



## Frequently Asked Questions

### 1) What is the minimum qualification required for admission into Lincoln University College?

The minimum qualification required for admission is SPM (Class X) / O Level (Class X) / STPM (10 + 2)

### 2) What are the courses of study offered by Lincoln University College?

- Diploma in Nursing (PA 7151)
- Diploma in Hotel and Tourism Management (PA 6782)
- Diploma in Computer Science (PA 3333)
- Diploma in Multimedia (KA 5133)
- Diploma in Business Administration (A 4638)
- B.Sc Honours in Nursing (PA 9169)

Apart from the mentioned few, Lincoln University College offers various other courses as well. To know in detail about all the courses offered, please visit our web page, [www.lincoln.edu.my](http://www.lincoln.edu.my) and click on programs.

### 3) Is Lincoln University College approved by the Ministry of Higher Education and National Accreditation Board?

Yes. The Approval Number is: KPT/JPT/DFT/US/B33

### 4) Are the courses approved by the National Accreditation Board? (MQA)

Yes, all courses are approved by the National Accreditation Board (MQA) of Malaysia.

### 5) Where is Lincoln University College situated?

- Address: Mayang Plaza, Block A, No 1 Jalan SS 26/2, Taman Mayang Jaya, 47301, Petaling Jaya, Selangor Darul Ehsan, Malaysia.
- Lincoln University College is located at Damansara Utama. It is 70 kms away from the airport (28 minutes) and it takes 20-25 minutes by LRT (Light Rail Transport System or Subway Train) traveling to KLCC or in KL (Kuala Lumpur). It is just 45 minutes away by bus.

## **6) Is public transport easily available?**

The bus stop is situated near the Kelana Jaya LRT Station and the LRT station is just a five minute walk from the University College. You can avail the train services or the bus services to travel across the city.

## **7) What are the documents required to enroll in your college? (Applicable for foreign Students only)**

- Application Form & Medical Form.
- Photocopy of Passport (From Page 1 to 3 and the 5<sup>th</sup> page/last page) = All pages (Including blank pages)
- 6 copies of your colored photograph. Please write your name, passport number and nationality at the backside of the photographs.
- Certified true copy of your educational qualifications and all other supporting documents.
- If there has been a gap year as far as studies is concerned, please specify the reason for it.

## **8) Do I need to pay any fee before I come to Malaysia?**

Yes, you may have to pay an application fee of USD 150/500 RM

## **9) How do I pay this amount?**

You can pay by bank draft in favor of LINCOLN UNIVERSITY COLLEGE. Please write down your name, passport number and nationality at the backside of the bank draft. You can also pay by telegraphic transfer as per the bank details, mentioned below:

### **Domestic Payments**

Account Name: Lincoln College (ASIA PACIFIC HIGHER LEARNING SDN BHD)

Account Number: 2-12349-00022834

Bank: RHB Bank

Branch: Damansara Utama, Malaysia

Electronic Code: RHBBMYKL

### **Overseas Payments :**

Malaysia Beneficiary name : ASIA PACIFIC HIGHER LEARNING SDN BHD Malaysia

Beneficiary Bank account number: 6-12349-0000021-9

Bank name : RHB

Banker's address : RHB Bank Berhad Damansara Utama Branch, 2G & 2M, Jalan SS21/39, Damansara Utama, 47400 Petaling Jaya, Selangor Darul Ehsan

Swift Code: RHBBMYKL

Beneficiary Phone Number : +603 7726 2306

**10) Can I submit my application form without the application fee?**

You can submit the application, but it will not be processed without the payment.

**11) To whom do I send these payments?**

You can send it directly at the University College address or personally make payment to the nearest counseling office of the college.

**12) What is the payment procedure?**

The student must pay the admission/processing (Foundation/Pre-U/Diploma - RM 500/\$160, Degree – RM800/\$256 and Masters/Ph.D – RM1000/\$360) fee upon submission of the application for admission and after we receive the approval from the immigration, the student is required to pay the international administration charge + 1st Year Tuition Fees + Insurance fees + Airport pick, before he/she arrives in Malaysia.

**13) How long does it take to get my visa approved?**

It takes 4 to 6 weeks, depending on the circumstances.

**14) Do I have to apply for an interview at the Malaysian Embassy in my home country?**

No, you do not have to go to the Malaysian Embassy for visa interview.

**15) How I am going to get my visa?**

Lincoln University College will get the visa approval from Malaysia and will send it to you directly or to our counselor office.

**16) Do I need to get visa stamp from Malaysian Embassy in my country?**

Usually, the visa approval paper fulfills the requirement. However, China as well as a few other countries needs a visa stamp from the Embassy. Therefore, please check with your counselor or Embassy.

**17) If I get the visa stamp in my country, do I still need to get my student visa stamp in Malaysia?**

The visa stamp (from your country), which would be provided by your country is an entry visa. After you get clearance from the Malaysian Immigration at the airport, Lincoln University College will send your passport to the Immigration office for student visa stamping. This process takes at least one to two months.

**18) When I arrive in Malaysia, who will receive me at the airport?**

A college representative will be at the airport to receive and to help you clear your immigration. It is important to note that without a college representative you are not allowed to enter Malaysia.

**19) How would I recognize the University college representative?**

The college representative will hold a “LINCOLN UNIVERSITY COLLEGE” placard.

**20) Where will I meet the representative?**

The college representative will be waiting for you at the immigration counter of the airport.

**21) How would the college learn about my arrival date?**

You have to inform the college at least 14 days in advance before your arrival. You can inform your counselor but make sure that your counselor knows about it, at least 21 days in advance.

**22) What is the local time and weather in Kuala Lumpur?**

Please click on the link, <http://www.timeanddate.com/worldclock/city.html?n=122> to acquire information about the facts, such as weather and time.

**23) What do I need to bring along with me to Malaysia?**

You need to carry the following:

- Study materials
- Two sets of bed sheets
- Two sets of pillow covers
- Your clothes
- Your medicine
- Towels
- Personal Toiletries
- Umbrella
- A locker/padlock (to lock your bag)
- Your personal cell phone ( if any )

**24) What kind of accommodation is available under the University College?**

The University College offers hostel accommodation to all students

- *What are the hostel facilities?*  
24 hours security, swimming pool, gymnasium and kitchen
- *Where is the hostel situated?*  
The hostel is just 10/ 15 minutes walk from the college.
- *Can I cook in the apartment / condominium?*  
Yes you can cook but you need to have your own cooking utensils.
- *How much does it cost to cook?*  
Approximately it would cost RM 150/RM 200 (lunch and dinner included)
- *What is the cost of a meal offered by the restaurants of Malaysia?*  
The price of a vegetarian meal is RM 4/ RM 5 and the price of a non-vegetarian meal is RM 5/ RM 6
- *Are the restaurants open for 24 hours?*  
Yes, there are quite a few restaurants situated in close proximity to the hostel that are open 24x7

## **25) What are the tuition fees?**

- \*Hostel fee for students will be applied
- \*\* All fees are subject to annual reviewable and adjustment of at least 10%\*\*\*
- All payments must be made to Lincoln University College upon arrival in Malaysia.

a) *When do I have to pay my first year fees?*

You are required to pay your first year fees after you receive your visa approval, but you must pay before you arrive in Malaysia.

b) *Can I pay my first year fees by installments?*

No. International students are required to make the full payment as far as the first year fees is concerned.

c) *Can I pay my second year fees by installment?*

Yes you can pay fees on the basis of individual semesters, but only if the following criteria are met

- i. The student has 2.0 CGPA (Cumulative Grade Point Average) and above
- ii. The student has a clean account record
- iii. The student has 90% attendance.

d) *How many semesters in a year?*

3 semesters in a year except for the course, Diploma in Nursing as this course includes only 2 semesters in a year

e) *What is the meaning of semester?*

One semester includes 14 weeks of lecture, one week of examination and two weeks of holiday except nursing as nursing includes one semester and one semester of nursing includes six months.

## **26) Who will issue the certificate upon the completion of a course?**

Certificate for almost all the course programs is issued by the Lincoln University College Certificate for some of the course programs are issued by the University of London and the University of Hertfordshire, UK,

## **27) What is the timing of class?**

Most classes are administered between the hours of 10.00 am and 4:00 pm.

## **28) Can I transfer my credits from Lincoln University College Malaysia to other countries?**

Yes you can transfer your credits to America, Australia, London / UK, New Zealand, Canada and other European countries.

**29) Will Lincoln University College offer help regarding the transfer of my credits?**

Yes, Lincoln University College will process your documents and will also help you to transfer your credits.

**30) When can I open my bank account in Malaysia?**

You can open your bank account after receiving a visa stamp on your passport. It will take at least one to two months.

**31) What is the process of money conversion?**

You can avail the services offered by the money changer.

**32) Which of the banks are situated in close proximity to the college?**

HSBC Bank, Standard Chartered Bank, RHB Bank, Public Bank, Maybank, CIMB Bank, OCBC Bank, Hong Leong Bank and AM Bank

**33) What is the duration of Diploma Course?**

The duration of our diploma course is 28 months.

**34) What is the duration of the Bachelor Degree course?**

3 to 4 years depending upon the programs

**Important Facts:**

***1) The requirement of IELTS / TOEFL for admission in various courses.***

In our University college there is no requirement of IELTS or TOEFL. However a student will have to go through an English test (upon arrival in Malaysia)

If the students score average marks in the English test, then the students are eligible to start their course. Otherwise we advise the students to opt for one or two semesters of English course.

***2) Is work allowed during study? If yes, then how many hours of work per week are allowed? What is the wage per hour?***

A student is allowed to work only after one semester and they can work up to 20 hours per week. Wage rate depends upon the employer, however the minimum wage is Ringgit 7 per hour (one USD = Ringgit 3.25).

***3) What are the policies related to the issuing of work permit after the course is over?***

A person can get work permit, provided he or she is employed by an employer, who is a resident of Malaysia. Usually it is a contract of 2 years and this contract is renewable.