A. REGISTRATION POLICY

Learners are advised to adhere to the following financial regulations before collecting their modules:

1. **PJJ KPM-OUM (Bachelor of Education Programmes)**
   Learners are required to pay RM100.00 for registration fees.

2. **PJJ KPM-OUM (BTPE/BTPS Programmes)**
   Learners are required to pay RM120.00 for registration fees.

B. FINANCIAL POLICY

- All KPM/BPG students have to fill up the AGREEMENT FORM. Failures to do so, learners have to pay the fees by their own and follow the payment policy as Open Market Learners. Learners can check their agreement status via myVLE --> myProfile --> Financial --> Sponsorship Status.

- Those who are NOT eligible for SPONSORSHIP or no longer sponsored by Ministry of Education (or KPM) will have to follow the payment policy for Open Market learners. (non-sponsored Learners)

- Learners have to pay by their own for REPEAT, REFER, REMARKING, CHANGE EXAM LOCATION, CONVOCATION FEES, DISCIPLINARY ACTION or other fees not sponsored by KPM/BPG.

C. METHODS OF PAYMENT

Payment can be made via the following methods:

1. Cash payment through counter of the following banks:
   - Bank Islam Malaysia Berhad
     Payment made to **UNITEM**
     Account No: 14041-01-0053385
     (using OUM own pre-printed Deposit slip which can be obtained from Bank Islam branches or bill payment slip)

     Sample:
OR
- Bank Simpanan Nasional (cash only)
  Payment made to UNIVERSITI TERBUKA MALAYSIA
  Account No: 14100-29-00022495-2
  (using pre-printed Deposit slip-Pembayaran bil)
  Rujukan 1: IC number
  Rujukan 2: Contact number

Sample:

2. Internet Banking
   a. Bankislam.biz (http://www.bankislam.biz/) for BIMB account holder
   b. CIMB clicks(http://www.cimbclicks.com.my/) for CIMB account holder – pay bills
      (Education_Open University Malaysia)
   c. Maybank2u (http://www.maybank2u.com.my/) for MBB account holder – Bill
      Payment
      (select one-off-payment_Education & Education Loans_Open University
      Malaysia)
   d. Financial Payment Exchange (FPX)
      (http://www.onlineapps8.oum.edu.my/StudentPortal/onpayment_new.jsp)

* Transactions via Cash Deposit Machine (CDM) and Fund Transfer are not acceptable.
3. Personal Cheque, Banker’s Cheque, Bank Draft, Money Order or Postal Order payable to UNITEM
   - Postdated Cheque are not acceptable
   - A penalty of RM50 will be imposed on any dishonoured cheques.

4. E-Debit – ATM card

5. Credit Card - Available at OUM KL and all Learning Centers.
   a. Master Card
   b. Visa Card

6. Cash at various approved OUM Learning Centers

* Ensure official receipts are issued at time of payment and updated in myVLE