

**WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2017/2018 ACADEMIC SESSION
UNIVERSITI TEKNOLOGI MALAYSIA**

SEMESTER I, 2017/2018 SESSION						
10 Sept 2017 – 8 Feb 2018 (JB), 11 Sept 2016 – 9 Feb 2017 (KL) (22 Weeks)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of New Students	-	-	5 – 7 Sept 2017	8 – 10 Sept 2017	
2.	Briefing on Faculty Regulations and Course	-	-	-	-	Please refer respective faculty
3.	Registration of Courses for Semester I, 2017/2018 Session (ONLINE)	2 Weeks	Week 1 – 2	7 – 22 Sept 2017		https://my.utm.my
4.	Semester I, 2017/2018 Session Lectures (Part 1)	5 Weeks	Week 1 – 5	10 Sept – 12 Oct 2017	11 Sept 2017 – 13 Oct 2017	Malaysia Day 16 Sept 2017 (Saturday)
5.	Application for Reduction and Exemption Tuition Fees	8 Weeks	Week 1 – 8	10 Sept – 2 Nov 2017	11 Sept – 3 Nov 2017	Maal Hijrah 1439 22 Sept 2017 (Friday)
6.	Deadline for Registration of Courses (ONLINE)	1 Week	Week 2	22 Sept 2017 5.00 p.m		https://my.utm.my
7.	Late Registration of Courses (WITH PENALTY)	1 Week	Week 3	24 – 28 Sept 2017	25 – 29 Sept 2017	A penalty of RM25.00 for each course (up to a total maximum of RM200.00) will be imposed for late registration/ amendments
8.	Deadline for Late Registration of Courses (WITH PENALTY)	-	Week 3	28 Sept 2017 3.30 p.m	29 Sept 2017 5.00 p.m	
9.	Amendments of Course Registration (ONLINE)	1 Week	Week 4	1 – 6 Oct 2017		https://my.utm.my
10.	Deadline of Amendments of Course Registration (ONLINE)	-	Week 4	6 Oct 2017 5.00 p.m		https://my.utm.my
11.	Amendments of Courses Registration (WITH PENALTY)	1 Week	Week 5	8 – 12 Oct 2017	9 – 13 Oct 2017	A penalty of RM25.00 for each course (up to a total maximum of RM200.00) will be imposed for late registration/ amendments
12.	Deadline for Amendments of Courses Registration (WITH PENALTY)	-	Week 5	12 Oct 2017 3.30 p.m	13 Oct 2017 5.00 p.m	
13.	AMD Issues Reminder Letter For Students Who Did Not Register Any Courses	1 Week	Week 5	8 – 12 Oct 2017	9 – 13 Oct 2017	
14.	Mid Semester Break, Semester I, 2017/2018 Session	1 Week	Week 5	15 – 19 Oct 2017	16 – 20 Oct 2017	

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15.	Course Withdrawal (TD)	4 Weeks	Week 6 – 9	15 Oct – 9 Nov 2017	16 Oct – 10 Nov 2017	Deepavali 18 Oct 2017 (Wednesday)
16.	Faculty Check Students Who Did Not Register Any Courses	5 Weeks	Week 6 – 10	15 Oct – 16 Nov 2017	16 Oct – 17 Nov 2017	
17.	Application for Deferment or Withdrawal From Programme	9 Weeks	Week 7 – 15	22 Oct – 21 Dec 2017	23 Oct – 22 Dec 2017	Hol Almarhum Sultan Iskandar (JB Only) 26 Oct 2017 (Thursday)
18.	Continuation of Semester I, 2017/2018 Session Lectures (Part 2)	9 Weeks	Week 7 – 15	22 Oct – 21 Dec 2017	23 Oct – 22 Dec 2017	UTM 59 th Convocation 28 – 31 Oct 2017 (Saturday – Tuesday)
19.	Deadline for Application for Reduction and Exemption Tuition Fees	-	Week 8	2 Nov 2017	3 Nov 2017	
20.	Deadline for Course Withdrawal (TD)	-	Week 9	9 Nov 2017 3.30 p.m	10 Nov 2017 5.00 p.m	Applications for course withdrawal will not be accepted after this date
21.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	1 Week	Week 9	5 – 10 Nov 2017		Birthday of Prophet Muhammad S.A.W 1 Dec 2017 (Friday)
22.	Deadline for Application for Deferment or Withdrawal From Programme	-	Week 15	21 Dec 2017 3.30 p.m	22 Dec 2017 5.00 p.m	
23.	Revision Week	1 Week	Week 16	24 – 28 Dec 2017	25 – 29 Dec 2017	
24.	Final Examination for Semester I, 2017/2018 Session	3 Weeks	Week 17 - 19	2 – 18 Jan 2018	2 – 19 Jan 2018	
25.	Final date for submission of dissertation	-	Week 19	30 Jan 2018		
26.	Final Break Semester I, 2017/2018 Session	3 Weeks	Week 20 – 22	21 Jan – 8 Feb 2018	22 Jan – 9 Feb 2018	

* Subject to change

Prepared by:
Academic Management Division (AMD)
Academic Registrar Office (UTM ARO)
Office of the Deputy Vice-Chancellor (Academic & International)
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