

## 12) PROCEDURE FOR THE CONVERSION OF FOREIGN DRIVING LICENSE TO MALAYSIAN DRIVING LICENSE

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### 1. Automatic Conversion of Foreign Driving License to Malaysian Driving Under Bi Lateral Agreement.

- a. List of countries as in Appendix A.
- b. Application can be made at any Road Transport Department (RTD) state offices. ( For more info, please log on to **RTD's website at [www.jpj.gov.my](http://www.jpj.gov.my)** )

### c. Completed JPJ L1 form with attachment of the following documents:

- Original and copy of valid driving license. (For expired driving license, the expiry date should not exceed 3 years)
- One coloured photograph (25 mm x 32 mm).
- English translation of the driving license issued by High Commissioner of the issuance country. If the country has no High Commissioner's office in Malaysia, translation can be done by **Malaysia Translation Institute ([www.itnm.com.my](http://www.itnm.com.my))**
- Original and copy of the passport.
- Processing fee - RM 20.00
- Categories of license that could be apply for conversion:
  - Competence Driving License(CDL)  
RM 30.00 (car) - per year.  
RM 20.00 (motorcycle) - per year.
  - Probationary driving License(P)  
RM 60.00(car) - two year.  
RM 40.00(motorcycle) - two year.

### d. Terms and Conditions:-

Motorcycles licenses will be issued according to their classes i.e. B1, B2 and B: (Please attach supporting documents confirming the motorcycle's c.c. together with the application)

- Competence Driving License (CDL) will be issued for application that possess license for more than 2 years.
- Probationary Driving License (PDL) will be issued if the applicant did not comply with 2<sup>nd</sup> condition

2. Conversion of Foreign Driving License to Malaysian Driving License under Section 5(3) Road Transport Rule (Driving License) 1992 - (approved by Director General).
  - a. List of countries as in Appendix B.
  - b. Submission can be done through any RTD state offices or directly to the RTD Head Quarter in Putrajaya.
  - c. Completed JPJL2 form with attachment of following documents:
    - Original and copy of valid driving license. (For expired driving license , the expiry date should not exceed 3 years)
      - Photostat copy of the driving license has to be certified by RTD officer, if the application submitted through RTD state office.
    - English translation of the driving license issued by High Commissioner of the issuance country. If there is no High Commissioner office in Malaysia, translation can be done at Malaysian Translation Institute.
    - Original and Photostat copy of the passport. Photostat copy of the driving license has to be certified by RTD officer, if the application submitted through RTD state office.
  - d. Terms and conditions:-
    - Motorcycles licenses issued according to their classes of license i.e B1, B2 and B - supporting documents such as letter from the Authority on the motorcycle's C.C. should be submitted together with the application.
    - Competence driving license will be issued if the applicant has possessed the license for 2 years.
    - If the applicant fail to prove the condition no. (ii), he/she will be issued probationary driving license (P license).
    - Authorized letter from High Commissioner if the driving license not computer printed.
    - Approval letter from Indonesian High Commissioner if the applicant is from Indonesia.
  - e. When the application has been approved by the Director General, the applicants have to submit again the application to the RTD'S state office for the conversion of the driving license.

Documents required are as follows:-

- Approval letter issued by the RTD H.Q Office. Validity of the approved letter is one year from the date of issue.
- JPJL1 form.

- Original and photostat copy of the driving license.
- Original and photostat copy of the passport.
- One coloured photograph (25 mm x 32mm).
- Processing fee - RM 20.00
- Licenses' fee:-
  - Competence Driving License(CDL)
    - RM 30.00(car) - for one year.
    - RM 20.00(motorcycle) - for one year.
  - Probationary driving License(P)
    - RM 60.00(car) - for two years.
    - RM 40.00(motorcycle.) - for two years.

### 3. Conversion of Singapore Driving License to Malaysian Driving License

- a. Application can be done at RTD state office.
- b. Complete JPJ 1 form and attach following documents:
  - JPJL1 form.
  - Original Singapore competent driving license (CDL) or probationary driving license (P).
  - Original and photostat copy of the driving license.
  - Original and photostat copy of the passport.
  - One coloured photograph (25 mm x 32mm).
  - Processing fee - RM 20.00.
  - License fee:-
    - Competence Driving License(CDL)
      - RM 30.00(car) - for one year.
      - RM 20.00(motorcycle) - for one year.
    - Probationary driving License(P)
      - RM 60.00(car) - for two years.
      - RM 40.00(motorcycle.) - for two years.

### 4. Conversion of Foreign Driving License Other Than The Above

- a. The applicant has to sit for a specific training and driving test. There are four phases of training and driving test:
  - **1<sup>st</sup> phase**

The applicant has to sit for the Drivers Education Curriculum class for five hours at any Driving Institute. Attendance certificate (JPJL2A) will be issue by the Driving Institute upon attending the class.
  - **2<sup>nd</sup> phase**

The applicant has to sit for Road Traffic Rule Test (section I-Test) at the 'approved site' office. The cost

involved is RM27.00. For receipt, pay another RM17.00. Detail information of the approved site can be found at the following websites.

- [www.rilek.com.my](http://www.rilek.com.my)
- [www.eservices.com.my](http://www.eservices.com.my)
- [www.myeg.com.my](http://www.myeg.com.my)

- **3<sup>rd</sup> phase**

After the applicant has passed the Road Traffic Rule Test, he/she has to sit for theory and practical course. He/she has to get the certificate of attendance (JPJL2B) and Student's Record (SM4). This course takes 16 hours and can be done at the Driving Institute or Driving School (for motorcar only). This will be arranged by the Driving Institute.

- **4<sup>th</sup> phase**

After the applicant has completed the 16 hours course, he/she may sit for the driving practical test. (Section II and Section III Test).

- **5<sup>th</sup> phase**

After the applicant has passed the practical driving test, he/she may come to RTD office to apply for the probationary (P) driving license, which is valid for two years. During this period, if the applicant commits any traffic violation under "KEJARA DEMERIT POINT SYSTEM" incurring 10 and above points, the probationary license will be revoked. Applicant will have to resit again for the driving theory and practical test from phase 1 onwards.

b. Documents required for the application of the probationary driving license are as follows:-

- Completed JPJL1 form.
- Completed JPJL3 (test card).
- Original and photostat copy of the learner driving license.
- Original and photostat copy of the passport.
- One coloured photograph (25 mm x 32mm).
- License fee:-
  - Probationary driving License (P)
  - RM 60.00(2 years) - car.
  - RM 40.00(2 years) - motorcycle.

## NOTES:

- a. Driving in Malaysia requires valid driving license (CDL or P license).
- b. Driving registered vehicle in Malaysia required valid road tax.
- c. It is an offence to drive without valid driving license. If convicted a fine not exceeding RM 1,000 or jailed not exceeding 3 months or both for driving without driving license. A fine of RM 300 will be imposed for driving without valid driving license.
- d. It is an offence to drive a vehicle without road tax. If convicted a fine not exceeding RM 2,000 will be imposed.
- e. It is an offence to drive without a motor insurance, if convicted, there will be a fine not exceeding RM 1,000 or jailed not exceeding 3 months or both.

**For further inquiries, kindly contact:-**



### **Road Transport Department Headquarters**

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## Appendix A

|                  |             |
|------------------|-------------|
| Australia        | Brunei      |
| Denmark          | Mesir       |
| France           | Jerman      |
| Itali            | Iraq        |
| Libya            | Laos        |
| New Zealand      | Belanda     |
| Filipina         | Poland      |
| Belgium          | China       |
| Fiji             | Hong Kong   |
| Jepun            | Maurtius    |
| Finland          | Iran        |
| Nigeria          | Rusia       |
| Korea            | Myanmar     |
| Papua New Guniea | Switzerland |
| Thailand         | Turki       |
| Sepanyol         | Singapura   |

## Appendix B

|                    |              |               |                    |
|--------------------|--------------|---------------|--------------------|
| Afghanistan        | Albania      | Algeria       | Argentina          |
| Austria            | Bahamas      | Bahrain       | Bangladesh         |
| Barbados           | Belarus      | Benin         | Bolivia            |
| Bosnia Herzegovina | Botswana     | Brazil        | Bulgaria           |
| Burkina Faso       | Burundi      | Cameroon      | Canada             |
| Central Frican     | Chad         | Chile         | Colombia           |
| Congo              | Costa Rica   | Cote D'Ivoire | Croatia            |
| Czechoslovakia     | D. Kampuchea | Dahomey       | Dominican Republic |
| Ecuador            | El Salvador  | Estonia       | Ethiopia           |
| French Polynesia   | Gabon        | Gambia        | Georgia            |
| Ghana              | Greece       | Guatemala     | Guinea             |

|                       |                                     |                |                         |
|-----------------------|-------------------------------------|----------------|-------------------------|
| Guyana                | Haiti                               | Holy See       | Honduras                |
| Hungary               | Iceland                             | India          | Indonesia               |
| Ireland               | Israel                              | Ivory Coast    | Jamaica                 |
| Jordan                | Kampuchea                           | Kenya          | Kuwait                  |
| Latvia                | Lebanon                             | Lesotho        | Liberia                 |
| Liechtenstein         | Lithuania                           | Luxembourg     | Madagascar              |
| Malawi                | Maldiv Island                       | Mauritania     | Mexico                  |
| Monaco                | Mongolia                            | Morocco        | Namibia                 |
| Nepal                 | Nicaragua                           | Niger          | Norway                  |
| Pakistan              | Panama                              | Paraguay       | Peru                    |
| Republic of Macedonia | Republic of Moldova                 | Romania        | Rwanda                  |
| San Marino            | Saudi Arabia                        | Senegal        | Seychelles              |
| Sierre Leone          | Slovakia                            | Slovenia       | Somalia                 |
| South Africa          | Southern Yemen                      | Sri Lanka      | Sudan                   |
| Swaziland             | Sweden                              | Syria          | Taiwan                  |
| Togo                  | Trinigad & Tobago                   | Tunisia        | Turmenikistan           |
| Uganda                | Ukranian Soviet Socialist (Ukraine) | United Kingdom | United State of America |
| Uruguay               | Uzbekistan                          | Venezuela      | Vietnam                 |
| Western Samoa         | Yemen                               | Yugoslavia     | Zaire                   |
|                       | Zambia                              | Zimbabwe       |                         |