

SCHEDULE OF WORK  
 PROGRAMME REGISTRATION, COURSE REGISTRATION, FINAL EXAMINATION,  
 FINAL EXAMINATION RESULT AND CONFERMENT APPLICATION  
 SEMESTER I SESSION 2020/2021\*  
 POSTGRADUATE PROGRAMME BY COURSE WORK / MIXED MODE / RESEARCH

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
1	New student registration Semester I Session 2020/2021 (Local Students)		1 day	5 October 2020	Faculty / PPS / PTM / Bursary / PKU / Registrar / International Office / Students
2	New student registration Semester I Session 2020/2021 (International Students)		1 day	6 October 2020	Faculty / PPS / PTM / Bursary / PKU / Registrar / International Office / Students
3	<p>Program Registration and / or Course for Student with Special Case Semester I Session 2020/2021</p> <p><b>a) In this period only programme and / or course registration for student with status Daftar Semula (DS), Kedudukan Bersyarat (KS), Tangguh Pengajian (TP) and those undergoing Latihan Mengajar (LM) will be processed</b></p> <p><b>b) Students with status Daftar Semula that DO NOT REGISTER THE PROGRAMME at the specific date, without acceptable reason from university, therefore the admission offer is automatically void</b></p>		2 days	7 – 8 October 2020	Faculty / Bursary / PPS / PTM / Students
4	Application for changing Program of Study / Mode of Study / Status of Study (Full Time / Part Time)		Within 2 weeks from the date of programme registration	6 – 22 October 2020	Faculty / PPS / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
5	Closing date for Program Registration and / or Courses for New Students (Course Work/Mixed-Mode)		The last working day of week 2	22 October 2020	Faculty / Bursary / PPS / PTM / Students
6	The closing date of Course Pre-Registration Semester I Session 2020/2021  <b>After this period, student will be charged fine registration which is:</b>  <b>i) A fine according to the rate of RM50 per course and an additional RM5 per day subject to a maximum of RM500</b>  <b>ii) The application that due after the fine registration period without a reasonable excuse will be fined RM100 for one course subject to a maximum of RM500.</b>		The last working day before the new semester begin	8 October 2020 (13 September – 4 October 2020)	Faculty / PPS / PTM / Bursary / Students
7	<b>LECTURE (Part One) SEMESTER I SESSION 2020/2021</b>		7 weeks (Week 1st until week 7)	11 October – 26 November 2020	Faculty / PPS / Students
8	Senior student make course correction for Semester I Session 2020/2021  <b>a) During this period, the Senior Student can add courses to the list of previous registration; drop courses from a list of previous registration; correct the course code register, add and/or delete status UK, HW, HS and HWUK</b>  <b>b) Section correction</b>		a) 2 weeks (Until the last date of working day week 2)  b) 2 weeks (Until the last date of working day week 2)	11 – 22 October 2020  11 – 22 October 2020	Faculty / PPS / PTM / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
9	Student with status Deferment of Semester [Tangguh Pengajian (TP)] Semester I Session 2020/2021  <b><i>After the deadline, the application for Deferment of Semester [Tangguh Pengajian (TP)] is NOT acceptable</i></b>		7 weeks (Week 1 until the last day of working day week 7)	11 October – 26 November 2020	Faculty / PPS / Students
10	CGS issued a warning letter to a student that does not register the course for Semester I Session 2020/2021  <b><i>Students who fail to make registration of the courses in the semester without reasonable reason that can be accepted by the University is considered to be failing in their study and will be dismissed.</i></b>		(Week 3 - Appeal should be made within 14 working / business days)	25 October 2020	PPS / Faculty / Students
11	Students fill in the Progress Report in SMAP Online		13 weeks (Week 3 until week 17)	25 October 2020 – 21 January 2021	Faculty / Students
12	Student with status Course Withdrawal [Tarik Diri (TD)] Semester I Session 2020/2021  <b><i>After the deadline, the application passed the period of Course Withdrawal [Tarik Diri (TD)] will be fined RM50 for one course subject to a maximum of RM500</i></b>		3 weeks (Week 7 until the last day of working day week 9)	22 November – 10 December 2020	Faculty / PPS / Students
13	<b>MID SEMESTER BREAK SEMESTER I SESSION 2020/2021</b>		1 week (Week 8)	27 November – 5 December 2020	Students
14	<b>LECTURE (Part Two) SEMESTER I SESSION 2020/2021</b>		7 weeks (Week 9 until week 15)	6 December 2020 – 21 January 2021	PPS / Faculty / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
15	Students print the Official Course Registration Slip for Semester I Session 2020/2021 for Final Examination		3 weeks (Week 10 until week 12)	13 – 31 December 2020	Students
16	Closing date for Program Registration and / or Courses for New Students (Research)		The last working day of week 15	21 December 2020	Faculty / Bursary / PPS / PTM / Students
17	Final Exam Schedule (Draft) Semester I Session 2020/2021 distributed		3 weeks before Final Examination	27 December 2020	Faculty / PPS / Students
18	Final Exam Schedule (Official) Semester I Session 2020/2021 distributed		2 weeks before Final Examination	10 January 2021	Faculty / PPS / Students
19	<b>FINAL EXAMINATION SEMESTER I SESSION 2020/2021</b>		2 weeks (Week 18 until week 19)	24 January – 4 February 2021	Faculty / PPS / Students
20	Examination Result Announcement <i>(Examination results is issued through the SMAP Online)</i>			8 March 2021	PPS / PTM / Students
21	Pre Registration Course Semester II Session 2020/2021 <i>Registration is done by students through the SMAP online and students are required to print the course registration slip. Students need to get a signature of an academic Advisor/Supervisor on the slip and submit one copy of the course registration slip to the Faculty and PPS.</i>		1 week	8 – 14 March 2021	PPS / Faculty / PTM / Students

BIL	EVENT	TYPE	PERIOD (TIME)	DATE	ACTION
22	END OF SEMESTER BREAK SEMESTER I SESSION 2020/2021		6 weeks	5 February – 20 March 2021	Students

**NOTE :**

\* The date specified shall be subject to amendment from time to time.

Provided by :-  
**Centre for Graduate Studies**  
**Universiti Tun Hussein Onn Malaysia**  
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