



UPM
UNIVERSITI PUTRA MALAYSIA
BERILMU BERBAKTI

PUTRA
PERTANIAN UNTUK RAKYAT

FOUNDATION PROGRAMME

(INCLUSIVE CHANNEL/
DIRECT INTAKE)

DIRECT INTAKE)

APPLICATION GUIDELINES

Berilmu Berbakti Pertanian • Inovasi • Kehidupan



IMPORTANT INFORMATION

1. Please be informed that the Inclusive Channel is **an alternative pathway** besides the Sistem Kemasukan Pelajar UPUOnline; for Malaysian candidates who would like to **apply directly** and pursue their tertiary education at the Universiti Putra Malaysia (UPM);
2. Successful applicants are not allowed to switch to the Prime Channel (Saluran Perdana) throughout their duration of study in the Universiti Putra Malaysia;
3. Please be informed that UPM's Foundation Programme is a closed-system foundation programme where the programme leavers are meant to continue their bachelor degree in UPM after their foundation studies;
4. However, those opting to continue their bachelor studies elsewhere (locally or abroad) are subjected to the acceptance and recognition by the university they are applying to.

ENTRY REQUIREMENTS

Applicants are required to :

Fulfilled the General Requirement - Passed the Sijil Pelajaran Malaysia with at least **credits in five (5) subjects including Bahasa Melayu and passed the Sejarah subject.**

AND

Obtained **at least B grade in FOUR (4) out of all these subjects:**

- Biologi;
- Kimia;
- Matematik;
- Fizik;
- 1 of any Subjek Elektif STEM Sains Gunaan & Teknologi listed below;
 - Pertanian/ Sains Komputer/ Pengajian Kejuruteraan Mekanikal/ Pengajian Kejuruteraan Awam/ Pengajian Kejuruteraan Elektrik dan Elektronik/ Lukisan Kejuruteraan;

AND

Obtained **at least C grade in Matematik Tambahan;**

AND

Obtained **at least C+ grade in Bahasa Inggeris**

ENTRY REQUIREMENTS (FOR MALAYSIANS ABROAD)

Passed O Level/ IGCSE or any other equivalent qualification

WITH

at least Grade B in the following subjects:

- Biology
- Chemistry
- Physics
- Mathematics
- English

TUITION FEE

RM9,675.00 PER SEMESTER



UPM
UNIVERSITI PUTRA MALAYSIA
BERILMU BERBAKTI

USER MANUAL- PORTALSIMS

*Step by step Guides for
Foundation Programmes
(Inclusive Channel) Applicants*

2025/ 2026 -1st Semester

USER MANUAL

Access to PORTALSIMS Portal

PORTALSIMS can be accessed via
this URL :

<http://portalsims.upm.edu.my>

Have any question? +603 9769 6060

Apply Now / Login

ADMISSION QUALIFICATION CHECKER APPLICATION CHECKER CONTACT US VANILLA

Destinasi Pendidikan Tinggi Anda
Ambilan Kemasukan 2025

Sertai Kami
Bersama Merealisasikan Impian Anda
di UPM Kampus Bintulu Sarawak
Kini Dibuka

Kemasukan Mengikuti Program Pengajian Prasiswazah
Sesi Akademik 2025/2026

- Bacelor
- Diploma
- Persediaan Diploma Sains
- Asas Diploma

Layari www.btu.upm.edu.my untuk keterangan lanjut

Kehidupan

USER MANUAL

The screenshot shows the website's header with a navigation menu. The 'Apply Now' button is highlighted with a black box. Below the header is a banner for the 2025 intake at UPM Bintulu Sarawak. The banner includes the text 'Destinasi Pendidikan Tinggi Anda Ambilan Kemasukan 2025 Sertai Kami Bersama Merealisasikan Impian Anda di UPM Kampus Bintulu Sarawak Kini Dibuka'. It also lists program options: 'Bacelor', 'Diploma', 'Persediaan Diploma Sains', and 'Asas Diploma'. A hand icon points to the URL 'www.btu.upm.edu.my' for further information. The UPM logo and 'KAMPUS BINTULU SARAWAK' are also visible.

Click
Apply Now
Button

Click the **Apply Now** button to register.

USER MANUAL

Steps for Registration

Follow these steps to properly complete your portal registration:

1. Click for **LOCAL** candidate.
2. Click for **UNDERGRADUATE** category.
3. Fill in your **full name** in the text box.
4. Please provide your **IC Number** in the required field.
5. Please provide a valid **email address** for correspondence purposes.
6. Create a **password** that meets the security requirements (see "Password Requirements").
7. Click the "**SIGN UP**" button to finish your registration.

UPM
UNIVERSITI PUTRA MALAYSIA
REKOD BERSEKUTU

HOME ADMISSION / KEMASUKAN APPLICATION STATUS / STATUS PERMOHONAN CONTACT US / HUBUNGI KAMI

Registration

Category of Candidate: *
 LOCAL INTERNATIONAL
Please select user category

Category Graduate: *
 POSTGRADUATE UNDERGRADUATE
Category Candidate is empty

Full Name*

IC Number *

Password *

[Password Requirements](#)

Email *

CLOSE + SIGN UP

USER MANUAL

Check your Email

Applicants will receive an email based on the email address they provided during the registration process.

If the email is not in your inbox, please check your spam or junk folder.

If you do not receive an email within a reasonable timeframe, please email to akd@upm.edu.my (All inquiries will be answered not later than three working days)



Portal SIMS - Universiti Putra Mala... 1:42 PM (2 minutes ago)
to me ▾



Kepada MUHAMMAD ALI,

Terima kasih atas minat anda untuk memohon ke Universiti Putra Malaysia (UPM). Berikut adalah Nama Pengguna dan Kata Laluan anda:

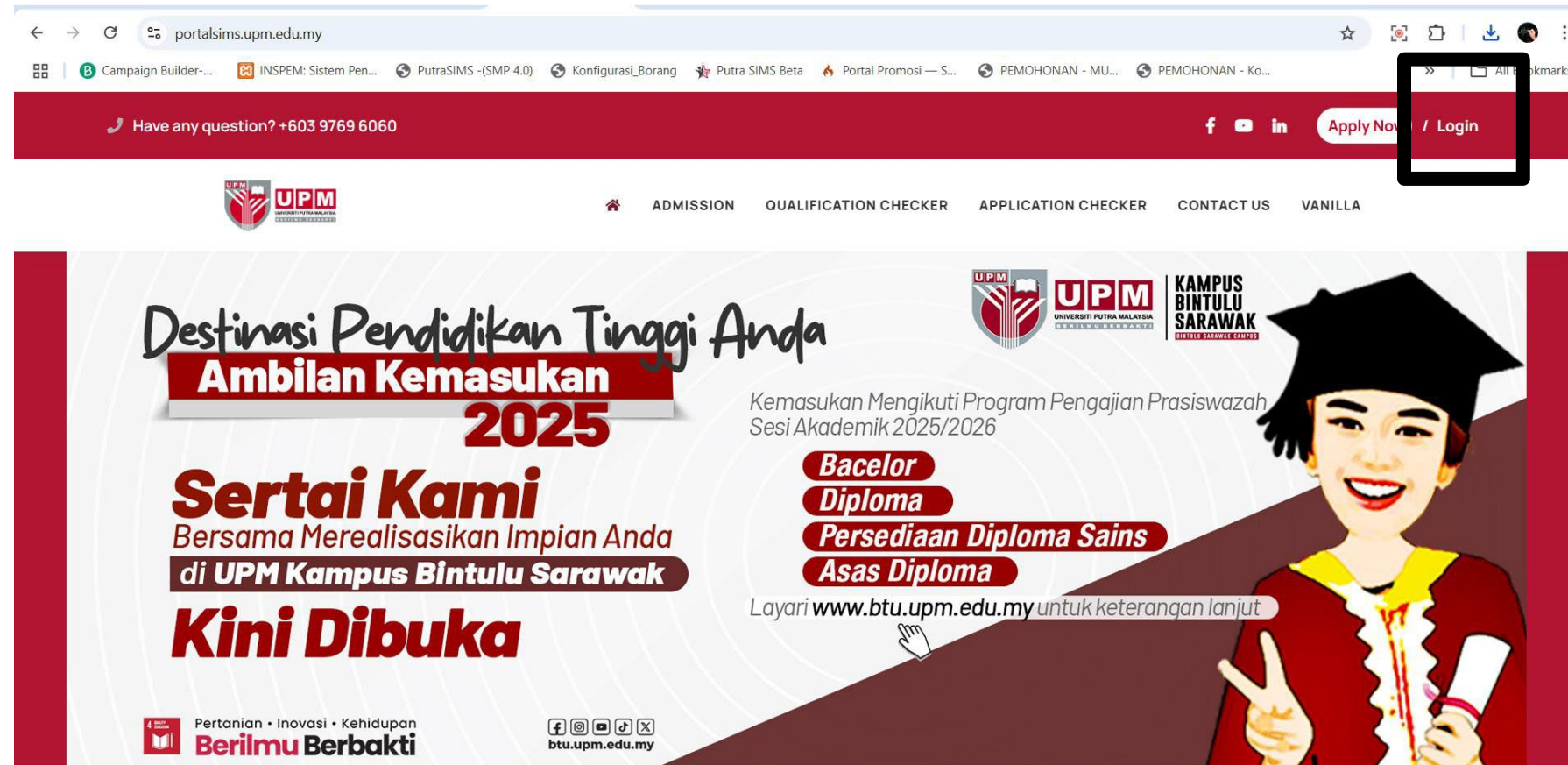
Nama Pengguna : A123SSQW

Untuk menghantar permohonan, menyemak status permohonan, atau mengedit permohonan dalam talian anda (sebelum diproses), sila log masuk ke Portal SIMS pada bila-bila masa di <http://portalsims.upm.edu.my> menggunakan Nama Pengguna dan Kata Laluan ini.

PENAFIAN: Maklumat yang terkandung dalam mesej e-mel ini adalah sulit dan hanya untuk kegunaan individu yang dikenal pasti. Jika pembaca mesej ini bukan penerima yang dimaksudkan, sebarang penyebaran, pengedaran atau penyalinan maklumat yang terkandung dalam mesej e-mel ini adalah dilarang sama sekali. Jika anda telah menerima e-mel ini secara tidak sengaja, sila maklumkan kepada penghantar dan padamkan e-mel ini dengan segera.

Dear MUHAMMAD ALI,

USER MANUAL



Click Login Button

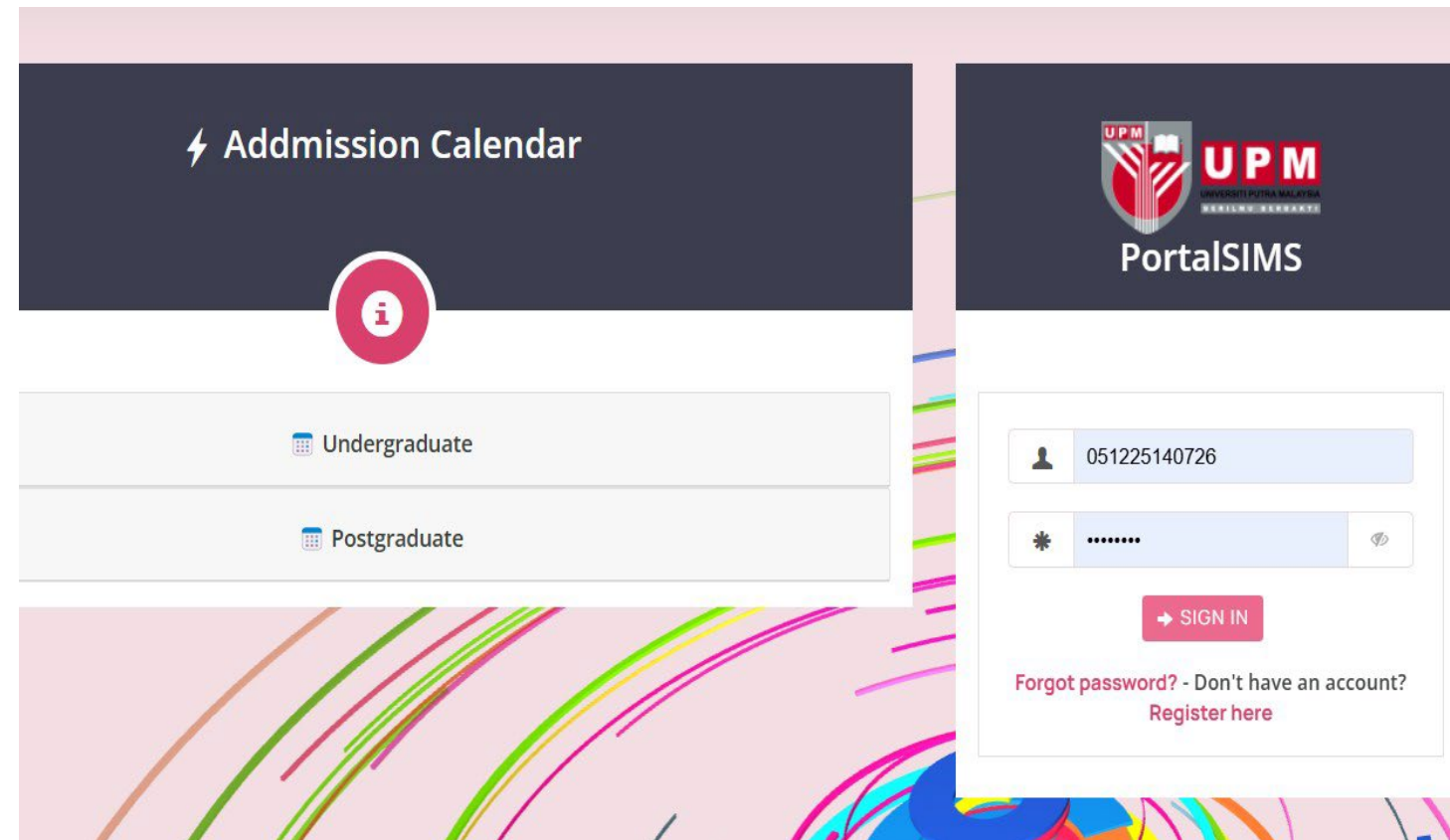
After receiving the email, you should proceed to the **PORTALSIMS** and click on the "Login" button to access your account.

USER MANUAL

Login Page

Login Page is displayed, showing the **Admission Calendar** section, which provides **important dates** for undergraduate and postgraduate admissions.

You now need to enter your **Username** and **Password** in the respective fields. If you have forgotten their password, you can click on "**Forgot Password**" to reset it.



USER MANUAL

Forgot Password

If an you clicked on **Forgot Password**, you have to enter your **ID number** in the provided field and click the “**Send Verification Link**”.

After submitting the request, an email will be sent to the registered email address.

Check your inbox and follow the instructions in the email to reset your password. You might want to check your spam or junk folder as well if no email on the password reset reached your inbox.

UPM
UNIVERSITI PUTRA MALAYSIA
PORTALSIMS

Username
840910011126

> SEND VERIFICATION LINK

Did you remember your password? [Back to Login](#)

UPM
UNIVERSITI PUTRA MALAYSIA
PORTALSIMS

Please check your inbox (and spam folder, just in case) for the email titled "Forgot Password". Follow the enclosed link to verify your request and proceed with changing your password.

Did you remember your password? [Back to Login](#)

USER MANUAL

STEP 1 :

Choose Your Mode and Level of Study

- 1) Select **FULL-TIME** for the **MODE OF STUDY**
- 2) Select **FOUNDATION** for the **LEVEL OF STUDY**
- 3) Click the **SEARCH CALENDAR ADMISSION** button to see the available admission calendars.

The screenshot displays the PUTRASIMS portal interface. At the top, there is a navigation bar with the text 'Have any question? +603 9769 6060' and social media icons. Below this, the user's name 'ASH GREY' and contact information are visible. The main content area features a 'Calendar Admission' modal form. This form includes two dropdown menus: 'MODE OF STUDY' with radio button options for 'PART-TIME' and 'FULL-TIME' (where 'FULL-TIME' is selected), and 'LEVEL OF STUDY' with a dropdown menu currently set to 'FOUNDATION'. A prominent pink button labeled 'SEARCH CALENDAR ADMISSION' is positioned below the dropdowns. A 'CLOSE' button is located in the bottom right corner of the modal. The background shows a grid of menu items such as 'Personal Information', 'Academic', 'Programme Details', 'Passport Information', 'Programme Options', 'Family Information', 'Emergency Contact', 'Household Income', 'Next of Kin', 'Language Proficiency', 'Working Experience', and 'UPM Channel'.

USER MANUAL

STEP 2 :

Choose The Channel

Once you have clicked the SEARCH CALENDAR ADMISSION button, the Channel Selection page will be displayed. The dropdown list will show the available admission calendars.

Please choose the **ADMISSION CALENDAR FOUNDATION – 2025/ 2026 :: Inclusive (DUAL)**

Calendar Admission

MODE OF STUDY :

PART-TIME FULL-TIME

LEVEL OF STUDY :

FOUNDATION

SEARCH CALENDAR ADMISSION

CHOOSE CHANNEL :

ADMISSION CALENDAR FOUNDATION-2025/2026 :: Inclusive (DUAL)

CLOSE

USER MANUAL

STEP 3: Choose Entry Level

Please choose **SPM GRADUATE** for those applying with the SPM result. Otherwise, choose **O-LEVEL GRADUATE**.

Once done, click the **APPLY** button at the bottom of the page to proceed.

MODE OF STUDY : •

PART-TIME FULL-TIME

LEVEL OF STUDY : •

FOUNDATION

SEARCH CALENDAR ADMISSION

CHOOSE CHANNEL : •

ADMISSION CALENDAR FOUNDATION-2025/2026 :: Inclusive (DUAL)



ADMISSION CALENDAR FOUNDATION •

Level Of Study : FOUNDATION

STUDENTS APPLICATION

Category Candidate : LOCAL

Study Mode : FULL-TIME

CHANNEL : Inclusive

Date : 04-MAY-2025 To 30-JUN-2025

Entry Level

SPM GRADUATE
 O-LEVEL GRADUATE

APPLY

USER MANUAL

STEP 4 :

Complete all Information Required

This is the **Dashboard View** that includes all areas of application process.

1. The system shows the applicant's **name, IC, email and application status.**
2. Consists of various sections like **Personal Information, Academic, Passport Information etc.** Each labeled **"INCOMPLETE"** or **"COMPLETE"** to facilitate user tracking progress.
3. Sections marked **INCOMPLETE** must be filled out before submission.
4. Applicants must **COMPLETE** all required sections before submitting their application.

Download
Application



Personal Information

INCOMPLETE



Academic

INCOMPLETE



Passport Information

INCOMPLETE



Programme Options

INCOMPLETE



Family Information

INCOMPLETE



Household Income

INCOMPLETE



Next of Kin

INCOMPLETE



Language Proficiency

INCOMPLETE



UPM Channel

COMPLETE



Sponsorship

INCOMPLETE



Health Declaration

INCOMPLETE



PIC Home University

INCOMPLETE



Questionnaire



University Information



Process Fee

USER MANUAL

Personal Information View

This form contains an applicant's personal information. The fields marked with an asterisk (*) are required and must be filled out before submission.

Notes:

Ensure all mandatory **fields (*)** are completed before submitting. Use only accurate and truthful information.

If any errors occur, check the required fields and re-enter the information.

PERSONAL INFORMATION

Name:	ASH GREY	National ID:	KOR123456
Birth Country: *	<input type="text"/>	Birth State:	<input type="text"/>
Place of Birth: *	<input type="text" value="Place of Birth"/>	Date of Birth: *	<input type="text" value="Please Select Date"/>
Country of Resident: *	<input type="text"/>	Citizenship Status: *	<input type="text"/>
Religion: *	<input type="text"/>	Gender: *	<input type="text"/>
Marital Status: *	<input type="text"/>	Number of Siblings: *	<input type="text" value="Number of Siblings"/>
Are you the first child to pursue a degree at Higher Education Institution (HEI): *		Position in Siblings: *	
<input type="radio"/> Yes <input checked="" type="radio"/> No		<input type="text" value="Position in Siblings"/>	
Wearing Glasses: *	<input type="text" value="NO"/>	Colour Blind: *	<input type="text" value="NO"/>
Person With Disability: *	<input type="text"/>		

USER MANUAL

Academic View

1. Click on the "ADD EDUCATION INFO" button to enter your educational background details.

2. Withdrawal from an Institution (*):

Indicate whether you have ever withdrawn from any institution in Malaysia for a Foundation, Diploma, Bachelor's, Master's, or PhD programme by selecting 'Yes' or 'No'.

3. **Athlete Status (*):** Select 'Yes' if you are an athlete or 'No' if you are not. This information may be used for scholarship or special admission considerations.

ASH GREY
IC No. : KOR123456
Email : izzatibuharan@gmail.com
Status Application : [DRAF APPLICATION](#)

BACHELOR APPLICATION
2025/2026-1 SESSION
NORMAL DEGREE CHANNEL
FULL-TIME STUDY MODE

ACADEMIC

EDUCATION INFO :

No.	Level of Study	Institute Information	Year
ADD EDUCATION INFO			

Have you ever withdrawn from any institution in Malaysia for a Foundation's, Diploma's, Bachelor's, Master's or PhD's program?*

Yes No

Are you an athlete? :*

Yes No

[PREVIOUS](#) [SAVE INFORMATION](#) [NEXT](#)

USER MANUAL

View After Click

Add Education Info

1. This form collects an applicant's education information. It contains areas for academic background, examination results and document uploads.
2. The fields marked with an asterisk (*) are required and must be filled out before submission.

ACADEMIC

EDUCATION INFO :

Country: *
MALAYSIA

Education Level: *
SIJIL PELAJARAN MALAYSIA

Institute Type: *
SEKOLAH MENENGAH KEBANGSAAN HARIAN(SMK)

Institute Name: *
SMK SERI KEMBANGAN

Institute Address: *
Jalan SK 13/5, Kampung Baru, Seri Kembangan, 43300 Seri Kembangan, Selangor

Institute Email:
Institute Email

Start Year: *
2011

End Year: *
2015

Exam Year: *
2015

Stream: *
SCIENCE

Maximum Number of Subject: *
11

USER MANUAL

Cont.. View After Click Add Education Info

Examination Results :

No.	Subject*	Grade*
1	MALAY LANGUAGE	A+
2	HISTORY	A+
3	ENGLISH LANGUAGE	A+
4	MATEMATIK	A+
5	PHYSICS	A+
6	BIOLOGY	A+
7	CHEMISTRY	A+
8	ADDITIONAL MATHEMATICS	A+
9	PENDIDIKAN ISLAM	A+
10	AGRICULTURE	A+
11	COMPUTER SCIENCE	A+

Upload Certificate: *

UPLOAD FILES

Allowed file formats: .pdf

Maximum allowed file size: 2MB

Upload Graduation Certificate: *

UPLOAD FILES

Allowed file formats: .pdf

Maximum allowed file size: 2MB

CANCEL

SAVE EDUCATION INFO

1. FIELDS MARKED WITH AN ASTERISK (*) ARE REQUIRED AND MUST BE FILLED OUT BEFORE SUBMISSION.
2. CLICK "SAVE EDUCATION INFO" TO SAVE THE ENTERED DETAILS.

USER MANUAL

Programme Option View

1. The **Programme Options** section allows applicants to select their preferred academic programmes from the available choices.
2. Click "**SAVE INFORMATION**" To save your programmes selection

PROGRAMME OPTIONS

Info ::
Please select at least 1 Program from 1 Program Choice

Programme Options 1: :

UP0000001 - FOUNDATION OF AGRICULTURAL SCIENCE (SERDANG)

Non-Education Programme without Interview

PREVIOUS **SAVE INFORMATION** NEXT

Notes :

1. The programme selection listed based on academic calendars and current offerings;
2. Before selecting a programme, please review the admissions requirements to help you make an informed decision; and
3. To avoid rejection, please ensure that you have met the minimum requirements for the selected programmes.

USER MANUAL

Family Information View

1. The **Family Information** form is an essential section in the student registration process that collects details about the student's guardian(s).
2. All fields marked with an asterisk (*) are required and must be completed accurately before submission.
3. Click "**SAVE INFORMATION**" to save the entered details.

FAMILY INFORMATION

GUARDIAN 1

Guardian Name: * National ID No.: *

Relationship: * Religion: * Nationality: *

Disability: *

No. of Dependent(s): Phone No.: * Email:

GUARDIAN 2 (Optional)

Guardian Name: National ID No.:

Relationship: Religion: Nationality:

Disability:

Phone No.: Email:

[PREVIOUS](#) [SAVE INFORMATION](#) [NEXT](#)

USER MANUAL

Household Income View

HOUSEHOLD INCOME

APPLICANT (OPTIONAL)

Occupation:

PENSIONERS

GUARDIAN 1

Occupation: *

SELF-EMPLOYED : BUSINESS / FARMING

Sector: *

ENVIRONMENT

Gross Income: *

For international student, please convert to the value in Malaysian Ringgit (MYR)

RM

GUARDIAN 2 (OPTIONAL)

Occupation:

Sector:

Gross Income:

For international student, please convert to the value in Malaysian Ringgit (MYR)

1. The **Household Income** form is an important part of the student application process that collected financial information about the applicant's household.
2. All fields marked with an asterisk (*) are required and must be completed accurately before submission.
3. Click "**SAVE INFORMATION**" to save the entered details.

USER MANUAL

Next of Kin View

1. The Next of Kin form is an important part of the student application process since it requires students to supply information on a family or close contact who can be reached in emergency.
2. Fields marked with an asterisk (*) are required and must be filled out before submission.
3. Click "**Save Information**" to save the entered details.

NEXT OF KIN

Next of Kin Name: *	Relationship: *
<input type="text" value="Next of Kin Name"/>	<input type="text"/>
Phone No.: *	Email:
<input type="text" value="Phone No."/>	<input type="text" value="Email"/>
Application.kin_info.Address 1: *	Application.kin_info.Address 2: *
<input type="text" value="Application.kin_info.Address"/>	<input type="text" value="Application.kin_info.Address"/>
Country: *	Postcode: *
<input type="text" value="MALAYSIA"/>	<input type="text" value="Postcode"/>
State: *	City: *
<input type="text"/>	<input type="text"/>

[← PREVIOUS](#) [SAVE INFORMATION](#) [NEXT →](#)

USER MANUAL

Language Proficiency View

1. The Language Proficiency form is a section in the student application process that captures the applicant's ability to speak and write in different languages. For UPM entry, applicants must meet the minimum English language requirements.
2. Fields marked with an asterisk (*) are required and must be filled out before submission.
3. Click "**Save Information**" to save the entered details.

LANGUAGE PROFICIENCY

MALAY

Speaking: *

Writing: *

ENGLISH

Speaking: *

Writing: *

English Test Taken: *

[PREVIOUS](#) [SAVE INFORMATION](#) [NEXT](#)

USER MANUAL

Sponsorship View

1. The Sponsorship Form is a section that allows students to declare their financial sponsorship details.
2. Fields marked with an asterisk (*) are required and must be filled out before submission.
3. Click "**Save Information**" to save the entered details.

SPONSORSHIP

Financing: *

Sponsorship Duration

From: * Until: *

◀ PREVIOUS **SAVE INFORMATION** ▶ NEXT

USER MANUAL

Health Declaration View

1. The Health Declaration form is a section that allows applicants to declare health-related information. The applicant must declare if they or their family members have a history of specific medical conditions.
2. Fields marked with an asterisk (*) are required and must be filled out before submission.
3. Click "**Save Information**" to save the entered details.

HEALTH DECLARATION

Height (cm): *

Weight (kg): *

List of Disease Type
****Please complete all the answers**

No.	Disease Type	Yes	No	Yes	No	Remarks
1	AIDS/HIV	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
2	Tuberculosis	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
14	Cancer	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
15	History of Surgery	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
16	Handicapped	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
17	Hepatitis B	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>
18	Hepatitis C	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="text"/>

USER MANUAL

Questionnaire View

1. The Questionnaire form is a piece designed to collect student input on their knowledge and opinions of Universiti Putra Malaysia (UPM).
2. Fields marked with an asterisk (*) are required and must be filled out before submission.
3. Click "**SAVE INFORMATION**" to save the entered details.

QUESTIONNAIRE

**Please complete all the answers

1. How do you know about UPM?

- TV
- Friend
- Radio
- Social Media

2. WHY UPM?

- Relative
- Near House
- Top Ranking
- GUARD FFRIENDLY

3. What do you think about UPM?

- Flexible in terms of the teaching method. Not the traditional way of a classroom setting where the student just sits and listen.
- The administrative procedures are done in a more efficient way
- UPM has this strong essential background of engineering that further nurture and mould the way you envision to innovatively,creative and globally.
- The quality of lecturers are also quite good

4. Is Universiti Putra Malaysia a good university?

- Yes
- No

◀ PREVIOUS **SAVE INFORMATION** NEXT ▶

USER MANUAL

Process Fee View

Please make the **RM100.00 processing fee payment** via UPM Manual Bank Transfer

The proof of payment is required to be uploaded into the application portal.

For more info about the payment of processing fee, please contact UPM Education & Trainings at 03-89593404/3405 and 019-429034 or via email at kewanganupmet@upmholdings.com.my

PROCESS FEE

TOTAL PROCESSING FEES MYR :
100.00

PENDING

How would you like to make the payment ?

UPM Paygate Manual Bank Transfer (Receipt Upload Required)

PAY NOW

USER MANUAL

FINAL STEP : Information Verification

1. **INFORMATION VERIFICATION** section is the final step before submitting an application in the PutraSIMS system. This step ensures that all details provided by the applicant are correct and complete.
2. Applicants must carefully review and verify all the information provided in their application.
3. A **checkbox** must be selected to confirm that the details submitted are accurate.
3. After the confirmation, applicants must click the "**SUBMIT APPLICATION**" button to complete the process.

INFORMATION VERIFICATION

Health Declaration	Completed
Questionnaire	Completed
Process Fee	Completed

Information Verification

I CERTIFY THAT THE INFORMATION GIVEN IN THIS APPLICATION IS CORRECT TO THE BEST OF MY KNOWLEDGE. I AM FULLY AWARE THAT UNIVERSITI PUTRA MALAYSIA RESERVES THE RIGHT TO REJECT THIS APPLICATION, WITHDRAW THE OFFER OF ADMISSION TO ORDER A PERSON TO LEAVE THE UNIVERSITY IF ANY INFORMATION GIVEN IS FOUND TO BE FALSE. IF MY APPLICATION REJECTED BY THE FACULTY I APPLIED FOR, I AGREE FOR MY APPLICATION TO BE FORWARDED TO ANOTHER FACULTY/SCHOOL/INSTITUTE WITHOUT ANY PRIOR NOTICE.

I confirm that all information given is TRUE. The university reserves the right to take legal action if it is found that the information provided is not true.

[SUBMIT APPLICATION](#)

[PREVIOUS](#)



UPM
UNIVERSITI PUTRA MALAYSIA

PUTRA
PERTANIAN UNTUK RAKYAT

THANK YOU

For any enquiry regarding the application
please contact:

**UNIT AKADEMIK, UPM EDUCATION & TRAINING
BLOK D, UPM-MTDC TECHNOLOGY CENTRE (TIC 1)
UNIVERSITI PUTRA MALAYSIA
43400 UPM SERDANG
SELANGOR DARUL EHSAN.**

akd.alternatif_doc@upm.edu.my

**Tel : +603 8959 3404 / 3405
Whatsapp : 03 9769 6081 / 019 429 0348**