



WORK SCHEDULE FOR COURSE REGISTRATION, CONFIRMATION FOR AWARD DEGREE AND EXAMINATION FOR BACHELOR DEGREE PROGRAMME (FULL TIME)

STUDENT REFERENCE

NO.	ACTIVITY	DURATION	WEEK	DATE	REMARKS
1	<p>Special Course Registration Semester II, 2024/2025 Session</p> <p><i>"Special Course Registration" is only for those who could not register during Course Registration period (in June 2024) due to the status of deferment or cross campus in Semester 2 2023/2024 or any other special case which allowed by the University.</i></p>		-	14 - 15 March 2025	Registration through Student Portal https://my.utm.my
2	Course registration (with penalty)	5 days	1	17 - 18 March 2025	Penalty of RM100.00 for each course and subjected to approval by the Faculty.
3	Lectures Semester II (Part 1)	7 weeks	1 - 7	17 March - 4 May 2025	<p>18 March 2025* Nuzul Quran (KL only)</p> <p>23 March 2025 Birthday of the Sultan Johor (Johor only)</p> <p>31 March - 1 April 2025* Eid ul Fitri</p> <p>1 May 2025 Labour Day</p>
3	Application for credit transfer	2 weeks	1 - 2	17 - 28 March 2025	<p>Application through Student Portal https://my.utm.my</p> <p>Kindly refer to Academic Rules of Undergraduate Studies for terms and conditions prior to any application.</p>

NO.	ACTIVITY	DURATION	WEEK	DATE	REMARKS
4	Amendments to course registration by students <i>"Amendment" means to register additional course or to delete course or to change section which has been registered before. Student who do not register any course will not be allowed to do any amendment.</i>	2 weeks	1 - 2	20 - 28 March 2025	Application through Student Portal https://my.utm.my
5	Amendments to course registration (with penalty) by students	5 days	3	31 March - 4 April 2025	A penalty of RM100.00 for each course
6	Submission of Confirmation for Award of Degree by students in their final semester	Start from 2nd Week of Semester II, 2024/2025	2 - 12	24 March - 6 June 2025	Submission through Student Portal https://my.utm.my
7	Course Withdrawal by students	5 weeks	4 - 8	7 April - 9 May 2025	Please be advised that if a student choose to withdraw from a course after the deadline for the Course Registration Amendment Period, the student remains obligated to pay for the withdrawn course
	Students are needed to print out / download Course Registrations Slip for Examination purposes	1 week	8	5 - 9 May 2025	Compulsory for Examination purposes.
8	Mid-Semester Break Semester II, 2024/2025 Session	1 week	8	5 - 11 May 2025	
8	Start date for restriction process due to debt by the Bursary		9	13 May 2025	

NO.	ACTIVITY	DURATION	WEEK	DATE	REMARKS
9	Lectures Semester II (Part 2)	7 weeks	9-15	13 May - 27 June 2025	<p>12 May 2025 Wesak Day</p> <p>30 & 31 May 2025 Keamatan Festival (Sabah & Sarawak only)</p> <p>1 & 2 June 2025 Gawai Day (Sarawak Only)</p> <p>2 June 2025 Yang DiPertuan Agong's Birthday</p> <p>7 June 2025* Eid ul Adha</p> <p>27 June 2025* Awal Muharram (Johor only)</p>
10	Faculties update records on Course Withdrawal	1 week	9	13 -16 May 2025	
11	Examination Schedule for Semester II, 2024/2025 Session released		13	9 - 11 June 2025	4 weeks before beginning of final semester examination (subject to change by the faculties)
12	Class Schedule for Semester I, 2025/2026 released		13	12 - 13 June 2025	Before the course registration period (subject to change by the faculties)
13	<p>Courses Registration for Semester I, 2024/2025 Session</p> <p><i>(Compulsory to All "Active" Students)</i></p>	2 weeks	14 - 15	16 - 26 June 2025	Registration through Student Portal https://my.utm.my
14	Revision Period	1 weeks	16	30 June - 6 July 2025	

NO.	ACTIVITY	DURATION	WEEK	DATE	REMARKS
15	Final Examinations Semester II, Session 2024/2025	3 weeks	17 - 19	7 - 27 July 2025	
16	Duration for student to check the course grade result and appeal (if applicable)	30 days	17 -21	7 July - 5 August 2025*	Check the grade through Student Portal https://my.utm.my
17	Semester Break for Semester II, 2024/2025 Session	10 weeks		28 July - 5 October 2025	

**Subject to any changes*

Prepared by:

Academic Management & Conferment Section (AMaCS)

Academic Management Division (AMD)

Department of the Registrar, UTM

Official website: <https://amd.utm.my/amacs/>

Date : March 2025