

**WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2018/2019 ACADEMIC SESSION
UNIVERSITI TEKNOLOGI MALAYSIA**

SEMESTER II, 2018/2019 SESSION (31 Weeks)						
27 JANUARY – 29 AUGUST 2019 – UTM JB						
28 JANUARY – 30 AUGUST 2019 – UTM KL						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Semester II, 2018/2019 Session (ONLINE)	2 weeks	Week 1 – 2	23 Jan – 8 Feb 2019		https://my.utm.my
2.	Semester II, 2018/2019 Session Lectures (Part 1)	9 weeks	Week 1 – 9	27 – 31 Jan 2019 10 Feb – 26 Mar 2019	28 Jan – 1 Feb 2019 11 Feb – 27 Mar 2019	Federal Territory Day 1 Feb 2019 Chinese New Year 5 – 6 Feb 2019
3.	Chinese New Year Break	1 week	Week 2	3 – 7 Feb 2019	4 – 8 Feb 2019	
4.	Application for Reduction and Exemption Tuition Fees	8 weeks	Week 1 – 8	27 Jan – 21 Mar 2019	27 Jan – 22 Mar 2019	
5.	Deadline for Registration of Courses (ONLINE)	1 week	Week 2	8 Feb 2019 5.00 pm		https://my.utm.my
6.	Late Registration of Courses (WITH PENALTY)	1 week	Week 3	10 – 14 Feb 2019	11 – 15 Feb 2019	A penalty of RM100.00 for each course will be imposed for late registration/ amendments
7.	Deadline for Late Registration of Courses (WITH PENALTY)	-	Week 3	14 Feb 2019 3.30 pm	15 Feb 2019 5.00 pm	
8.	Amendments of Course Registration (ONLINE)	1 week	Week 4	17 – 22 Feb 2019		https://my.utm.my
9.	Deadline of Amendments of Course Registration (ONLINE)	-	Week 4	22 Feb 2019 5.00 pm		https://my.utm.my
10.	Amendments of Courses Registration (WITH PENALTY)	1 week	Week 5	24 – 28 Feb 2019	25 Feb – 1 Mar 2019	A penalty of RM100.00 for each course will be imposed for late registration/ amendments
11.	Deadline for Amendments of Courses Registration (WITH PENALTY)	-	Week 5	28 Feb 2019 3.30 pm	1 Mar 2019 5.00 pm	
12.	Course Withdrawal (TD)	4 weeks	Week 6 – 9	3 – 28 Mar 2019	4 – 29 Mar 2019	

* *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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				JOHOR BAHRU	KUALA LUMPUR	
13.	AMD Issues Reminder For Students Who Did Not Register Any Courses	1 week	Week 6	3 – 8 Mar 2019		
14.	Faculty Check Students Who Did Not Register Any Courses	5 weeks	Week 6 – 10	3 Mar – 4 Apr 2019	4 Mar – 5 Apr 2019	
15.	Application for Deferment or Withdrawal From Programme	9 weeks	Week 7 – 15	10 Mar – 9 May 2019	11 Mar – 10 May 2019	
16.	Deadline for Application of Reduction and Exemption Tuition Fees Deadline	-	Week 8	21 Mar 2019 3.30 pm	22 Mar 2019 5.00 pm	Applications will not be accepted after this date
17.	Mid Semester Break, Semester II, 2018/2019 Session	2 days	Week 9	27 – 28 Mar 2019	28 – 29 Mar 2019	
18.	Deadline for Course Withdrawal (TD)	-	Week 9	28 Mar 2019 3.30 pm	29 Mar 2019 5.00 pm	Applications for course withdrawal will not be accepted after this date A penalty of RM100.00 for each course will be imposed for TD.
19.	Continuation of Semester II, 2018/2019 Session Lectures (Part 2)	6 weeks	Week 10 – 15	31 Mar – 13 May 2019	1 Apr – 14 May 2019	Labour Day 1 May 2019 1st Day of Ramadhan 6 May 2019
20.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	1 week	Week 15	5 – 9 May 2019		
21.	Deadline for Application for Deferment or Withdrawal From Programme	-	Week 15	9 May 2019 3.30 pm	10 May 2019 5.00 pm	

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				JOHOR BAHRU	KUALA LUMPUR	
22.	Revision Week	3 days	Week 16	14 – 16 May 2019	15 – 17 May 2019	
23.	Final Examination for Semester II, 2018/2019 Session	3 weeks	Week 17 - 19	19 May – 6 Jun 2019	20 May – 7 Jun 2019	Eid-UI-Fitr Celebration 5 – 6 Jun 2019
24.	Final Break Semester II, 2018/2019 Session	4 weeks	Week 20 – 24	9 Jun – 29 Aug 2019	10 Jun – 30 Aug 2019	
25.	Final date for submission of dissertation	-	-	29 Aug 2019		
26.	Registration of Courses for Semester I, 2019/2020 Session (ONLINE)	2 weeks	Week 1-2	29 Aug – 13 Sep 2019		https://my.utm.my

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SHORT SEMESTER, 2018/2019 SESSION (10 Weeks)						
9 June 2019 – 15 August 2019 (JB)						
10 June 2019 – 16 August 2019 (KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Short Semester, 2018/2019 Session (ONLINE)	1 Week, before short semester begins	-	9 – 14 June 2019		https://my.utm.my Eid-UI-Fitr Celebration 5 – 6 Jun 2019
2.	Deadline for Registration of Courses (ONLINE)	-	-	14 June 2019 5.00 p.m		https://my.utm.my
3.	Lectures for Short Semester, 2018/2019 Session	8 Weeks	Week 1 – 8	16 June – 8 Aug 2019	17 June – 9 Aug 2019	
4.	Late Registration of Courses Begins (WITH PENALTY)	1 Week	Week 1	16 – 20 June 2019	17 – 21 June 2019	A penalty of RM100.00 for each course will be imposed for late registration/ amendments
5.	Deadline for Late Registration of Courses (WITH PENALTY)	-	Week 1	20 June 2019 3.30 p.m	21 June 2019 5.00 p.m	
6.	Amendments of Course Registration (ONLINE)	1 Week	Week 2	23 – 28 June 2019		https://my.utm.my
7.	Deadline for Amendments Of Course Registration (ONLINE)	-	Week 2	28 June 2019 5.00 p.m		https://my.utm.my
8.	Course Withdrawal (TD)	2 Weeks	Week 3 – 4	30 June – 4 July 2019	1 – 5 July 2019	
9.	Deadline of Course Withdrawal (TD)	-	Week 4	4 July 2019 3.30 p.m	5 July 2019 5.00 p.m	Applications for course withdrawal will not be accepted after this date
10.	Final Break for Short Semester	1 Week	-	11 – 15 Aug 2019	12 – 16 Aug 2019	

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