UTM
UNIVERSITI TEKNOLOGI MALAYSIA

WELCOME Students

Student Financial Guides

- Rules: **UTM Rules (Student Financial)**. It is available through the MyUTM Portal.
- Payment Step by Step guides: Once you have obtained your UTMID, students may make **payment via MyUTM Portal or UTMSmart Apps.**
- Prospective students, please refer to your offer letter on payment guides.

UTM Universiti Teknologi Malaysia | **Jabatan Bendahari**

All
about your
student account.

did you know?

email us:
bendahari-ukp@utm.my

01
We do not accept cash. Please make online payment through MyUTM portal or UTMSmart App.

02
Prohibited payment methods : CDM / ATM transfer/ Bank Transfer / over bank counter.

03
The official receipt will be emailed to the registered email address after payment is made

04
MyProspect portal is for new or prospective student only. Student who has UTMID need to pay at MyUTM portal / UTMSmart App.

All
about your
student account.

did you know?

05

Flywire - typically takes 3 working days for a payment to be updated by UTM from date of Flywire "Delivered" payment status

flyw

06

Barred Status will be applied to a sponsored student if got debt at non-sponsored fee/charge

DEBT

07

The University reserves the right to impose barred status on sponsored students if the Sponsor fails to make payment for more than two (2) semesters .

SPONSO
SPONS
SPONS

08

Deferment or Withdrawal from University - Student need to read through UTM rules (Student Financial) on term and conditions of charge

RULES
1.
2.
3.
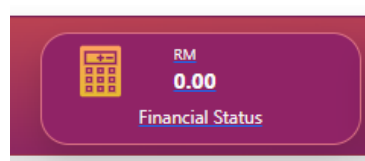
PAY @ MYUTM

Step By Step Guide For Student

1 **LOGIN MYUTM**

Login MyUTM portal (my.utm.my) using your UTMID and password. Forgot your UTMID and password? --> Please email to digitalcare@utm.my

2 **TO STUDENT ACCOUNT**

Click menu "Financial Status"

RM
0.00
Financial Status

3 **PAY NOW**

i) Click DETAILS at pay now column
ii) TICK all fees OR fee that you choose to pay. You also may edit the amount of fee.
iii) Click NEXT and CONFIRM

4 **CHOOSE PAYMENT METHOD**

Available payment methods:
i) FPX - local bank online banking
ii) Debit/Credit Card (Master Card / Visa)
iii) Flywire

5 **FOLLOW ALL BANKING PROCESS**

I. Proceed and follow all banking process
ii. ENSURE status of payment is Successful and it's RETURN BACK to MyUTM portal

6 **PAYMENT UPDATE**

i. Student Account will be updated in less than 30 minutes (FPX and Debit/Credit Card).
ii. Flywire payment update is within 3 working days after payment received from Flywire.

*Barred Status is auto-release if full payment is made

7 **FINISH**

i. Official Receipt will be email to your email address (step 5 above)
ii. Copy of Official Receipt is downloadable at Payment History column

PAY @ UTMSMART APPS

STEP BY STEP GUIDE FOR STUDENT

Download and Login UTMSmart Apps

> Download in Google Play Store (Android) or App Store (iOS).
> Login using UTMID and password.

Go to "Financial Status" icon

> Go to "Financial Status" icon
> Choose semester.
> Click on Outstanding Details.

Make Payment

> Select all fees OR select a certain fees to pay. You may edit the amount of fee to pay also.
> Choose FPX or Credit Card (Master / Visa) or Flywire.
> Ensure status of the payment is Successful and it's RETURN BACK to UTMSmart Apps

Payment Update

> Student Account will be update less than 30 minutes (FPX and Debit/Credit Card).*
> Flywire payment update is within 3 working days after payment received from Flywire.

*Barred status is auto release if full payment is made

Finish!

> Official Receipt will be email to your email address.
> Copy of Official Receipt is downloadable at Payment Status.

PAY WITH FLYWIRE
Step By Step Guide For Student

Paying from overseas made easy!

Options include: VISA · UnionPay · mastercard · AMERICAN EXPRESS · Bank Transfer

Login MyUTM or UTMSmart Apps

> Login MyUTM portal or UTMSmart Apps.

> Click Pay Now (MyUTM) or Outstanding Detail (UTMSmart Apps).

> Select and/or edit fees to pay.

> Choose Flywire icon to make payment.

(1)

Input All Informations Needed

> Proceed and follows all payment process and input all information required.

> Enter/check the amount you wish to pay in Ringgit Malaysia (RM).

(2)

Choose Payment Methods

> Bank Transfer OR Debit/Credit Card as your payment options.

> Flywire will automatically display the total amount in your local currency for the available payment options based on the country you select to pay from.

(3)

More Info on Bank Transfer or Debit/Credit Card

> **Bank Transfer** – Please make arrangements with your bank (in person, online, or over the phone) and send your funds to Flywire in your chosen currency. For online internet banking, log in with your credentials to the selected online method and complete your payment to Flywire.

> **Debit/Credit Card** will allow you to make an online payment in your home currency. Unlike traditional international credit card payments, Flywire handles the foreign exchange so you will know the exact amount that will be deducted from your account before you make your payment. Please note that debit/credit card payments are not available in every country.

> Flywire will then convert your currency and pay to UTM.

https://www.youtube.com/watch?v=5RkrGZ1qn68

Payment Status and Update

(4)

> Once payment process complete, you will receive a link in your email by Flywire that allows you to track your payment and access your payment instructions. The status of your payment will be updated once your funds have been received by Flywire and delivered to UTM.

> Payment update into your student account is within 3 working days after UTM received payment from Flywire.

UTM — UNIVERSITI TEKNOLOGI MALAYSIA — **Jabatan Bendahari**

Email us: bendahari-ukp@utm.my

e-Pengeluaran Pendidikan KWSP

1

Log masuk ke i-akaun ahli KWSP.

Pelajar atau Individu (Waris/Penjaga) log masuk ke i-akaun ahli KWSP (hanya boleh dimohon selepas pelajar sah menjadi pelajar UTM).

2

Pilih menu Pengeluaran.

Klik menu Pengeluaran > Klik "Pemohonan Baharu" > Pilih Jenis Pengeluaran : "Pendidikan" > Pilih Institusi : "**Universiti Teknologi Malaysia**"

3

Lengkapkan maklumat yang diminta.

Lengkapkan maklumat yang diperlukan oleh KWSP bagi setiap proses pengeluaran pendidikan.

4

Sah dan Hantar.

Setelah semua maklumat selesai dilengkapkan, mohon sahkan dan hantar.

5

Pengesahan, Bayaran & Kemaskini.

Pengesahan pengeluaran oleh UTM adalah dalam masa 7 hari (tidak termasuk tarikh bayaran oleh KWSP). Kemaskini bayaran di akaun pelajar adalah dalam masa 14 hari bekerja dari tarikh bayaran diterima dari pihak KWSP.

E-MEL: BENDAHARI-UKP@UTM.MY