

**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 II, 2017/2018 SESSION (29 Weeks) 11 February 2018 – 30 August 2018 (JB), 12 February 2018 – 31 August 2018 (KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Semester II, 2017/2018 Session <b>(ONLINE)</b>	<b>2 Weeks</b>	<b>Week 1 – 2</b>	8 – 23 Feb 2018		<a href="https://my.utm.my">https://my.utm.my</a>
2.	Semester II, 2017/2018 Session Lectures (Part 1)	<b>7 Weeks</b>	<b>Week 1 – 7</b>	11 Feb – 29 Mar 2018	12 Feb – 30 Mar 2018	<b>16 - 18 Feb 2018</b> Chinese New Year
3.	Application for Reduction and Exemption Tuition Fees	<b>8 Weeks</b>	<b>Week 1 – 8</b>	11 Feb – 5 Apr 2018	12 Feb – 6 Apr 2018	
4.	Deadline for Registration of Courses <b>(ONLINE)</b>	<b>1 Week</b>	<b>Week 2</b>	23 Feb 2018 5.00 p.m		<a href="https://my.utm.my">https://my.utm.my</a>
5.	Late Registration of Courses <b>(WITH PENALTY)</b>	<b>1 Week</b>	<b>Week 3</b>	25 Feb – 1 Mar 2018	26 Feb – 2 Mar 2018	<i>A penalty of RM25.00 for each course (up to a total maximum of RM200.00) will be imposed for late registration/ amendments</i>
6.	Deadline for Late Registration of Courses <b>(WITH PENALTY)</b>	-	<b>Week 3</b>	1 Mar 2018 3.30 p.m	2 Mar 2018 5.00 p.m	
7.	Amendments of Course Registration <b>(ONLINE)</b>	<b>1 Week</b>	<b>Week 4</b>	4 – 9 Mar 2018		<a href="https://my.utm.my">https://my.utm.my</a>
8.	Deadline of Amendments of Course Registration <b>(ONLINE)</b>	-	<b>Week 4</b>	9 Mar 2018 5.00 p.m		<a href="https://my.utm.my">https://my.utm.my</a>
9.	Amendments of Courses Registration <b>(WITH PENALTY)</b>	<b>1 Week</b>	<b>Week 5</b>	11 – 15 Mar 2018	12 – 16 Mar 2018	<i>A penalty of RM25.00 for each course (up to a total maximum of RM200.00) will be imposed for late registration/ amendments</i>
10.	Deadline for Amendments of Courses Registration <b>(WITH PENALTY)</b>	-	<b>Week 5</b>	15 Mar 2018 3.30 p.m	16 Mar 2018 5.00 p.m	

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11.	Course Withdrawal (TD)	<b>4 Weeks</b>	<b>Week 6 – 9</b>	18 Mar – 12 Apr 2018	19 Mar – 13 Apr 2018	
12.	AMD Issues Reminder Letter For Students Who Did Not Register Any Courses	<b>1 Week</b>	<b>Week 6</b>	18 – 23 Mar 2018		<b>23 March 2018</b> Birthday of His Majesty the Sultan of Johor (JB Only)
13.	Faculty Check Students Who Did Not Register Any Courses	<b>5 Weeks</b>	<b>Week 6 – 10</b>	18 Mar – 19 Apr 2018	19 Mar – 20 Apr 2018	
14.	Application for Deferment or Withdrawal From Programme	<b>9 Weeks</b>	<b>Week 7 – 15</b>	25 Mar – 24 May 2018	26 Mar – 25 May 2018	
15.	Mid Semester Break, Semester II, 2017/2018 Session	<b>1 Week</b>	<b>Week 8</b>	1 - 5 Apr 2018	2 – 6 Apr 2018	
16.	Deadline for Application of Reduction and Exemption Tuition Fees Deadline	-	<b>Week 8</b>	5 Apr 2018 3.30 p.m	6 Apr 2018 5.00 p.m	
17.	Continuation of Semester II, 2017/2018 Session Lectures (Part 2)	<b>7 Weeks</b>	<b>Week 9 – 15</b>	8 Apr – 24 May 2018	9 Apr – 25 May 2018	<b>29 – 30 April 2018</b> <i>UTM 60<sup>th</sup> Convocation</i>
18.	Deadline for Course Withdrawal (TD)	-	<b>Week 9</b>	12 Apr 2018 3.30 p.m	13 Apr 2018 5.00 p.m	<i>Applications for course withdrawal will not be accepted after this date</i>
19.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	<b>1 Week</b>	<b>Week 14</b>	13 – 19 May 2018		<b>1 May 2018</b> Labour Day
20.	Deadline for Application for Deferment or Withdrawal From Programme	-	<b>Week 15</b>	24 May 2018 3.30 p.m	25 May 2018 5.00 p.m	<b>17 May 2018</b> Awal Ramadhan (Johor Only)

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<b>NO.</b>	<b>PROGRAMME</b>	<b>DURATION</b>	<b>WEEK</b>	<b>CAMPUS</b>		<b>REMARKS</b>
				<b>JOHOR BAHRU</b>	<b>KUALA LUMPUR</b>	
21.	Revision Week	<b>1 Week</b>	<b>Week 16</b>	25 – 29 May 2018	26 – 29 May 2018	<b>29 May 2018</b> Wesak Day
22.	Final Examination for Semester II, 2017/2018 Session	<b>3 Weeks</b>	<b>Week 17 - 19</b>	30 May – 14 June 2018		
23.	Final Break Semester II, 2017/2018 Session	<b>4 Weeks</b>	<b>Week 20 – 24</b>	17 June – 30 Aug 2018	18 June – 31 Aug 2018	<b>2 June 2018</b> Nuzul Al Quran (KL Only)
24.	Final date for submission of dissertation	-	-	30 Aug 2018		<b>15 – 16 June 2018</b> Eid Al – Fitri  <b>31 August 2018</b> National Day

*\* Subject to change*

Prepared by:  
**Academic Management Division (AMD)**  
Academic Registrar Office (UTM ARO)  
Office of the Deputy Vice-Chancellor (Academic & International)  
1 January 2018

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SHORT SEMESTER, 2017/2018 SESSION (10 Weeks) 17 June 2018 – 23 August 2018 (JB), 18 June 2018 – 24 August 2018 (KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Short Semester, 2017/2018 Session <b>(ONLINE)</b>	<b>1 Week, before short semester begins</b>	-	17 – 22 June 2018		<a href="https://my.utm.my">https://my.utm.my</a>
2.	Deadline for Registration of Courses <b>(ONLINE)</b>	-	-	22 June 2018 5.00 p.m		<a href="https://my.utm.my">https://my.utm.my</a>
3.	Lectures for Short Semester, 2017/2018 Session	<b>8 Weeks</b>	<b>Week 1 – 8</b>	24 June – 16 Aug 2018	25 June – 17 Aug 2018	
4.	Late Registration of Courses Begins <b>(WITH PENALTY)</b>	<b>1 Week</b>	<b>Week 1</b>	24 – 28 June 2018	25 – 29 June 2018	<i>A penalty of RM25.00 for each course (up to a total maximum of RM200.00) will be imposed for late registration/ amendments</i>
5.	Deadline for Late Registration of Courses <b>(WITH PENALTY)</b>	-	<b>Week 1</b>	28 June 2018 3.30 p.m	29 June 2018 5.00 p.m	
6.	Amendments of Course Registration <b>(ONLINE)</b>	<b>1 Week</b>	<b>Week 2</b>	1 – 6 July 2018		<a href="https://my.utm.my">https://my.utm.my</a>
7.	Deadline for Amendments Of Course Registration <b>(ONLINE)</b>	-	<b>Week 2</b>	6 July 2018 5.00 p.m		<a href="https://my.utm.my">https://my.utm.my</a>

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<b>18 June 2018 – 24 August 2018 (KL)</b>						
<b>NO.</b>	<b>PROGRAMME</b>	<b>DURATION</b>	<b>WEEK</b>	<b>CAMPUS</b>		<b>REMARKS</b>
				<b>JOHOR BAHRU</b>	<b>KUALA LUMPUR</b>	
8.	Course Withdrawal (TD)	<b>2 Weeks</b>	<b>Week 3 – 4</b>	8 – 19 July 2018	9 – 20 July 2018	
9.	Deadline of Course Withdrawal (TD)	-	<b>Week 4</b>	19 July 2018 3.30 p.m	20 July 2018 5.00 p.m	<i>Applications for course withdrawal will not be accepted after this date</i>
10.	Final Break for Short Semester	<b>1 Week</b>	-	19 – 23 Aug 2018	20 – 24 Aug 2018	

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1 January 2018