



INVESTOR GUIDE: NAVIGATING THE MIDA EXPATRIATE SYSTEM

[FREQUENTLY ASKED QUESTIONS]

A. GENERAL INFORMATION

No	Questions	Answers
1	What is the MIDA Expatriate System and its relation to MIDA's <i>InvestMalaysia</i> ?	<p><i>InvestMalaysia</i></p> <p><i>InvestMalaysia</i> is MIDA's official digital platform, launched on 30 September 2019, designed to streamline the submission, tracking and approval of investment-related applications and incentives in Malaysia.</p> <p>It serves as a one-stop portal for investors in processing applications for project approvals in the manufacturing and selected services sectors. The platform comprises several modules such as <i>Manufacturing License, Incentives, Grant, Status, RE/RO, Confirmation Letter for Exemption from ML, Domestic Sales, Import Duty Exemption, Post Approval/ Post Licensing/ Post Incentive; and an expatriate module.</i></p> <p>MIDA Expatriate System (MES)</p> <p><i>InvestMalaysia</i> has since introduced an enhanced expatriate module known as the MIDA Expatriate System (MES) to manage expatriate pass applications more comprehensively.</p>
2	What can investors benefit from this expatriate process application enhancement?	<p>The end-to-end process has been designed to deliver a faster, more accurate, and seamless experience for investors in obtaining immigration passes for qualified expatriates under MIDA's management and monitoring.</p> <p>Through a single sign-on using their existing <i>InvestMalaysia</i> ID and Password) investors are required to submit their</p>

No	Questions	Answers
		<p>applications and upload the necessary documents only once, prior to the final decision and issuance of the ePass by the Immigration Unit in MIDA;</p> <ul style="list-style-type: none"> • Company registration in the Immigration system • Expatriate post approval • Pass approval • Issuance of ePass <p>By enhancing the process, MIDA is able to manage applications with greater efficiency and transparency, reduce processing time, and improve the overall delivery of government services in expatriate matters.</p>
3	What is the application submission process and how the system can be accessed?	<p>Companies can submit their applications via MIDA InvestMalaysia at</p> <p>➤ https://investmalaysia.mida.gov.my ; using their existing <i>InvestMalaysia</i> ID and Password.</p>
4	What types of employment passes does MIDA process under MES	<p>The MES processes the following expatriate applications:</p> <ol style="list-style-type: none"> a) Employment Pass (EP) b) Employment Pass for Foreign Graduate (EP Foreign Graduate); c) Professional Visit Pass (PVP); d) Dependant Pass (DP) / Long-Term Social Visit Pass (LT-SVP)
5	Which sectors does MIDA cover for expatriate applications	<p>MIDA evaluates expatriate applications for the following sectors:</p> <ol style="list-style-type: none"> a) Manufacturing Sector – All sub-sectors with a valid Manufacturing License (ML)/ Interim Approval Letter/ Letter of Exemption from ML (ICA10 Approval); b) Selected Services Sector –companies with a valid MIDA Incentive Approval Letter/ Status Approval Letter/ Grant Approval Letter;

No	Questions	Answers
		<p>i. Selected services:</p> <ol style="list-style-type: none"> a. Operational Headquarters (OHQ)* b. Regional Distribution Centre (RDC)* c. International Procurement Centre (IPC)* d. Principal Hub (PH)* e. Global Operation Hub f. Representative Office / Regional Office (RE/RO) g. R&D company h. Hotel & Tourism Projects i. Technical & Vocational Training Institutions & Other Services j. Medical Device Testing Laboratory <p>ii. Other services (with MIDA incentives):</p> <ol style="list-style-type: none"> a. Oil & Gas Services b. Clean Technology & Environment Management c. Integrated Logistics Services (ILS) d. Integrated Market Support (IMS) e. Central Utility Facilities (CUF) f. Cold Chain Facilities (CCF) g. Premium Outlets <p><u>(*) Important Notes:</u></p> <ul style="list-style-type: none"> ● OHQ – Companies whose OHQ Status approval letter has exceeded 10 years must obtain an approval letter to maintain their OHQ Status via the InvestMalaysia portal. ● RDC/IPC – Companies whose RDC/IPC Status approval letter has exceeded 10 years must submit the Annual Performance Report (APR) to MIDA and obtain an Acknowledgement Letter. ● PH – Companies whose Principal Hub (PH) Incentive approval letter has expired must obtain a letter from MIDA confirming that the company continues to carry out activities under the definition of a Principal Hub.

No	Questions	Answers
6	<p>Moratorium in the Steel Industry.</p> <p>Will my expatriate applications be affected?</p>	<p>A two-year moratorium imposed by MITI on the steel industry applicable to the MANUFACTURING SECTOR ONLY, and was in effect from 15 August 2023 to 14 August 2025.</p> <p>On 20 February 2025, MITI <u>extended the moratorium for upstream products namely long and flat steel products</u> until the policy is reviewed. The moratorium for all other steel products has since been lifted.</p> <p>As a result, applications for ML/ICA10/Incentives approval for upstream products (long and flat steel products) will continue to be deferred. This has the following implications for expatriate applications:</p> <ul style="list-style-type: none"> a) Existing companies with valid ML/ICA10 approvals issued prior to the moratorium are eligible to submit expatriate applications for consideration. b) Existing companies without valid ML/ICA10 approval, or whose ML/ICA10 applications were rejected as a result of the moratorium, are NOT eligible to submit expatriate applications c) Existing companies with ICA10 approval issued prior to the moratorium, but whose requests for an ML under regularisation were subsequently not considered due to the moratorium, CAN be considered for expatriate applications given that their ICA10 approval was valid before the moratorium took effect.
7	<p>What is MIDA's processing timeline (client charter)</p>	<p>Applications will be processed within 15 working days (end-to-end), provided that all required information and documents are complete and accurate, as follows;</p> <ul style="list-style-type: none"> a) MIDA – within 10 working days; and b) Immigration Unit in MIDA – within 5 working days
8	<p>How can I check the status of my application?</p>	<p>Please refer: A. General Information (No.3) for guidance on accessing the system to track your application status.</p>

No	Questions	Answers												
9	What happens if my application is Incomplete?	<p>MIDA will not reject an incomplete application outright. Instead the company will be notified via digital notification/ or email if any information is missing or additional documents are required.</p> <p>Please note that the processing client charter will be PAUSED until the company resubmits the required information/documents.</p> <p>Companies are therefore advised to ensure that all information and uploaded documents are complete, clear, and in the specified format before submission, to avoid unnecessary delays in processing.</p>												
10	What are the evaluation fees charged by MIDA?	<p>MIDA charges the following evaluation fees for expatriate applications:</p> <table border="1" data-bbox="654 898 1455 1199"> <thead> <tr> <th data-bbox="654 898 1206 976">Type of Pass</th> <th data-bbox="1206 898 1455 976">Evaluation Fee* (RM)</th> </tr> </thead> <tbody> <tr> <td data-bbox="654 976 1206 1014">Employment Pass (EP)</td> <td data-bbox="1206 976 1455 1014">2,000</td> </tr> <tr> <td data-bbox="654 1014 1206 1052">Professional Visit Pass (PVP)</td> <td data-bbox="1206 1014 1455 1052">1,200</td> </tr> <tr> <td data-bbox="654 1052 1206 1089">Dependant Pass (DP)</td> <td data-bbox="1206 1052 1455 1089">500</td> </tr> <tr> <td data-bbox="654 1089 1206 1163">Long Term Social Visit Pass (LT-SVP)</td> <td data-bbox="1206 1089 1455 1163">500</td> </tr> <tr> <td data-bbox="654 1163 1206 1199">Purchase My-Data SSM</td> <td data-bbox="1206 1163 1455 1199">24</td> </tr> </tbody> </table> <p>Note: The evaluation fees above are exclusive of 8% SST and Immigration-related fees for pass endorsement under the Akta Fi 1951.</p>	Type of Pass	Evaluation Fee* (RM)	Employment Pass (EP)	2,000	Professional Visit Pass (PVP)	1,200	Dependant Pass (DP)	500	Long Term Social Visit Pass (LT-SVP)	500	Purchase My-Data SSM	24
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11	What is the step-by-step submission process?	<p>Please refer to the process flow infographic in Appendix 1 for a visual overview of the end-to-end application process.</p> <p>The entire application process, from company immigration account registration, expatriate post approval, and pass approval, through to pass endorsement is handled at MIDA. The issuance of the ePass is also be managed at MIDA through a dedicated Immigration Unit located at Level 17, MIDA Sentral.</p>												
12	Will my company be affected by the Immigration Department's Cooling-off	<p>Effective 1 July 2025, the Immigration Department has implemented a six (6) month COP for companies found to</p>												

No	Questions	Answers
	<p>Period (COP) for compliance violation?</p>	<p>have violated any compliance rules related to expatriate applications. Violations include, but are not limited to:</p> <ul style="list-style-type: none"> ● Submitting false or misleading information; ● Using fake or forged documents; and ● Misusing the System. <p>Companies found to have committed such violations will not be permitted to submit any applications for six (6) months. During this period, a thorough review will be conducted to assess the company's compliance record, internal governance, and overall integrity. Upon completion of the COP, the company's eligibility will be reassessed, and further action may be taken if necessary.</p> <p>This measure supports the Immigration Department of Malaysia's goal to maintaining transparency, national security, and trust in the expatriate management system.</p> <p>MIDA strongly urges all companies to:</p> <ul style="list-style-type: none"> ● Ensure that all information submitted is accurate and truthful; ● Strengthen internal processes to meet Immigration compliance requirements. <p>Your cooperation is essential in upholding a transparent and reliable expatriate management system, and in sustaining Malaysia's continued industrial development.</p>
13	<p>If my application is rejected, am I allowed to reapply?</p>	<p>Yes. For rejected applications, the company may reapply by notifying MIDA's Industry Talent Management and Expatriate Division through the following channels:</p> <ul style="list-style-type: none"> ● Telephone: +603-2267 3633 / 3607 ● Email: expatriate@mida.gov.my <p>Upon notification, MIDA will allow the company to resubmit its application in accordance with the procedures outlined in A. General Information (No. 3).</p> <p>Please note that resubmitted applications will be evaluated by MIDA and treated as appeal cases. The final consideration is under the purview of the Director General of the Immigration Department of Malaysia.</p>

No	Questions	Answers
14	Who can I contact for enquiries or assistance?	<p>For any clarification or assistance, please contact;</p> <p><u>MIDA</u></p> <ul style="list-style-type: none"> ● The Industry Talent Management & Expatriate Division, MIDA; ● Email at expatriate@mida.gov.my ; ● Telephone at +603-2267 3633 / 3607 <p><u>Immigration Department of Malaysia:</u></p> <ul style="list-style-type: none"> ● Unit Imigresen MIDA, Level 17, MIDA Sentral; ● Email at imigresen@mida.gov.my ; ● Telephone at +603-2267 3528

**B. EMPLOYMENT PASS (EP)
(And Its Dependants)**

No.	Questions	Answers
1.	What is an Employment Pass (EP)?	<p>An Employment Pass (EP) is an official work authorisation issued to qualified foreign professionals (expatriates) employed in Malaysia for a specific duration.</p> <p>Applications for the EP must be submitted by the registered company in Malaysia (employer) on behalf of the expatriate being employed.</p>
2.	What are the types of types of Employment Pass (EP)?	<p>There are two (2) categories of expatriate positions, that can be held by expatriates, defined as follows:</p> <p>1. Key Post</p> <p>Key Post refers to a high-level managerial position in foreign-owned companies in Malaysia that is essential to the company's operations. These posts are typically permanent in nature and are held by individuals with significant authority to safeguard their interests and investments. They are responsible in determining the company's policies, decision-making and strategic planning of the company in achieving its goals.</p> <p>Top Management Position: Business Owner / Founder / Company Board of Directors / Company Shareholders / C-Suite who make investment decisions.</p> <p>2. Term Post</p> <p>Term Post refers to a time-bound position filled by an expatriate for a specific duration with the objective to transfer technical expertise and provide specialised skills to Malaysians, or train local employees. This position is typically transitional and aimed at supporting knowledge transfer to Malaysian talent.</p>

No.	Questions	Answers															
3.	What is the minimum paid-up capital required to qualify for expatriate applications?	<p>The minimum paid-up capital requirement is categorised according to three (3) types of companies, as outlined below:</p> <p>a) 100% Malaysian Owned Company – RM 250,000; b) JV Foreign & Malaysian Company – RM350,000; c) 100% Foreign Owned Company – RM500,000.</p>															
4.	What are the main qualifying criteria for Key Post and Term Post?	<p>The main qualifying criteria for each expatriate position category are as follows:</p> <table border="1" data-bbox="683 667 1446 1297"> <thead> <tr> <th data-bbox="683 667 906 699">Criteria</th> <th data-bbox="906 667 1130 699">Key Post</th> <th data-bbox="1130 667 1446 699">Term Post</th> </tr> </thead> <tbody> <tr> <td data-bbox="683 699 906 762">Foreign Paid-up capital</td> <td data-bbox="906 699 1130 762">At least RM1,000,000</td> <td data-bbox="1130 699 1446 762">Not Applicable</td> </tr> <tr> <td data-bbox="683 762 906 825">Basic Monthly Salary</td> <td data-bbox="906 762 1130 825">At least RM15,000</td> <td data-bbox="1130 762 1446 825">At least RM5,000</td> </tr> <tr> <td data-bbox="683 825 906 1024">Academic Qualification & Minimum Working Experience</td> <td data-bbox="906 825 1130 1024">Not Applicable</td> <td data-bbox="1130 825 1446 1024"> <ul style="list-style-type: none"> ● Degree and above + 3 years; or ● Diploma + 5 years; or ● Certificate + 7 years </td> </tr> <tr> <td data-bbox="683 1024 906 1297">Localisation Plan</td> <td data-bbox="906 1024 1130 1297">Not Applicable</td> <td data-bbox="1130 1024 1446 1297"> <ul style="list-style-type: none"> ● Identify named Malaysian successor(s) ● Training programme ● Duration of training programme </td> </tr> </tbody> </table>	Criteria	Key Post	Term Post	Foreign Paid-up capital	At least RM1,000,000	Not Applicable	Basic Monthly Salary	At least RM15,000	At least RM5,000	Academic Qualification & Minimum Working Experience	Not Applicable	<ul style="list-style-type: none"> ● Degree and above + 3 years; or ● Diploma + 5 years; or ● Certificate + 7 years 	Localisation Plan	Not Applicable	<ul style="list-style-type: none"> ● Identify named Malaysian successor(s) ● Training programme ● Duration of training programme
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5.	Can a testimonial be accepted in the absence of academic qualification for the Term Post category?	<p>Yes. A testimonial may be accepted for the Term Post category under the following circumstances:</p> <p>a) If the expatriate is a shareholder, owner, or director, provided that the expatriate's name is stated in the SSM record; or</p> <p>b) If the expatriate name is not stated in the SSM record, the testimonial must be certified by the University/ Institution/ Board of Education in the respective country, where the expatriate graduated.</p>															

No.	Questions	Answers
6.	Is there a limit to the number of expatriates a company can apply for?	<p>There is no restriction on the number of expatriates a company may apply for.</p> <p>However, each application is assessed individually based on the specific project requirements of the project, the justification provided for the role, and the unavailability of local expertise.</p>
7.	What are the required documents for an EP application (Checklist)?	<p>Companies are required to upload the supporting documents as part of the EP application. However, certain information must be keyed into the system and does not require document upload.</p> <p>[Refer document: <i>Procedures and Guidelines on Application for Employment Pass (EP)</i>]</p>
8.	What justifications are required if a company needs to hire additional expatriates or extend an existing EP?	<p>The company must provide comprehensive justifications, including the following:</p> <ul style="list-style-type: none"> a) Expansion/ diversification project – company to obtain approval for the said project from MIDA through <i>InvestMalaysia</i> for; <ul style="list-style-type: none"> i. Manufacturing sector - Manufacturing License (ML)/ Interim Approval Letter; ii. Selected services sector - Incentive Approval Letter/ Status Approval Letter/ Grant Approval Letter; b) Upgrading processes/ modernisation activities – company to provide K1 Forms (<i>Borang Kastam K1</i>) as evidence for purchasing new machine and equipment; c) Detailed information on the necessity of the position and its relevance to business operations or project implementation, subject to; <ul style="list-style-type: none"> i. Efforts have been made to train or transfer knowledge to Malaysian employees (information on localisation programme); ii. Any other supporting documents demonstrating the critical need for the expatriate in company to support the approved project.

No.	Questions	Answers
9.	Which application category should a company select for additional or extended EP applications?	<p>Companies must ensure they select the appropriate application category, as follows:</p> <p>a) New category</p> <ul style="list-style-type: none"> i. New expatriate; ii. Additional expatriate – new position; iii. Existing expatriate – change or amend name of position; iv. Existing expatriate – change employer; v. Existing expatriate position – replacement expatriate; vi. Existing expatriate with expired EP. <p>b) Renewal category - extension of existing EP applications.</p> <ul style="list-style-type: none"> i. Extension EP – same position and expatriate; ii. Extension EP – same employer; iii. Extension EP – change <i>Agensi Pelulus/ Agensi Kawal Selia</i>; iv. Change EP category – within category EP I/ II/ III. <p>It is important to select the correct category to avoid application returns or rejections due to misclassification.</p>
10.	Can a company appeal if an EP application is rejected?	Yes. Please refer to A. General Information (No. 13) for the appeal procedure.
11.	Can a company amend or change the details of an EP approval once the ePass has been issued?	<p>No. Once the ePass has been issued, the company is required to submit a new EP application. Please refer to A. General Information (No. 3) for the submission procedure.</p> <p>However, if payment verification for the endorsement of the ePass has not yet been made, the company may request amendments by submitting the application manually in accordance with the Immigration checklist, via email to expatriate@mida.gov.my.</p>
12.	What is the procedure for an EP holder who intends to change employer?	Expatriates holding a valid EP are permitted to change employers while in Malaysia, subject to approval from the

No.	Questions	Answers
		<p>Immigration Department of Malaysia. The procedure is as follows:</p> <ul style="list-style-type: none"> a) The expatriate submits a resignation letter to the current employer; b) The current employer submits an EP cancellation request to the Immigration Department. The existing EP will be shortened accordingly, and the expatriate may continue to remain in Malaysia legally during this period. c) The new employer submits a new EP application for the expatriate under the New EP category. Please refer to A. General Information (No.3)] for the submission procedure. d) Once the new EP approved, the expatriate proceeds to the Immigration Department for payment verification and ePass endorsement.
13.	Can an expatriate remain in Malaysia during the EP application process?	<p>An expatriate may remain in Malaysia ONLY if they hold any of the following valid passes at the time of application;</p> <ul style="list-style-type: none"> a) A valid existing EP (<i>for EP renewal applications</i>) b) A valid Special Pass c) A valid Investor Pass d) A valid Professional Visit Pass (PVP), provided that the EP application has been submitted to MIDA's MES e) A valid Dependant Pass/ Long Term Social Visit Pass <p>However, an expatriate MUST leave Malaysia or must be abroad if:</p> <ul style="list-style-type: none"> a. expatriate is applying for a new EP and is currently holding a Social Visit Pass (SVP); or b. The expatriate is holding an expired pass or has overstayed, and is in the process of applying for an EP.
14.	What should a company do if an expatriate resigns or their contract ends?	The company (employer) is required to notify the Immigration Department of Malaysia at Unit Imigresen MIDA, Level 17, MIDA Sentral, for EP cancellation. It is the

No.	Questions	Answers
		<p>employer's responsibility to ensure that the expatriate exits Malaysia.</p> <p>However, if the expatriate's contract has ended and the employer wishes to extend it, the employer may apply for an EP Renewal before the expiry of the existing EP. Please refer to A. General Information (No. 3) for the submission procedure.</p>
DEPENDANT PASS & LONG-TERM SOCIAL VISIT PASS		
15.	Can expatriates bring their dependants to Malaysia?	<p>Yes. Expatriates holding a valid EP Category I or II are permitted to bring their dependants to Malaysia and may apply for the relevant passes on their behalf.</p> <p><u>Note:</u> Expatriates holding an EP under the foreign graduate category are permitted to bring dependants. Their dependents may enter Malaysia using the Social Visit Pass mechanism.</p>
16.	Who qualifies to be recognised as a dependant?	<p>There are two (2) types of passes available for dependants, as follows:</p> <p>a) Dependant Pass (DP) for:</p> <ol style="list-style-type: none"> i. Legal spouse of Employment Pass holder; ii. Children below 18 years old (biological, stepchild, legally adopted) of Employment Pass holder; iii. Disabled child regardless of age. <p>b) Long-term Social Visit Pass (LT-SVP) for:</p> <ol style="list-style-type: none"> i. Children aged between 18 years until 25 years old (biological, stepchild, legally adopted; except for children with disabilities), who are unmarried and not studying/ working in Malaysia; ii. Children of common law spouse from previous relationship (below 7 years old); iii. Parents and Parents-in-law of Employment Pass holder; iv. Common law spouse of Employment Pass holder can be considered.

No.	Questions	Answers		
17.	What documents are required for a dependant application?	Companies are required to upload the following supporting documents as part of the Dependant Pass (DP) or Long-Term Social Visit Pass (LT-SVP) application:		
		Documents	DP	LT-SVP
		1 Passport Photo with following specifications: <ul style="list-style-type: none"> light blue background with photo size of 3.5cm x 5.0cm Size of photo must be in 99 x 142 pixels Taken in full-face view facing the camera with neutral facial expression, both eyes open and mouth closed No head covering allowed which obscures hair or hairline unless worn for religious purpose Edited photo is NOT acceptable 	/	/
		2 Copy of Passport: All Pages (Full Booklet with Front & Back Pages with at least 6 empty pages) and at least 12 months validity; scanned in clear and colour copy. Note: Diplomatic Official/ Refugee Temporary Emergency passport is NOT acceptable.	/	/
		3 Copy of Marriage Certificate (for legal spouse); and/or Copy of Birth Certificate (for children below 18 years old); a) Must be translated into English if it is in foreign language and Certified True Copy (CTC) by the Malaysian Embassy/ High Commission/ Consulate General of Malaysia in the respective country; OR by the respective Embassy/ High Commission/ Consulate General in Malaysia.	/	x

No.	Questions	Answers	
		<p>b) Translation must be done either by the Respective Embassy/ High Commission/ Consulate General; OR by the Malaysian Institute of Translation & Books (Institut Terjemahan Buku Malaysia - ITBM).</p>	
		<p>4 Copy of Birth Certificate (for children aged between 18 years until 25 years old); and/or</p> <p>Copy of Birth Certificate of EP holder (for Parents); and/or</p> <p>Copy of Birth Certificate of EP holder's legal spouse (for Parents-in-laws):</p> <p>a) Must be translated into English if it is in foreign language and Certified True Copy (CTC) by the Malaysian Embassy/ High Commission/ Consulate General of Malaysia in the respective country; OR by the respective Embassy/ High Commission/ Consulate General in Malaysia.</p> <p>b) Translation must be done either by the Respective Embassy/ High Commission/ Consulate General; OR by the Malaysian Institute of Translation & Books (Institut Terjemahan Buku Malaysia - ITBM).</p>	<p>x /</p>
		<p>5 For Common Law Spouse:</p> <ul style="list-style-type: none"> Affidavit / Acknowledgement letter from the Employment Pass holder's Embassy / High Commission/ Consulate 	<p>x /</p>

No.	Questions	Answers			
			General on the relationship status with the EP holder.		
		6	For Children aged between 18 years until 25 years old: <ul style="list-style-type: none"> Statutory Declaration letter from the Commissioner of Oaths and Confirmation Letter from the respective Embassy/ High Commission/ Consulate General in Malaysia regarding the dependant's latest status (single, not studying/not working in Malaysia and still under the custodian of the EP holder). 	x	/ (Only for renewal)
		7	Personal Bond – for all category of dependant under LT-SVP is required completed Personal Bond form duly stamped by Inland Revenue Board (IRB)	x	/
		8	Adoption Documentations/Papers (If Applicable, For Adopted Child) If Applicable, Authenticate Documentations/Papers That Proofs the Child Is Adopted	x	/
		9	Doctor's Letter for Children with Disability (If Applicable) If Applicable, A Doctor's Letter Is Required to Apply Dependant Pass (Any Age) For Disabled Children	/	x
18.	When can a dependant application be submitted?	A dependant application may be submitted either together with the principal expatriate's EP application, or separately once the principal's EP application has been approved. Applications are submitted through the same procedure as the EP application. Please refer to A. General Information (No. 3) for details.			

No.	Questions	Answers
		<p>Dependants also have the option to enter Malaysia together with the principal, or individually after the principal's EP has been approved and the principal is already in Malaysia.</p>
19.	<p>What is the immigration processing timeline for dependant applications</p>	<p>Dependant applications will be processed by the Unit Imigresen MIDA, Level 17, MIDA Sentral within 5 working days, provided that all required information and documents are complete and accurate.</p>
20.	<p>Are Dependant Pass or Long-Term Social Visit Pass holders permitted to work in Malaysia?</p>	<p>No, dependants are NOT permitted to work in Malaysia without first applying for or obtaining their own Employment Pass (EP).</p> <p>However, for social and welfare purposes (working for non-profit organisation), the holder may request for special permission to undertake activities from the Immigration Department of Malaysia.</p>

C. EP FOREIGN GRADUATE

No.	Questions	Answers
1.	What is the EP Foreign Graduate?	<p>The EP Foreign Graduate is an Employment Pass issued to foreign international graduates of Malaysian Higher Education Institutions (IPTs) who have completed their studies and wish to work in Malaysia without prior working experience. This pass is issued for a maximum duration of 24 months and is non-renewable.</p> <p>The initiative was announced by the Government under Budget 2025 as a temporary measure to support Malaysia in addressing talent shortages in key manufacturing sectors.</p>
2.	What are the eligible sectors for an EP Foreign Graduate application?	<p>The EP Foreign Graduate is applicable only fo the manufacturing sector and restricted only for five (5) key areas under the New Industrial Master Plan (NIMP) 2030:</p> <ul style="list-style-type: none"> a) Electrical & Electronics b) Specialty Chemicals c) Aerospace d) Pharmaceuticals e) Medical Devices
3.	Who is eligible to apply for EP Foreign Graduate?	<p>The EP Foreign Graduate is open to international students who have completed their studies at a Malaysian Higher Education Institution (IPT) and are currently holding one of the following valid passes:</p> <ul style="list-style-type: none"> i. Student Pass; or ii. Social Visit Pass (Graduate) *. <p><i>Note (*):</i> <i>The Social Visit Pass (Graduate) is issued to international students who have graduated from a local IPT and wish to extend their Student Pass for up to 12 months for the purpose of travelling within the country, preparing to pursue further studies, or working part-time. Working part-time under this pass is restricted to five (5) sectors only: Campus Employment, Hospitality, Petrol Stations, Mini Markets, and Restaurants. This pass is applicable to postgraduates and above, and is only valid in Peninsular Malaysia.</i></p>
4.	What are the qualifying criteria for the EP Foreign Graduate?	<p>[Refer document: <i>Procedures and Guidelines on Application for Employment Pass for Foreign Graduate</i>]</p>

5.	What are the required documents for an EP Foreign Graduate application (Checklist)?	[Refer document: <i>Procedures and Guidelines on Application for Employment Pass for Foreign Graduate</i>]
6.	Is there a quota on the number of foreign graduates a company can hire?	There is no specific quota. However, each application is evaluated on a case-by-case basis considering the following factors: <ul style="list-style-type: none"> • The eligible sector • Efforts made to hire local graduates • Local workforce composition • Compliance with government regulations • Any other relevant justification provided by the company
7.	What is the duration of the EP Foreign Graduate and can it be extended?	The EP Foreign Graduate is valid for a maximum duration of 24 months. No extension is permitted beyond this period.
8.	Can the EP Foreign Graduate be converted to another pass after the 24-month duration ends?	No. Upon the expiry of the pass, EP Foreign Graduate holders are NOT permitted to convert it to any other pass and must leave Malaysia once the pass expires. Should the individual intend to continue working in Malaysia or if an employer wishes to hire the individual, the employer is responsible to submit the relevant pass application while the individual is outside Malaysia.
9.	Is an EP Foreign Graduate holder permitted to bring dependants to Malaysia?	Yes. EP Foreign Graduate holders are permitted to bring dependants to Malaysia and may apply for the relevant passes on their behalf.
10.	What is the next step after an EP Foreign Graduate application is approved?	Upon approval, the company (employer) will receive a digital notification of the Immigration pass approval. The foreign graduate must then shorten their Student Pass or Social Visit Pass (Graduate) in order to proceed with the endorsement of the EP Foreign Graduate ePass.
11.	Can a company reapply if an EP Foreign Graduate application is rejected?	Yes. Please refer: A. General Information (No.13)
12.	Can an EP Foreign Graduate holder change employer?	Yes. An EP Foreign Graduate pass holder is permitted to change employers. However, the new pass granted under the new employer will be subject to the remaining validity

		<p>period of the current pass, and the total duration cannot exceed 24 months.</p> <p>For example, if the original EP Foreign Graduate was approved for 24 months and the holder changes employer after 6 months, the new pass may be considered for the remaining 18 months only.</p>
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D. PROFESSIONAL VISIT PASS (PVP)

No.	Questions	Answers						
1.	What is a Professional Visit Pass (PVP)?	<p>The Professional Visit Pass (PVP) is a temporary visa allowing foreign professionals to enter the country for specific professional purposes, such as training, consultancy, or project-based work including machine installation and stabilisation, on behalf of an overseas company.</p> <p>PVP holders remain employed by their overseas company throughout their stay. The pass is valid for a maximum duration of 12 months and is not extendable.</p>						
2.	Who is eligible to apply for a PVP through MIDA?	<p>The following criteria and guidelines apply to PVP applications submitted through MIDA:</p> <table border="1" data-bbox="695 1024 1414 1875"> <thead> <tr> <th data-bbox="695 1024 764 1087">No</th> <th data-bbox="764 1024 1243 1087">Criteria & Guidelines</th> <th data-bbox="1243 1024 1414 1087">PVP</th> </tr> </thead> <tbody> <tr> <td data-bbox="695 1087 764 1875">1</td> <td data-bbox="764 1087 1243 1875"> <p><i>Applications submitted by the companies registered in Malaysia and approved by MIDA in the following sectors:</i></p> <p>a) Manufacturing Sector – with Manufacturing License (ML)/ Interim Approval Letter/ Letter of Exemption from ML (ICA10);</p> <p>i. All sub-sectors</p> <p>b) Selected Services Sector – with MIDA Incentive/ Status/ Grant;</p> <p>ii. <i>Selected services sectors:</i></p> <ul style="list-style-type: none"> - Operational Headquarters (OHQ) - Regional Distribution Centre (RDC) - International Procurement Centre (IPC) - Principle Hub (PH) - Global Operation Hub </td> <td data-bbox="1243 1087 1414 1875">/</td> </tr> </tbody> </table>	No	Criteria & Guidelines	PVP	1	<p><i>Applications submitted by the companies registered in Malaysia and approved by MIDA in the following sectors:</i></p> <p>a) Manufacturing Sector – with Manufacturing License (ML)/ Interim Approval Letter/ Letter of Exemption from ML (ICA10);</p> <p>i. All sub-sectors</p> <p>b) Selected Services Sector – with MIDA Incentive/ Status/ Grant;</p> <p>ii. <i>Selected services sectors:</i></p> <ul style="list-style-type: none"> - Operational Headquarters (OHQ) - Regional Distribution Centre (RDC) - International Procurement Centre (IPC) - Principle Hub (PH) - Global Operation Hub 	/
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			<ul style="list-style-type: none"> - Representative Office / Regional Office (RE/RO) - R&D company - Hotel & Tourism Projects - Technical & Vocational Training Institutions & Other Services - Medical Device Testing Laboratory <p>iii. Other services (with MIDA incentives):</p> <ul style="list-style-type: none"> - Oil & Gas Services - Clean Technology & Environment Management) - Integrated Logistics Services (ILS) - Integrated Market Support (IMS) - Central Utility Facilities (CUF) - Cold Chain Facilities (CCF) - Premium Outlets 	
		2	<p>Services - Provide services or undergo training with a company registered in Malaysia on behalf of an overseas entity, with the following categories:</p> <ul style="list-style-type: none"> a) Category I: Expertise Transfer b) Category II: Research c) Category III: Training at companies registered in Malaysia (in sectors under MIDA's purview) d) Category IV: Volunteers e) Category V: Exhibitors under regulation of Malaysia Convention & Exhibition Bureau (MyCEB) f) Category VI: Student Internship* under companies registered in Malaysia (in sectors under MIDA's purview) <p>(*) must be relevant to the applicant's education</p>	/

			<i>background</i>	
		3	<p><i>Additional criteria for hotel trainees in companies carrying out hotel and tourism projects under MIDA's purview:</i></p> <ul style="list-style-type: none"> <i>a) Only for hotels rated 4 star and above.</i> <i>b) Hotels rated 3 stars may apply but restricted to only Indonesian trainees.</i> <i>c) Limited to 25 trainees at any given time.</i> <i>d) Maximum duration allowed is for only six (6) months and non-renewable.</i> <i>e) The trainee can only apply once for training in any hotel in Malaysia.</i> 	/
		4	<p><i>Duration of stay – Allowed for a maximum of 12 months or as applied (whichever is lower); and is restricted to one contract or project at a time. No extension is allowed beyond 12 months.</i></p>	/
		5	<p><i>Employment status - Must be currently employed by overseas companies (headquarters/ affiliates/ technical provider/ vendor companies).</i></p>	/
		6	<p><i>Employment Restriction - The pass is restricted under the Malaysian sponsoring company and the PVP holders are NOT allowed to work for other companies in Malaysia.</i></p>	/
		7	<p><i>Immigration status – Must not be on the Immigration Department of Malaysia 's Suspect List or Blacklist (SLBL).</i></p>	/
		8	<p><i>Passport Validity - Must possess a passport with validity period of not less than 12 months (Full Booklet with Front & Back Pages with at least 6 empty pages).</i></p>	/

		9	<i>Dependant - PVP holders are NOT entitled to apply for Dependant Pass.</i>	/
		10	<i>JTK approval under Section 60(k) of the Employment Act 1955.</i>	/
		11	<i>MyFutureJobs advertisement – advertised vacancies prior to hiring expatriates, unless the position falls under the automatic exemption from advertising.</i>	/
		12	<i>Academic qualification in related field;</i> <ul style="list-style-type: none"> • <i>Certificate; or</i> • <i>Diploma; or</i> • <i>Degree (and above)</i> 	/
		13	<i>Working experience in related field, for at least:</i> <ul style="list-style-type: none"> • <i>Certificate – 7 years; or</i> • <i>Diploma – 5 years; or</i> • <i>Degree (and above) – 3 years</i> 	/
3.	What are the required documents for a PVP application (Checklist)?	[Refer document: <i>Procedures and Guidelines on Application for Professional Visit Pass (PVP)</i>]		
4.	How should a company submit a PVP application?	Please refer to A. General Information (No.3)		
5.	Can a company amend or change the details of a PVP approval once the ePass has been issued?	<p>No. Company is required to apply for the new PVP application [Please refer: A. General Information (No.3)]</p> <p>However, if the payment verification for the endorsement of ePass has not yet been made, the company can request for amendments, as follows:</p> <p>a) Companies are required to submit applications manually (according to Immigration checklist) either through email to expatriate@mida.gov.my</p>		
6.	Can a company appeal if a PVP application is rejected?	Yes. Please refer to A. General Information (No.13)		
7.	Can a PVP holder extend their pass after the 12-month duration expires?	<p>No. The maximum duration of a PVP is 12 months, and no extension is permitted beyond this period.</p> <p>However, if the technical expert is still required to carry out work on a different product or a different project phase, the</p>		

		company may submit a new PVP application on their behalf. Please note that the technical expert must leave Malaysia before the expiry of their current pass and must remain outside Malaysia at the time the new application is submitted to MIDA.
8.	Can PVP holder extend their pass if the approved duration is less than 12 months?	Yes. A PVP extension application may be submitted at least 30 days before the expiry of the existing PVP. The extension will be considered for the remaining period ONLY , provided that the combined duration of the existing and extended PVP does not exceed 12 months in total.
9.	Are PVP holders permitted to convert to EP while in Malaysia?	Yes. The PVP holders are permitted to convert their PVP to EP, subject to; <ul style="list-style-type: none"> a) The individual is currently holding a valid PVP; b) PVP pass must be shortened at the Unit PLIK (ESD Level 3), Immigration Department of Malaysia, Putrajaya; c) The EP application to be submitted by company (employer) to MIDA [Kindly refer: A. General Information (No. 3)].
10.	Can a PVP holder work for more than one company in Malaysia?	No. The PVP is issued specifically for the sponsoring registered company in Malaysia. PVP holders are not permitted to work for or be assigned to any other company in Malaysia.
11.	Is a PVP holder allowed to bring dependants to Malaysia?	No. The PVP holder is not allowed to bring dependant. Their dependant may enter using Social Visit Pass mechanism.
12.	What activities are permitted under the PVP for sectors under MIDA's purview?	Permissible activities include but are not limited to the following: <ul style="list-style-type: none"> i. Machine or equipment installation, maintenance, and stabilisation; ii. Technical support or repair services; iii. Commissioning and system integration; iv. Professional consultancy; v. Technical assessments, inspections, or audits; vi. Practical training or knowledge transfer; vii. Participation in internship or industrial training programmes (where applicable).
13.	How long does it take to process a PVP application?	The standard processing time is 15 working days comprising 10 working days by MIDA and 5 working days

		by the Immigration Department — subject to the completeness and accuracy of all submitted documents.
14.	When can a technical expert enter Malaysia?	Technical expert may ONLY enter Malaysia after receiving PVP approval. Entry prior to approval is not permitted and may result in complications and violations of the Immigration Regulations.
15.	How is the PVP endorsed upon arrival in Malaysia?	Upon approval, the company will receive a digital notification. The applicant must obtain a Visa with Reference (VDR) from the Malaysian Embassy/High Commission, Consulate General, or via eVisa (where applicable), prior to entry. Final endorsement is subject to the requirements and conditions of The Immigration Act 1959/1963.
16.	What are the responsibilities of the Malaysian sponsoring company?	<p>The Malaysian sponsoring company is responsible for the following:</p> <ul style="list-style-type: none"> ● Ensuring the technical expert enters and exits Malaysia within the approved period ● Monitoring the activities of the PVP holder ● Notifying the Immigration Department of any changes or early termination ● Complying with all applicable laws and regulations ● PVP holder can work at company’s client work site subject to it is clearly stated in the LOA or service contract/agreement.

E. DECLARATION

No	Questions	Answers
1	What declaration is required, and what action will be taken if the approved passes are found to have been misused?	<p>By submitting this application, the applicant declares and acknowledges the following:</p> <p>A. I hereby declare that all particulars and information provided in this application are true and accurate. I am aware that any false report/statement/representation is an offence under Section 56(1)(f), Immigration Act 1959/63, punishable by a fine amounting of not more than RM10,000.00, imprisonment of not more than 5 years or both.</p> <p>B. I confirm that I have duly submitted all required documents as listed in the checklist and certify that all supporting documents are authentic, accurate and have not been altered or falsified in any way.</p> <p>C. I acknowledge that the Malaysian Investment Development Authority (MIDA), as the authority responsible for advising the Government of Malaysia on policies governing investments in the manufacturing and services sectors, may disclose my company's information (except secret manufacturing process or other trade secret) to relevant government bodies or appointed entities in accordance with its functions under the Malaysian Investment Development Authority (Incorporation) Act 1965;</p> <p>D. I acknowledge that the Government of Malaysia reserves the right to take legal action against me in the event that any false, misleading or fraudulent information is provided in this application. I accept full responsibility for any claims, liabilities, losses or damages incurred by the Government of Malaysia as a result of such misrepresentation or fraud;</p> <p>E. I acknowledge that the approval of this application is at the sole discretion of the Government of Malaysia. I hereby waive any right to pursue legal action against the Government of Malaysia for any decision made in</p>

No	Questions	Answers
		<p>relation to this application. and agree to indemnify and hold harmless the Government of Malaysia from any claims, liabilities or damages arising from this application or its outcome;</p> <p>F. I confirm that I have read, understood and agreed to all of the above statements and shall comply with all applicable laws, regulations and requirements set by the relevant authorities governing my business activities in Malaysia.</p>

Appendix 1

**PROCESS FLOW FOR APPLICATION PROCESS
(EP/ EP FOREIGN GRADUATE/ PVP/ DEPENDANT)**

