



## INTERNATIONAL VISITOR REQUEST FORM

Please complete this form at least **fourteen (14)** days prior to the date of your proposed visit.

Please submit completed form to [liaison@upm.edu.my](mailto:liaison@upm.edu.my)

Date of Proposed Visit: \_\_\_\_\_

Time of Proposed Visit: \_\_\_\_\_

### Details of Person Making the Visit Request:

Title	First Name	Last Name
Position		
Organisation	<input type="checkbox"/> Public <input type="checkbox"/> Private	
Organisation Website		
Email		
Contact Number		

### Objectives of the Visit:

- Information on UPM       Student Exchange       Collaboration  
 Staff Exchange       Research  
 Others/ Place (Please specify):

### Specific Areas / Topics of Interest for Discussion:

### Leader of Delegation / Visiting Group:

Name	Position	Email	Contact No

### List of Delegates / Visitors:

No.	Name	Position	Department / Faculty	Email
1.				
2.				
3.				

\*Please use the attachment if necessary

### Contact person at Universiti Putra Malaysia, if any:

Name	Position	Email	Contact No

Thank you for completing the International Visitor Request Form. Kindly email to [liaison@upm.edu.my](mailto:liaison@upm.edu.my) if you need assistance.

✉ Pejabat Strategi Korporat & Komunikasi, Pejabat Naib Canselor, Universiti Putra Malaysia, 43400 UPM Serdang, Selangor Darul Ehsan, Malaysia

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☎ 603-8943 1296/ 8946 8972/ 8948 7373

✉ [liaison@upm.edu.my](mailto:liaison@upm.edu.my)

🌐 <http://www.coscomm.upm.edu.my>