



Guidelines

For the Trainees in UNMC from Bangladesh

2017-2019



College Education Development Project (CEDP)
National University



INFORMATION SHEET

Dear Participant

Congratulations on your new journey as University of Nottingham Malaysia Campus (UNMC) student. We hope that your journey with us will be exciting and memorable. We hope that when you graduate with your degree, you will have not just gained a prestigious global award but also left your mark as an outstanding Nottingham alumnus geared towards using your newly gained knowledge and experience to contribute to the growth of Bangladesh and her people.

You will receive details and programme specific information via the Programme Handbook. These will be given to you on your first day at UNMC. This Information Pact provides some preliminary information that will assist you in preparing for your stay and study in Malaysia.

Arrival and Departure

The Project Management Unit (PMU) office will arrange for your 2-way flight ticket. Delegates are not allowed to request for an extension of their stay. Any extra stay will be paid by the individuals. You will arrive at the Kuala Lumpur International Airport (KLIA). Airport transport to the Nottingham Malaysia Campus (teaching venue) will also be arranged by the BCEDP office, and you will be informed accordingly on pick-up points. Please follow time and instructions strictly. Please be prepared to wait for some time as the transport follows a specific schedule.

Accommodation

UNMC shall provide your accommodation throughout the entire time of your study period. All rooms are on single occupancy basis, which will be pre-assigned by the Accommodation Office of UNMC. No request for changes will be allowed. You will be staying at Sipadan

Hall, The Nottingham University Malaysia Campus. There are no lifts and if you require a room on the ground floor, please inform us at least a week before arrival for us to make the necessary arrangements. Any last minute request will not be entertained.

Please note that:

1. Cooking is strictly not allowed in the hall of residence.
2. Cleaning of individuals rooms can be on requests at the Accommodation Office.

There is sufficient coin operated laundry facilities on campus.

Meals during Training Days

There is strictly no cooking allowed in your hall of residence. Lunch will be provided during your training days only. There are numerous eating places in campus where you can buy your breakfast and dinner.

Training Venue

All training activities will be carried out at UNMC in Semenyih. Details of classrooms will be provided to you at the point of registration.

Campus Health Facilities

There is a doctor available on campus to meet your medical needs.

Insurance

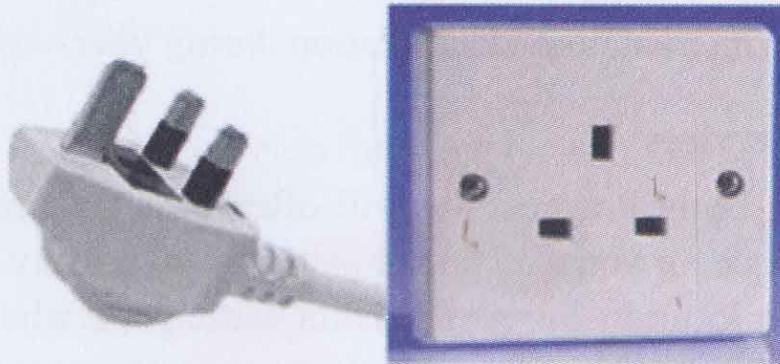
Travel insurance will be purchased together with your airline tickets. All students will be covered by Medical & Accidental insurance throughout the duration of your stay in Malaysia.

Communication and Internet Facilities

We advise that you purchase a local SIM card at the airport, or any telecommunication shop. Or you can purchase one on campus. The shop located at Block H opens from XXX to XXX daily except weekends. The country code for Malaysia is +60. Free Wireless Internet Service is available throughout the Campus.

Electricity Supply and Wall Adapters

The voltage used in Malaysia is 230/240 volts at 50 hz. If your electrical appliance uses 110/120 volts, you need to bring a transformer/converter to step down the 230/240 volts Malaysian voltage to your 110/120 volt appliances. Malaysia uses the British Standard BS 1363 domestic AC power plugs and sockets.



Currency

The Malaysian Ringgit (MYR or RM) is the currency of Malaysia. Please note that Bangladeshi Taka (BDT) cannot be exchanged in Malaysia. Please convert your currency (BDT) to Dollar (USD) or Malaysian Ringgit (MYR or RM) before travel to Malaysia. Please have sufficient money with you for the duration of your stay.

Banking Facilities

Do inform your banks that you are traveling to Malaysia if you plan to use your debit or credit cards. Take their numbers with you, just in case of emergencies. Credit cards are accepted only in major outlets, supermarkets and departmental stores.

Outings

The University bus runs on a regular schedule (which will be provided to you) to the train and bus stations in the event you would like to go out shopping or visit friends on your day off. On your first day of arrival, transport will be arranged to take you to a local supermarket to buy some basic necessities for your stay.

Safety and Security

While Malaysia is generally safe, please exercise caution when you travel away from the campus. Avoid walking alone in isolated places and in the evenings. Never leave your valuable belongings unattended at all times. Do take extra care of valuable items e.g. jewelries, laptop, cameras, mobile phones and i-pads. Please remember, Carelessness almost always Costs!

Please ALWAYS bring your passport with you wherever you go as it will be your international identification during your stay at Malaysia.

Religious Services

For Muslim Daily Prayers, you will often hear the adzhan from the nearby mosque, or you may check www.e-solat.gov.my for the prayer times at your location. For non-Muslim participants who would like to fulfill your religious obligations, please contact our project office at Block H. Our officers will be happy to help you. Please note that prayer mats will not be provided in the rooms, but there is a mosque on campus where you can fulfill your religious obligations conveniently.

Dress Codes

Malaysia is known for its warm and humid climate, so cotton clothes are the best. Students can wear casual attire throughout the programme sessions. Please however, bring along one formal wear (e.g. suit for men, sari for women) as you may be required to attend formal events.

Malaysian Food

Malaysia is well-known for a variety of food. On-campus food stores available include Indian Muslim food, Malay cuisine, western and Chinese food. You will have time to explore the Campus F&B outlets and sample the range of food we offer.

Malaysian Customs

Although Malaysia is a multi-cultural society, the people are more or less conservative in many aspects of their daily lives. Islam is the official religion, but Buddhism, Taoism, Christianity, Hinduism and a number of other faiths are represented in the population.

Climate in Malaysia

Daily temperature average 27 to 32 degrees Celsius. Daytime temperatures rise above 30 degrees year round and night temperatures rarely drops below 20 degrees. A certain level of protection against the sun is required i.e. hat, UV lotion SPF25 and above. Rainfall is frequent; therefore, wet weather clothing is essential, along with an umbrella.

Important Signage

Non Smoking Area



Medical Advice

Health conditions vary from country to country, thus, it is imperative that you consult your local travel health clinic. You should seek medical advice before traveling to Malaysia and ensure that all appropriate vaccinations are up-to-date. For further information on vaccination requirements, health outbreaks and general disease prevention, kindly visit these website www.moh.gov.my.

English Support and Testing

For participants who do not have the necessary English qualifications for enrolment into UNMC, English classes will be provided. These classes will be held on Friday afternoon and Saturday. You will be required to sit for the Malaysian Universities English Test (MUET)

when you come back for your second semester. During your time in Bangladesh, after you finish your first semester in Malaysia, you will continue to improve your English via an online platform (valid for one year) called MyLinE. This platform provides you with exercises and mock test paper to adequately prepare you for your MUET. You will also be able to communicate with your language professors every week for about 1 hour if you so wish. Please note that failure to pass the MEUT examination at Band 5 will automatically disqualify you from receiving a Nottingham award.

Prohibited Action

Please note that taking picture of other person without asking permission is strictly prohibited.

Useful contact information

These will be provided to you in your Programme Handbook. However, in the event you need to contact someone upon your arrival in Malaysia, please call the following persons. Please note that there is free WiFi at Kuala Lumpur International Airport. You will be able to call the officers free if you use Whatsapp (you can download this onto your smartphones).

Ms Khadhijah : +6 010 364 6586

Mr. Azam : +6 013 693 7792



