

STUDENT PASS APPLICATION PROCESS

All non-Bruneian students are required by the Brunei Government to have a Student Pass, issued by the Ministry of Education (MoE), in order to study in Brunei. Students may not commence studies without a valid student pass. The school Admissions Department organises submissions of complete application forms and collection of approvals from the MoE. This is done minimum on an annual basis.

New Students

Please provide a COPY of the following documents:

1. Your child's passport details page.
2. Your child's Dependent Pass or OGS stamps pages or Pass Penuntut stamp page in their passport.
3. The Sponsor's (parent with employment pass or OGS stamps or work permit or Bruneian/PR sponsor) passport details.
4. The Sponsor's employment pass. *(not required if Bruneian/PR Sponsored. Please provide a Brunein/PR IC instead).*
5. The Sponsor's LATEST employment letter issued by the Employer. *(not required if Bruneian/PR Sponsored. Please provide a Brunein/PR IC instead).*
6. Please complete :
 - a) Transfer form - SECTION A & B only
 - OR
 - b) Application form - SECTION A only

Existing Students

Please provide a COPY of the following documents:

1. Your child's passport details page.
2. Your child's Dependent Pass or OGS stamps pages or Pass Penuntut stamp page in their passport.
3. The Sponsor's passport details. (parent with employment pass or OGS stamps or work permit or Bruneian/PR sponsor).
4. The Sponsor's employment pass. *(not required if Bruneian/PR Sponsored. Please provide a Brunein/PR IC instead).*
5. The Sponsor's LATEST employment letter issued by the Employer. *(not required if Bruneian/PR Sponsored. Please provide a Brunein/PR IC instead).*
6. Please complete the Application form - SECTION A only



Fill and upload documents into the online form.



JIS will submit the documents to MoE, MoE will issue the student pass colored forms.



JIS will email you for collection once ready.



The colored forms will be placed inside an envelope. Ready for collection at the Visitor Centre.



Parent need to bring the passport, student pass colored form and other relevant documents to Immigration Department



The Immigration will keep the BLUE form and you will keep the WHITE form



The Immigration will endorse the student pass stamp into the GREEN form



Return the GREEN form. Please submit at the Visitor Centre.

Please contact visa@jis.edu.bn or call into Extension 7100 for more information.

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LAWS OF BRUNEI

Immigration

CAP. 17, Rg 1 9

[Subsidiary]

Transit Passes.

10. (1) A Transit Pass may be issued by the Controller to any person on arrival in Brunei Darussalam who satisfies him that he desires to enter Brunei Darussalam for the purpose of passing through Brunei Darussalam to a destination outside Brunei Darussalam and that he is in possession of or in a position to obtain such valid documents as will permit him to enter the country of his destination and is otherwise qualified under the law in force in that country to enter the country.

(2) A Transit Pass shall entitle the holder thereof to enter Brunei Darussalam and remain therein for such period not exceeding 28 days as may be stated in the pass:

Provided that the Controller may, in his discretion, extend such period.

(3) A Transit Pass shall be in the form of an endorsement on the passport or other travel document held by the person to whom it is issued.

Student's Passes.

11. (1) A Student's Pass may be issued by the Controller to any person other than a prohibited immigrant who satisfies the Controller that he is in possession of a certificate issued by the Director of Education to the effect that it is desirable that he should be accepted as a student at a specified educational institution in Brunei Darussalam and that he has been so accepted.

(2) Every application for a Student's Pass shall be in Form 10 set out in the First Schedule and shall be made to the Controller.

(3) A Student's Pass shall be in Form 11 set out in the First Schedule and shall permit the holder thereof to enter Brunei Darussalam and remain therein for such period and subject to such conditions as may be stated in the pass.

(4) The Controller may cancel a Student's Pass if the person to whom such pass is issued fails within a reasonable time to enter the educational institution designed in any certificate issued by the Director of Education or, having entered such educational institution, fails to remain or ceases to be retained as a student therein or fails to comply with any condition or conditions which may be endorsed in the pass.

Special Passes.

12. (1) A Special Pass may be issued by the Controller to any person if the Controller considers the issue of such a pass desirable —

[S 44/2007]