UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2022/2023 ACADEMIC SESSION

NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				SEMESTER I 16 OCTOBER 2022 – 16 MARCH 2023 (UTM JB) | 17 OCTOBER 2022 – 17 MARCH 2023 (UTM KL)		
				JOHOR BAHRU	**KUALA LUMPUR**	
1.	Registration of Research/Course for Semester I, 2022/2023 Session *(ONLINE)*	2 weeks	-	2 – 16 Oct 2022		**https://my.utm.my** According to the Postgraduate Academic Regulations, students **must** register courses every semester within the specified dates. Those who fail to register without acceptable reasons will be terminated.
2.	Student start & continue their Research	22 weeks	Week 1 – 22	16 Oct 2022 – 16 Mar 2023	17 Oct 2022 – 17 Mar 2023	
3.	Application for Reduction and Exemption Tuition Fees	8 weeks	Week 1 – 8	16 Oct – 8 Dec 2022	17 Oct – 9 Dec 2022	**Deepavali** 24 Oct 2022
4.	Deadline for Registration of Courses *(ONLINE)*	-	-	16 Oct 2022		**https://my.utm.my**
5.	Amendments of Course Registration *(ONLINE)*	1 week	Week 1	17 – 23 Oct 2022		**https://my.utm.my**
6.	Deadline of Amendments of Course Registration *(ONLINE)*	-	Week 2	23 Oct 2022		**https://my.utm.my**
7.	Late Registration of Courses **(WITH PENALTY)**	1 week	Week 2	25 - 31 Oct 2022		A penalty of **RM100.00** for each course will be imposed for late registration/ amendments.
8.	Deadline for Late Registration of Courses **(WITH PENALTY)**	-	Week 3	31 Oct 2022 5.00 pm		
9.	Amendments of Courses Registration **(WITH PENALTY)**	1 week	Week 3	1 - 7 Nov 2022		
10.	Deadline for Amendments of Courses Registration **(WITH PENALTY)**	-	Week 4	7 Nov 2022 5.00 pm		
11.	Course Withdrawal (TD)	4 weeks	Week 6 – 9	20 Nov – 15 Dec 2022	21 Nov – 16 Dec 2022	Course withdrawal after the Amendments of Course Registration period will not affect the fees for the semester.

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2022/2023 ACADEMIC SESSION

NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				SEMESTER I **16 OCTOBER 2022 – 16 MARCH 2023 (UTM JB) | 17 OCTOBER 2022 – 17 MARCH 2023 (UTM KL)**		
				JOHOR BAHRU	**KUALA LUMPUR**	
12.	Faculty Check and Remind Students Who Did Not Register Any Courses	5 weeks	Week 6 – 10	20 Nov – 22 Dec 2022	21 Nov – 23 Dec 2022	**Faculty will contact/email students who did not register any courses. Students who did not give any feedback to the faculty within this period can be terminated**.
13.	Application for Deferment or Withdrawal of Programme	7 weeks	Week 6 – 12	20 Nov 2022 – 5 Jan 2023	21 Nov 2022 – 6 Jan 2023	**New Year (KL Only)** 1 Jan 2023
14.	Mid Semester Break, Semester I, 2022/2023 Session	1 week	Week 8	4 – 8 Dec 2022	5 – 9 Dec 2022	
15.	Deadline for Application of Reduction and Exemption Tuition Fees	-	Week 8	8 Dec 2022 3.30 pm	9 Dec 2022 5.00 pm	Applications will not be accepted after this date.
16.	Deadline for Course Withdrawal (TD)	-	Week 9	15 Dec 2022 3.30 pm	16 Dec 2022 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.
17.	Deadline for Application for Deferment or Withdrawal of Programme	-	Week 12	5 Jan 2023 3.30 pm	6 Jan 2023 5.00 pm	
18.	Submission of Progress Report	5 weeks	Week 10 – 15	19 Dec 2022 – 25 Jan 2023		Application for Notification Thesis Submission are THREE (3) months before the Expected Date of Thesis Submission. **Chinese New Year** 22 - 23 Jan 2023

Prepared by:
Academic Management Division (AMD)
Department of Registrar

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2022/2023 ACADEMIC SESSION

NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
	SEMESTER I **16 OCTOBER 2022 – 16 MARCH 2023 (UTM JB) | 17 OCTOBER 2022 – 17 MARCH 2023 (UTM KL)**					
				JOHOR BAHRU	KUALA LUMPUR	
19.	Final date for Submission of Progress Report	-	Week 15	25 Jan 2023		
20.	AMD Issues Termination Letter of Students Who Did Not Register Any Courses		Week 16	26 – 29 Jan 2023		
21.	Evaluation of Progress Report by Supervisor	3 weeks	Week 16 – 19	29 Jan – 23 Feb 2023		**Federal Territory Day (KL Only)** 1 Feb 2023 **Thaipusam** 4 Feb 2023
22.	Deadline for Evaluation of Progress Report by Supervisor	-	Week 19	23 Feb 2023		
23.	Final date for submission of thesis/dissertation	-	-	16 Mar 2023		
	Application for Notification Thesis Submission is THREE (3) months before the Expected Date of Thesis Submission					
24.	Registration of Courses for Semester II, 2022/2023 Session **(ONLINE)**	2 weeks	-	TBC		**https://my.utm.my**

Prepared by:
Academic Management Division (AMD)
Department of Registrar