malaysia, Singapore and Israel.

### **Who is eligible for eVISA?**

eVISA Nationality eligibility : China, India, Sri Lanka, Nepal, Myanmar, Bangladesh, Pakistan, Bhutan, Serbia and Montenegro .

### **How long will my eVISA be valid for?**

eVISA is valid for 3 months while eVISA holder is entitled to stay up to a maximum of 30 days for each visit in Malaysia.

### **How do I get started?**

For first time applicant, you are required to click on "I'm New" to start your application process For existing applicant, you are required to click on "Returning User" to return to your account.

### **What documents do I need to apply for eVISA?**

Below are the documents that need to be scanned and uploaded with your application:

- Recent passport sized studio photo as per Guidelines
- Passport front page as per Sample
- Confirmed Return flight booking
- Birth certificate for minor applicants

### **What is the approval process for eVISA?**

Your application is subject to approval by the Malaysian Immigration Department or Malaysian Mission Office. Kindly be informed that in the event of suspicion, applicants may be required to supply further documents or be called for an interview or skype session with Malaysia Consulate / Malaysia High Commission / Malaysian Embassy.

### **Will I have to print out my eVISA?**

Yes. You will receive your eVISA in an A4 printout format which you will have to print out accordingly. Kindly be reminded that your eVISA printout is crucial and must be presented upon your arrival at the Malaysian entry checkpoints.

### **How will I be contacted for my eVISA application?**

You are advised to be alert with any email notifications from us, as the means of communication will be through email.

### **What are the documents needed upon arrival at Malaysian entry checkpoints?**

The following documents are required to be presented upon arrival in Malaysia entry checkpoints: • Valid passport • Your eVISA printout • Sufficient funds (Cash/ Travellers Cheque/Debit or Credit Cards) to cover expenses during your stay at Malaysia • Confirmed Returned flight ticket • Proof of accommodation

### **Terms and Conditions of eVISA**

Weblink:

[https://evisa.windowmalaysia.my/evisa/FAQ/PDF/FAQ/T&C/eVISA/eVISA\\_en.pdf?version=2.7](https://evisa.windowmalaysia.my/evisa/FAQ/PDF/FAQ/T&C/eVISA/eVISA_en.pdf?version=2.7)

### **Definition**

- "Embassy/Consulate" refers to the Embassy and/or Consulate General of Malaysia.
- "Visa Malaysia" refers to the entity appointed by the Malaysian Government to provide and maintain eVISA system, IT Infrastructure and support services relating to the eVISA application to Malaysia according to the working procedures set by the Embassy/Consulates.
- "Applicant(s)" refers to any individual submitting Malaysia eVISA application to the Embassy / Consulate.
- "Visa fee" refers to the visa fees payable to the High Commission/Consulates, which will be accepted and collected by the VisaMalaysia at the rate prescribed by the Fees (Passport and Visas) Order 1967.
- "eVISA Processing fee" refers to the processing fee charged for visa processing system to process. Extended Services fee are not included in the processing fee.

- "Extended service" refers to services other than the basic service that provide convenience to applicant.
- "Confirmation slip" refers to the document, which confirms that an eVISA online application has been made and payment of all fees has been accepted.

## **General**

- An eVISA for Tourist (China, Myanmar, Sri Lanka, Nepal, Bangladesh, Pakistan, Bhutan, Serbia and Montenegro) is only valid for a single journey to Malaysia for purposes of tourism trips for the maximum of 30 days.
- An eVISA for Student (China, India, Myanmar, Sri Lanka, Nepal, Bangladesh, Pakistan, Bhutan, Serbia and Montenegro) is only valid for a single journey to Malaysia for purposes of study for the maximum of 30 days. Upon arrival in Malaysia, they are required to obtain their long term pass.
- An eVISA for Expatriate (China, India, Myanmar, Sri Lanka, Nepal, Bangladesh, Pakistan, Bhutan, Serbia and Montenegro) is only valid for a single journey to Malaysia for purposes of employment for the maximum of 30 days. Upon arrival in Malaysia, they are required to obtain their long term pass
- Any applicant, who breaches the Malaysian law, will be subject to criminal proceedings and administrative actions by the Government of Malaysia. Applicants are not allowed to accept any unauthorized employment, or attend school, or represent the foreign information media during their stay in Malaysia.
- An eVISA is only valid for a single journey to Malaysia within 3 months from the date of issuance, provided that the applicant's passport remains valid.
- Applicants shall furnish the following proofs to the Immigration Officers at the Entry/Exit points: -
  - Valid passport
  - Your eVISA printout
  - Confirmed Returned flight ticket
  - Proof of accommodation
- All eVISA applications are considered on individual merit, and the Malaysia Embassy/Consulate has the right to seek additional information at any stage of processing. The fact that an application for a visa has been received by the eVISA system does not guarantee that the eVISA will be issued. Malaysia Embassy/Consulate reserves the right to refuse an eVISA application without providing any reason whatsoever. Applicant shall ensure that they hold a valid Malaysia eVISA before they travel to the Malaysia.
- Applicants must ensure that all supporting documents image uploaded for the eVISA application such as passport photos, passport landing pages, return tickets, accommodation proof or other supporting documents are clear and viewable as per the specification

provided. Any supporting documents image that is found to be not clear, blur, unreadable or does not meet the required specifications may result in an eVISA application rejection or denial of entry into Malaysia by the Malaysia Immigration Officer at the entry/exit points.

- An email notification regarding the eVISA application approval within 48 hours from the time of payment and complete submission has been made. This 48 hours processing period applies only for working days and, does not include weekends, public holidays, Malaysian holidays and China event holidays. The approval of eVISA is under the sole discretion by the Malaysian Immigration Attache.

- The eVISA application will be processed within 48 hours from the time of payment and complete submission has been made. This 48 hours processing period applies only for working days and, does not include weekends, public holidays, Malaysian holidays and China event holidays.

- The 48 hours processing time also does not include unforeseen or uncontrollable events including, but not limited to, system maintenance downtime, ISP equipment failure, host equipment failure, communications network failure, power failure, natural events or acts of war.

- Once approval decision has been made, Applicants will receive an email notification regarding the eVISA approval result. Approval result may include the following status:

- Approved - The eVISA application has been approved;
- Rejected - The eVISA application has been declined - Request for Document;
- Applicants is required to upload/re-upload supporting documents as specified by the Malaysia Embassy/Consulate - Request For Interview;
- Applicants is required to attend an interview session with the Malaysia Embassy/Consulate before any approval decision is been made.

- For request document result, applicants must ensure they upload/re-upload the specified supporting documents as per requested by the Malaysian Embassy/Consulate immediately. The processing time will be reset back to 48 hours once the applicants have successfully uploaded the specified supporting documents. The Embassy/Consulate can decide to request document for an eVISA application multiples times until the applicant uploads correctly the specified supporting documents.

- For request interview results, applicants must ensure to attend the interview session as per the scheduled date and time set by the Embassy/Consulate to ensure the approval decision can be made accordingly.

- Issuance or approval of an eVISA does not in any way guarantee the applicant the right to enter Malaysia. The entry is at the sole discretion of the Malaysia Immigration Officer at the entry point. In case of denial of visa or entry into Malaysia by the Immigration Officer, Visa Malaysia shall in no way be liable to the applicant in any manner whatsoever.

- Applicant acknowledged that the Visa Malaysia does not involve in the visa assessment and decision-making process. The Malaysian Embassies and Consulates in the host country

have the authority to decide whether an eVISA will be issued or not, the type of a eVISA to be issued as well as its validity, duration of stay and number of entries in accordance with Malaysia's relevant laws and regulations.

- Applicant must make their eVISA applications at an appropriate time before travelling to Malaysia. Under no circumstances will the VisaMalaysia be responsible or liable for any delay of travel arrangement as a result of an applicant's inappropriate action in regard to the time of submitting the visa application or the visa assessment result of the Embassies and Consulates.

- Inquiries to the VisaMalaysia is based on its unilateral understanding of applicant's inquiries and the limited information known and mastered by it in order to provide assistance for its applicants for their visa applications. No matter what the circumstances are, it cannot be interpreted that the VisaMalaysia has made any promise or assurance, nor does it bear any other legal responsibility for the answers to applicant's inquiries.

- Applicants must ensure that all information furnished for the eVISA application is true and accurate. Any mistake found caused by the applicant himself or herself which resulted to the re-issuance of an eVISA, the applicant acknowledges and agrees to re-apply and pay for a new eVISA application.

- Applicants acknowledge and agree that under no circumstances will the VisaMalaysia be liable to them or anyone claiming through them for any indirect, incidental, special and/or consequential losses or damages of whatever nature, or for loss or profits, loss of opportunity, loss of business or goodwill or interruption of business, whether arising out of or in connection with their application and/or any of the eVISA application services, and whether or not relating to any act, error, omission or negligence by the VisaMalaysia OSC or any officer, agent, employee and representative of the VisaMalaysia.

- Applicant who entered Malaysia using eVISA facility is strictly prohibited from applying any passes while inside the country.

- For applicants below 12 years of age, it is compulsory to upload their Certificate of Birth.

- The Government of Malaysia, in its sole discretion, may change, amend, cancel or withdraw any or all of the terms and conditions mentioned herein at any time without any prior notice. If an applicant is dissatisfied with the changes being made, the applicant's sole and exclusive remedy is to refuse the services provided.

- Applicants hereby agrees to accept and confirm that the applicant, prior to submitting the visa application, has read, understood and agreed to be bound by, without limitation or qualification, all of the terms, conditions and details provided herein.

### **Terms and Conditions of eVisa Medical**

Weblink:

[https://evisa.windowmalaysia.my/evisa/FAQ/PDF/FAQ/T&C/eVISA/eVISA\\_Medical.pdf?version=1.9](https://evisa.windowmalaysia.my/evisa/FAQ/PDF/FAQ/T&C/eVISA/eVISA_Medical.pdf?version=1.9)

## Definition

- eVAL is a pre-conditional electronic Visa Approval Letter issued by Immigration Department before approving the actual visa through eVISA platform.
- eVISA is an electronic visa that enables foreign nationals to enter Malaysia.
- eVISA Medical is a visa that is issued through an electronic/online eVISA platform to foreign healthcare travellers / patients under MHTP to enable the individual to enter and stay in Malaysia for 30 days with the purpose of seeking healthcare treatment, procedure or services.
- eVISA Platform is an online application platform that enables foreign nationals to apply for an electronic visa to enter Malaysia at the comfort of their convenience. Healthcare traveller refers to non-Malaysian seeking treatment in Malaysia. Healthcare travellers may seek treatment for a medical condition or seek wellness for preventive care. **Malaysia Healthcare Travel Council (MHTC)** is an agency under the Ministry of Health Malaysia, to facilitate the overall development of the Malaysian healthcare travel industry, by coordinating industry collaborations and building valuable public-private partnerships, at home and abroad.
- MHTC Member refers to private healthcare providers such as hospitals, ambulatory care services and dental services that are registered under MHTC membership programme.
- Embassy / Consulate” refers to the Embassy and/or Consulate General of Malaysia.
- Visa Malaysia refers to the entity appointed by the Malaysian Government to provide and maintain eVISA system, IT Infrastructure and support services relating to the eVISA (Medical) application to Malaysia according to the working procedures set by the Embassy / Consulates.
- Visa fee refers to the visa fees payable to the High Commission/Consulates, which will be accepted and collected by the VisaMalaysia at the rate prescribed by the Fees (Passport and Visas) Order 1967.
- eVISA Processing fee refers to the processing fee charged for visa processing system to process. Extended Services fee are not included in the processing fee.
- Extended service refers to services other than the basic service that provide convenience to applicant.
- Confirmation Slip refers to the document, which confirms that an eVISA online application has been made and payment of all fees has been accepted
- General Applicant can only apply eVISA (Medical) if they seek treatment with any of MHTC member hospitals. Applicant would need to get an appointment letter from any one of the MHTC member hospital prior to the eVISA application.

- Applicant would need to apply eVISA Medical 14 working days prior to the travel date and hospital Appointment date. An eVISA (Medical) for healthcare travelers from (China, India, Myanmar, Sri Lanka, Nepal, Bangladesh, Pakistan, Bhutan, Serbia and Montenegro) is only valid for a single journey to Malaysia for purposes of medical trips for the maximum of 30 days. Upon consultation with the hospital in Malaysia, patients that are required stay exceeding 30 days have to obtain a long term Medical Pass for their medical treatment.
- An eVISA (Medical) is only valid for a single journey to Malaysia within 3 months from the date of issuance, provided that the applicant's passport remains valid.
- Any applicant, who breaches the Malaysian law, will be subject to criminal proceedings and administrative actions by the Government of Malaysia. Applicants are not allowed to accept any unauthorized employment, or attend school, or represent the foreign information media during their stay in Malaysia.
- Applicants and the companions shall furnish the following proofs to the Immigration Officers at the Entry/Exit points:
  - a. Valid passport for at least six months (bio-date page);
  - b. eVISA (Medical) and eVAL print out;
  - c. Complete companion information entry. Allowable number of companions is as follows (A maximum of two persons) optional: •Husband • Wife • Father • Mother • Son • Daughter • Grandfather • Grandmother • Sibling • Maid • Nurse; and
  - d. Hospital Appointment letter by MHTC Member.
- All eVISA (Medical) applications are considered on individual merit, and the Malaysia Embassy/Consulate has the right to seek additional information at any stage of processing. The fact that an application for a visa has been received by the eVISA system does not guarantee that the eVISA (Medical) will be issued. Malaysia Embassy / Consulate reserves the right to refuse an eVISA (Medical) application without providing any reason whatsoever. Applicant shall ensure that they hold a valid Malaysia eVISA before they travel to the Malaysia.
- Applicants must ensure that all supporting documents image uploaded for the eVISA (Medical) application such as passport photos, passport landing pages, appointment letter by MHTC member hospital and other supporting documents are clear and viewable as per the specification provided. Any supporting documents image that is found to be not clear, blur, unreadable or does not meet the required specifications may result in an eVISA (Medical) application rejection or denial of entry into Malaysia by the Malaysia Immigration Officer at the entry/exit points.
- An email notification regarding the eVISA (Medical) application approval will be sent to applicant within 48 hours from the time of eVISA progress update has been issued. This 48 hours processing period applies only for working days and, does not include weekends, public holidays, Malaysian holidays and approving location event holidays. The approval of eVISA (Medical) is under the sole discretion by the Malaysian Immigration Attaché. The 48 hours processing from the time of eVISA progress update has been issued also does not include unforeseen or uncontrollable events including, but not limited to, system

maintenance downtime, ISP equipment failure, host equipment failure, communications network failure, power failure, natural events or acts of war.

- Once approval decision has been made, Applicants will receive an email notification regarding the eVISA (Medical) approval result. Approval result may include the following status: a. Approved - The eVISA (Medical) application has been approved b. Rejected - The eVISA (Medical) application has been declined c. Request for Document - Applicants is required to upload/re-upload supporting documents as specified by the Malaysia Embassy/Consulate d. Request for Interview - Applicants is required to attend an interview session with the Malaysia Embassy/Consulate before any approval decision is been made.
- For request document result, applicants must ensure they upload/re-upload the specified supporting documents as per requested by the Malaysian Embassy/Consulate immediately. The processing time will be reset back to 48 hours once the applicants have successfully uploaded the specified supporting documents. The Embassy/Consulate can decide to request document for an eVISA (Medical) application multiples times until the applicant uploads correctly the specified supporting documents.
- For request interview results, applicants must ensure to attend the interview session as per the scheduled date and time set by the Embassy/Consulate to ensure the approval decision can be made accordingly
- Issuance or approval of an eVISA (Medical) does not in any way guarantee the applicant the right to enter Malaysia. The entry is at the sole discretion of the Malaysia Immigration Officer at the entry point. In case of denial of visa or entry into Malaysia by the Immigration Officer, VisaMalaysia shall in no way be liable to the applicant in any manner whatsoever.
- Applicant is acknowledged and confirms that the VisaMalaysia, MHTC or MHTC members are not involved in the visa assessment and decision-making process. The Embassies and Consulates have the authority to decide whether an eVISA (Medical) will be issued or not, as well as its validity, duration of stay and number of entries in accordance with Malaysia's relevant laws and regulations. Applicant is required to pay all the fees to the VisaMalaysia regardless of the result of the application.
- Applicant must make their eVISA applications at an appropriate time before travelling to Malaysia. Under no circumstances will the VisaMalaysia, MHTC or MHTC members will be responsible or liable for any delay of travel arrangement as a result of an applicant's inappropriate action in regard to the time of submitting the visa application or the visa assessment result of the Embassies and Consulates.
- Inquiries to the VisaMalaysia, MHTC or MHTC members is based on its unilateral understanding of applicant's inquiries and the limited information known and mastered by it in order to provide assistance for its applicants for their visa applications. No matter what the circumstances are, it cannot be interpreted that the VisaMalaysia, MHTC or MHTC members has made any promise or assurance, nor does it bear any other legal responsibility for the answers to applicant's inquiries.

- Applicants must ensure that all information furnished for the eVISA (Medical) application is true and accurate. Any mistake found caused by the applicant himself or herself which resulted to the reissuance of an eVISA, the applicant acknowledges and agrees to re-apply and pay for a new eVISA application.
- Applicants acknowledge and agree that under no circumstances will the VisaMalaysia, MHTC or MHTC members will be liable to them or anyone claiming through them for any indirect, incidental, special and/or consequential losses or damages of whatever nature, or for loss or profits, loss of opportunity, loss of business or goodwill or interruption of business, whether arising out of or in connection with their application and/or any of the eVISA application services, and whether or not relating to any act, error, omission or negligence by the VisaMalaysia OSC or any officer, agent, employee and representative of the VisaMalaysia, MHTC or MHTC members.
- Applicants below 12 years of age have to apply together with their parent in one application. Additional upload of Certificate of Birth or Household Book to prove of relationship is compulsory.

### **Other Terms**

- All applicants are free from contagious or infectious diseases upon submitting the visa application. The diseases include, but not limited to, the list below: • Tuberculosis • Influenza A/B • Hepatitis C • Hepatitis B • Hepatitis A • HIV/AIDS • Sexually Transmitted Disease • Ebola • Enterovirus D68 • Hantavirus • Japanese Encephalitis (JE) • Measles • Pertussis • Rabies • Shigellosis • West Nile Virus • Zika
- If you have sought consultation for any of the listed diseases/condition, you are required to submit your medical history/report from your treating physician to Immigration Department of Malaysia upon arrival to Malaysia.
- The Government of Malaysia, in its sole discretion, may change, amend, cancel or withdraw any or all of the terms and conditions mentioned herein at any time without any prior notice. If an applicant is dissatisfied with the changes being made, the applicant's sole and exclusive remedy is to refuse the services provided.
- Applicants hereby agrees to accept and confirm that the applicant, prior to submitting the visa application, has read, understood and agreed to be bound by, without limitation or qualification, all of the terms, conditions and details provided herein.#

### **What is Visa Without Reference (VTR) and Visa With Reference?**

**Visa without reference (VTR)** is issued and approved by the Malaysian's Mission office abroad to a non-citizen to enable visitor to enter Malaysia for a social visit purpose. Upon arrival, visitor will be given a social visit pass for a stay of not exceeding 30 days. Bear in mind that a social visit pass is only for social visit purpose and it does not allow visitors to undertake any work, or work-related training programs or studies in Malaysia.

**Visa with reference (VDR)** is issued by the Malaysian Mission’s office abroad to a non-citizen to enable visitor to enter Malaysia after the application is referred and approved by the Immigration Department of Malaysia. It is required for students, expatriates, dependants and professionals on a visit pass.

### Documents Required

Visa without Reference (Social Visit)	Visa with Reference (VDR)
<ul style="list-style-type: none"> <li>• Original Passport;</li> <li>• Photocopy of passport (passport pages that contain personal details and detail of previous passport, if any);</li> <li>• Duly completed visa application form;</li> <li>• Two (2) passport-sized photos;</li> <li>• Return flight ticket;</li> <li>• Recent 6 months bank statement with a letter of solvency;</li> <li>• Hotel Reservation copy; and/or</li> <li>• Additional documents (where applicable):               <ul style="list-style-type: none"> <li>○ Invitation letter from organizer or sponsor in Malaysia;</li> <li>○ Photocopy of business registration (for business proprietor);</li> <li>○ Marriage certificate;</li> <li>○ Birth Certificate (for minor applicants); and</li> <li>○ Other documents that processing officer may require.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Original passport;</li> <li>• Photocopy of passport (passport pages that contain personal details and detail of previous passport, if any);</li> <li>• Duly completed visa application form;</li> <li>• Two (2) passport-sized photos;</li> <li>• Approval letter from the Immigration Department of Malaysia;</li> <li>• Flight ticket; and</li> <li>• Other documents that processing officer may require.</li> </ul>

eVISA is currently available for the following category:

Category	Document required (to be scanned and uploaded)
Social visit (VTR)	<ul style="list-style-type: none"> <li>• Photocopy of passport (passport pages that contain personal details and detail of previous passport, if any);</li> <li>• Previous Malaysian visa (last travel page with entry/exit stamping);</li> <li>• Passport-sized photo;</li> <li>• Return flight ticket (Dhaka-Kuala Lumpur-Dhaka only);</li> <li>• Recent 6 months bank statement with a letter of solvency;</li> <li>• Hotel Reservation copy; and/or</li> <li>• Additional documents (where applicable):               <ul style="list-style-type: none"> <li>○ Invitation letter from organizer or sponsor in Malaysia;</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Photocopy of business registration (for business proprietor);</li> <li>○ Marriage certificate;</li> <li>○ Birth Certificate (for minor applicants); and</li> <li>○ Other documents that processing officer may require.</li> </ul>
Students (VDR)	<ul style="list-style-type: none"> <li>● VDR approval letter from the Immigration Department of Malaysia;</li> <li>● Photocopy of passport (passport pages that contain personal details and detail of previous passport, if any);</li> <li>● Other documents that processing officer may require.</li> </ul>
Expatriates (VDR)	
Medical	<ul style="list-style-type: none"> <li>● Photocopy of passport (passport pages that contain personal details and detail of previous passport, if any);</li> <li>● Passport-sized photo;</li> <li>● Recent 3 months' bank statement;</li> <li>● Appointment letter from the medical services provider in Malaysia that are registered with the MHTC; and/or</li> <li>● Other documents that processing officer may require.</li> </ul>

Upon approval, applicant will be notified via email. Applicant will receive eVISA in an A4 print out format which need to be printed out accordingly. Please be reminded that the eVISA print out is crucial and must be presented upon arrival at the Malaysian entry check points. For Bangladesh nationals, eVISA issued is only valid for a single entry and no extension is allowed. Upon arrival, visitor will be given a social visit pass for a stay of not exceeding 30 days.

### Fee and Charges

Fee/charges	Regular Visa (sticker)	eVISA
Processing Fee	BDT4,800.00	BDT2,500.00
Visa Fee*	BDT600.00	BDT600.00
Bank Transaction Charge	BDT30.00	BDT262.50
<b>Total</b>	<b>BDT5,430.00</b>	<b>BDT3,362.50</b>
Payment Mode	Pay Order	Credit Card (online payment)

\*Note: Visa fee for Bangladesh passport is BDT600. Visa fee may vary according to nationality of the applicant.

### Visa Processing

Visa Type	Standard Processing Period	Remarks
Regular Visa (sticker)	Seven (7) working days	The processing may take longer than the standard processing period in cases where further checking or verification is required. It is advisable that applicants make the application well before the scheduled date of departure.
eVISA	48 working hours	

## **Validity of Visa**

There are two (2) types of visa; Single Entry Visa (SEV) and Multiple Entry Visa (MEV). Single Entry Visa is valid for a single entry only and for a period of three (3) months from the date of issue. The visa becomes invalid as soon as the visitor enters Malaysia. If a traveler is unable to perform the visit within three months, he or she will need to make a fresh visa application.

MEV is valid for multiple entries and its validity is based on period as given ranging from three (3) months to twelve (12) months from the date of issue. Each entry is for a stay of not exceeding 30 days and the extension is not allowed. MEV may be issued to visitor who needs to travel to Malaysia on frequent basis for a specific reason mainly for business purpose, government-to-government matters or for a long-term medical treatment in Malaysia etc. Applicant needs to request for MEV by stating valid reason of why MEV is necessary and provide relevant supporting documents. The issuance of MEV is to be considered on case-by-case basis and subject to the discretion of the High Commission of Malaysia.

## **Visa Application for Medical Tourism**

Visitor from Bangladesh who wishes to go to Malaysia for a medical treatment may apply for visa without reference (social visit) and submit application to the OSC through the authorized official partners of Malaysian Healthcare Travel Council (MHTC) by providing appointment letter from the medical services provider in Malaysia that are registered with the MHTC (apart from regular documents required for visa application). List of authorized partners of MHTC and their contact details can be obtained from the OSC's website: [www.visamalaysia.com.bd](http://www.visamalaysia.com.bd) eVISA for medical purpose is also available through the online portal [www.windowmalaysia.my](http://www.windowmalaysia.my). Applicant may apply online by uploading the appointment letter from the medical services provider in Malaysia that is registered with the MHTC (apart from regular documents required for eVISA application).

## **Further Information**

For more information or inquiries regarding Malaysia visa application, please contact the OSC: [www.visamalaysia.com.bd](http://www.visamalaysia.com.bd) .

## **Foreign Workers' Approval Process**

Foreign Workers Management Division, Ministry of Home Affairs, Malaysia deals with the approval process for employers to bring in foreign workers to Malaysia.

Weblink:

<http://www.moha.gov.my/index.php/en/pengenalan-perkhidmatan-pengurusan-pekerja-asing>

## Approved Sectors

This division processes foreign worker intake applications for the following approved sectors:

- 1) Manufacturing;
- 2) Construction;
- 3) Agriculture;
- 4) Plantation;
- 5) Mining & Quarrying; and
- 6) Services:
  - (a) Restaurant sub-sector (cooks only);
  - (b) Cleaning and sanitation sub-sector;
  - (c) Island Resorts sub-sector;
  - (d) Hotels sub-sector;
  - (e) Golf Caddy (Men); and
  - (f) Cargo Handling (Airports and Seaports).

## Levy Payment Rates

Sectors	Levy Rate
Manufacturing	RM 1,850
Construction	RM 1,850
Plantation	RM 640
Agricultural	RM 640
Mining & Quarrying	RM 1,850
Services	RM 1,850

## Approved Foreign Worker Source Countries

Male and female foreign workers from the following source countries are allowed to work in all sectors, namely manufacturing, plantation, agriculture, services and construction: Thailand, Philippines, Cambodia, Myanmar, Laos, Vietnam, Kazakhstan, Nepal, Pakistan, Sri Lanka, Turkmenistan, Uzbekistan, and **Bangladesh**.

## Foreign Worker One-Stop Approval Centre

The Foreign Worker One-Stop Approval Centre of the Ministry of Home Affairs came into effect on 1 August 2005.

Through this procedure, applications that are complete and adhere to all the

conditions stipulated in the checklist will be processed and the decisions given on the same day.

The foreign worker intake process involves an interview of the company owner/employer or authorised representative by Members of the Panel comprising of representative of the following ministries/regulatory agencies:

Sectors	Ministry
Manufacturing	Ministry of International Trade and Industry
Construction	Construction Industry Development Board (CIDB)
Agriculture	Ministry of Agriculture and Agro-Based Industries
Plantation	Ministry of Plantation Industries and Commodities
Mining & Quarrying	Ministry of Natural Resources and Environment
Services:	
<ul style="list-style-type: none"> <li>a. Restaurant sub-sector (cooks only)</li> <li>b. Cleaning and sanitation sub-sector</li> <li>c. Island Resorts sub-sector</li> <li>d. Hotels sub-sector</li> <li>e. Golf Caddy (Men)</li> <li>f. Cargo Handling (Airports and Seaports)</li> </ul>	<ul style="list-style-type: none"> <li>a) Ministry of Domestic Trade &amp; Consumer Affairs</li> <li>b) Ministry of Domestic Trade &amp; Consumer Affairs</li> <li>c) Ministry of Tourism &amp; Culture</li> <li>d) Ministry of Tourism &amp; Culture</li> <li>e) Ministry of Tourism &amp; Culture</li> <li>f) Ministry of Transport</li> </ul>

The Ministry of Home Affairs is the Secretariat and supplementary member of the interview board for all sectors.

All foreign workers application must be made through online system as below:

- a. <https://www.eppax.gov.my> for all foreign workers application except from Bangladesh;
- b. <https://www.sppa.com.my/> for foreign workers application only from Bangladesh (as of 2018)

### **Foreign Workers' Visa Process**

Immigration Department of Malaysia deals with the post-approval visa process for foreign workers.

Weblink:

<https://www.imi.gov.my/portal2017/index.php/en/main-services/foreign-workers.html>

## Recruitment Terms and Conditions for Foreign Workers

- Only permitted to work in these sectors - Manufacturing, Construction, Plantation, Agriculture and Services;
- Quota of foreign workers must be obtained by employers / companies from Ministry of Home Affairs, One Stop Centre (OSC);
- Age of not less than 18 years and not more than 45 years at the time of application;
- Certified PASS for Immigration Security Clearance (ISC) at the source country; [List of ISC Centres](#)
- Certified as fit and healthy by the approved medical centre in the source countries; [List of medical centre](#)
- Not listed as foreign individuals who are prohibited from entering Malaysia under Section 8 (3) of the Immigration Act 1959/1963; and
- Foreign workers must come from **approved source countries** as below:
  - *For all Sectors* - Thailand, Philippines, Cambodia, Myanmar, Laos, Vietnam, Kazakhstan, Nepal, Pakistan, Sri Lanka, Turkmenistan, and Uzbekistan;
  - *Construction (high tension cable only), Services (goldsmith, wholesale/ retail, restaurant-cooks only, metal/ scrap materials and recycling, textiles and barbers), Agriculture and Plantation* – India;
  - *Male workers are allowed to work in all sectors except manufacturing, while female workers are allowed to work in all sectors stipulated-* Indonesia;
  - *Plantation via G to G agreement* – **Bangladesh** (as per the Immigration Department of Malaysia Website).

## Visa Application Procedures

### Phase 1 (Pre-Arrival)

- Employers must first get the PASS Immigration Security Clearance (ISC) result at the ISC centre in the source countries.
- Employers must first apply to the Immigration Department for a Visa with Reference (VDR) approval before employing foreign workers.
- Application forms for VDR can be submitted either at the Immigration counters or online via e-Services system.
- VDR application must follow this checklist:
  - VDR application form;
  - Approval letter from Ministry of Home Affairs (Quota approval);
  - Original receipt of payment for levy;
  - IM.12 and IM.38 Forms;
  - Security bond - deposits / insurance guarantee / bank guarantee (insurance guarantee must be stamped and valid for at least 18 months );

- Copy of the foreign workers' passports;
  - Latest photo of the foreign workers (passports size);
  - Medical certificates from the medical centre in origin countries (valid for 3 month from the date of issuance);
  - Foreign Worker Compensation Scheme (insurance); and
  - Insurance policy of Health Insurance Protection Scheme Foreign Workers (SPIKPA) - Except for Plantation Sector.
- Foreign workers must remain in their respective countries pending VDR approval from Malaysian Immigration Department.

**Note:** For Sabah and Sarawak, the approval for foreign worker's employment is governed by the State Government accordingly.

### **Phase 2 (Post-Arrival)**

- Foreign workers will only be allowed to enter the country at the authorized entry points using the VDR issued by the Immigration Department and entry visa issued by the Malaysian mission in the country of origin.
- Employers must ensure that the clearance process of foreign workers at the entry points is done within 24 hours from the arrival time.
- The issuance of Visit Pass (Temporary Employment) [VP (TE)] to the foreign workers will only be done after they have passed the FOMEMA medical examination within 30 days which can be done at any medical centres registered with FOMEMA.
- VP (TE) will be issued once the foreign worker is certified fit by clinic/ medical centre registered with FOMEMA. Failing which, the foreign worker will not be allowed to stay and work in this country. Employers are required to apply for Check-Out Memo for the repatriation of the foreign worker.
- Issuance of VP (TE) shall be made at the Immigration Office which issued the VDR approval letter.

### **Extension of VP (TE)**

- VP (TE) is valid for a period of 12 months. Employers can apply for VP (TE) extension 3 months before the expiry date.
- Employers must ensure the extension application is made before the VP (TE) expires. Any application submitted after the expiry date will be referred to the Immigration Enforcement Division for consideration.
- Application of VP(TE) extension must adhere to this checklist :
  - Passport of the foreign worker is still valid for 12 months and above;
  - Application letter to extend the VP(TE);
  - Identification document of employee/ company representative (SSM company / Form 49 / Form B & D / Card Company Representative / Form Company representatives have endorsed / copy of the employer 's identity card);

- Security bond in a form of bank guarantee / insurance guarantee / deposit (validity period of bank guarantee / insurance guarantee is at least 18 months);
- Insurance policy of Health Insurance Protection Scheme Foreign Workers (SPIKPA) – except for plantation sector;
- Slip of Foreign Workers Compensation Scheme (FWCS ); and
- Foreign workers must undergo medical examination and certified fit by the clinic/ medical centre registered with FOMEMA (for 2nd and 3rd year extension only).

### Employment Period and Repatriation

- Foreign workers are allowed to work in this country on a yearly basis up to 10 years. However, those registered under the 6P Program is allowed to work up to 3 years only.
- Upon completion or termination of employment, the employers must ensure that foreign workers are deported to their origin countries by using Check Out Memo. Security bond can be claimed provided the repatriation process is done accordingly through Check Out Memo.

### Fees for VP (TE) Extension

The following fees must be paid to the Immigration Department for VP (TE) extension application:

SECTOR	LEVY (Peninsular)	LEVY (Sabah/ Sarawak)	VP(TE)	PROCESS	VISA
Manufacturing	RM1,850.00	RM1,010.00	RM60.00	RM125.00	Based on nationality
Construction	RM1,850.00	RM1,010.00	RM60.00	RM125.00	
Plantation	RM640.00	RM590.00	RM60.00	RM125.00	
Agriculture	RM640.00	RM410.00	RM60.00	RM125.00	
Services	RM1,850.00	RM1,490.00	RM60.00	RM125.00	
Services (island resort)	RM1,850.00	RM1,010.00	RM60.00	RM125.00	

Table 1 : Rate of levy, VP(TE) and process fee based on different sectors

NATIONALITY	VISA (RM)	SECURITY BOND (RM)
Indonesia	15.00	250.00
Bangladesh	20.00	500.00
Pakistan	20.00	750.00
Myanmar	19.50	750.00
India	50.00	750.00
Philippines	36.00	1,000.00
Thailand	Gratis	250.00
Cambodia	20.00	250.00
Nepal	20.00	750.00

Vietnam	13.00	1,500.00
Sri Lanka	15.00	750.00

Table 2 : Rates of Visa and security bond based on nationality

- Payment can be made in cash or bank drafts to the "Director General of Immigration Malaysia".
- For the state office, address it to the "Director of Immigration of (the respective states)" e.g. Director of Immigration, Selangor.
- Foreign workers who hold the VP (TE) permit must adhere to these conditions:
  - family members are not allowed to accompany or live in this country;
  - must not work as front liner;
  - change of employers or employment sectors is not allowed; and
  - marriage is prohibited with local or foreign citizens.

### **Abscondment of Foreign Workers**

- Foreign workers can be categorized as absconded when:
  - leaving work place without notifying the employers with the intention to escape; and
  - not returning to work place after coming back from origin country.
- Employers are required to notify the Immigration Department for absconded cases and must provide these documents:
  - Identification document of employer/company representative;
  - Copy of foreign worker's passport;
  - Foreign worker absconded form; and
  - Valid police report.
- Foreign workers who commit the act of abscondment will be blacklisted by the Immigration Department.
- Their security bonds will be confiscated as well.