

How to Register for "Going Abroad Self-Registration" for IIUM Email Access

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If you are an **IIUM staff or student traveling overseas**, you must complete the "**Going Abroad Self-Registration**" to ensure uninterrupted access to your **IIUM email and online services** while abroad. Some countries (e.g., Turkey, China, Russia) may block access without prior registration.

Steps to Complete Going Abroad Self-Registration

1. Log in to IIUM Staff/Student Portal

- **Staff:** Go to <https://my.iium.edu.my> → Log in with your **IIUM email & password**.
- **Students:** Log in to **i-Ma'luum**.

2. Navigate to the Self-Registration Form

- **For Staff:**
 - Go to "**Administrative / University Strategic**" → "**Going Abroad Self-Registration**".
- **For Students:**

◦ Check under "**My Services**" or contact **ICT Help Desk** for guidance.

3. Fill in the Required Details

- **Destination Country** (Select from the list).
- **Travel Dates** (Start & End).
- **Purpose of Travel** (Conference, research, holiday, etc.).
- **Contact Number Abroad** (If available).

4. Submit the Form

- Review details → Click "**Submit**".
 - You will receive a confirmation email.
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Why Is This Necessary?

Some countries have strict internet policies that may block access to:

- **IIUM Email** (Gmail/Microsoft 365)
- **i-Ta'leem**
- **i-Ma'luum**
- **Other IIUM portals**

Registering ensures **ITD whitelists your access** while abroad.

What If I Forget to Register?

If you **cannot access IIUM services abroad**:

1. Use a **VPN** (if allowed in the country).
 2. Contact **ICT Help Desk** urgently:
 - 📞 **+603-6421 6666** (From overseas, use WhatsApp: **+6016-983 2415**).
 - ✉ **servicedesk@iium.edu.my**
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Important Notes

📅 **Register at least 3 days before departure** to avoid disruptions.

⚠ **Not required for all countries** (e.g., Singapore, UK, USA usually work without issues).

🔒 **Always use strong passwords & 2FA** for security when accessing IIUM accounts abroad.

Need Help?

- **ICT Help Desk:** 03-6421 6666 (Gombak)
- **Email:** servicedesk@iium.edu.my
- **Website:** <https://division.iium.edu.my/itd>

Safe travels! Ensure your IIUM accounts remain accessible wherever you go. ☑️➔

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