

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2020/2021 ACADEMIC SESSION

SEMESTER I						
18 OCTOBER 2020 – 11 MARCH 2021 (UTM JB) 19 OCTOBER 2020 – 12 MARCH 2021 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Research/Course for Semester I, 2020/2021 Session (ONLINE)	2 weeks	-	1 – 16 Oct 2020		https://my.utm.my
2.	Student start & continue their Research	21 weeks	Week 1 – 21	18 Oct 2020 – 11 Mar 2021	19 Oct 2020 – 12 Mar 2021	
3.	Application for Reduction and Exemption Tuition Fees	8 weeks	Week 1 – 8	18 Oct – 10 Dec 2020	19 Oct – 11 Dec 2020	Birthday of Prophet Muhammad S.A.W 29 Oct 2020 Deepavali 14 Nov 2020
4.	Deadline for Registration of Courses (ONLINE)	1 week	Week 2	16 Oct 2020 5.00 pm		https://my.utm.my
5.	Late Registration of Courses (WITH PENALTY)	1 week	Week 3	1 -5 Nov 2020	2 - 6 Nov 2020	A penalty of RM100.00 for each course will be imposed for late registration/ amendments
6.	Deadline for Late Registration of Courses (WITH PENALTY)	-	Week 3	5 Nov 2020 3.30 pm	6 Nov 2020 5.00 pm	
7.	Amendments of Course Registration (ONLINE)	1 week	Week 4	8 – 13 Nov 2020		https://my.utm.my
8.	Deadline of Amendments of Course Registration (ONLINE)	-	Week 4	13 Nov 2020 5.00 pm		https://my.utm.my
9.	Amendments of Courses Registration (WITH PENALTY)	1 week	Week 5	15 -19 Nov 2020	16 - 20 Nov 2020	A penalty of RM100.00 for each course will be imposed for late registration/ amendments
10.	Deadline for Amendments of Courses Registration (WITH PENALTY)	-	Week 5	19 Nov 2020 3.30 pm	20 Nov 2020 5.00 pm	
11.	Course Withdrawal (TD)	4 weeks	Week 6 – 9	22 Nov – 17 Dec 2020	23 Nov – 18 Dec 2020	
12.	Faculty Check and Remind Students Who Did Not Register Any Courses	5 weeks	Week 6 – 10	22 Nov – 24 Dec 2020	23 Nov – 24 Dec 2020	Christmas 25 Dec 2020
13.	Application for Deferment or Withdrawal From Programme	9 weeks	Week 7 – 15	29 Nov 2020 – 27 Jan 2021	30 Nov 2020 – 29 Jan 2021	New Year (KL Only) 1 Jan 2021 Thaipusam 28 Jan 2021

* **Subject to change**

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

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				JOHOR BAHRU	KUALA LUMPUR	
						Federal Territory Day (KL Only) 1 Feb 2021
14.	Mid Semester Break, Semester I, 2020/2021 Session	1 weeks	Week 8	6 – 10 Dec 2020	7 – 11 Dec 2020	Chinese New Year 12 - 13 Feb 2021
15.	Deadline for Application of Reduction and Exemption Tuition Fees Deadline	-	Week 8	10 Dec 2020 3.30 pm	11 Dec 2020 5.00 pm	Applications will not be accepted after this date.
16.	Deadline for Course Withdrawal (TD)	-	Week 9	17 Dec 2020 3.30 pm	18 Dec 2020 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.	Submission of Progress Report	4 weeks	Week 10 – 13	20 Dec 2020 – 15 Jan 2021		Application for Notification Thesis Submission are THREE (3) months before the Expected Date of Thesis Submission
18.	Final date for Submission of Progress Report	-	Week 13	15 Jan 2021		
19.	Evaluation of Progress Report by Supervisor	2 weeks	Week 14 – 15	17 – 29 Jan 2021		
20.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	1 week	Week 15	24 – 29 Jan 2021		Thaipusam 28 Jan 2021
21.	Deadline for evaluation of Progress Report by Supervisor	-	Week 15	29 Jan 2021		
22.	Deadline for Application for Deferment or Withdrawal From Programme	-	Week 15	27 Jan 2021 5.00 pm	29 Jan 2021 5.00 pm	
23.	Final date for submission of thesis/dissertation	-	-	11 Mar 2021		
Application for Notification Thesis Submission are THREE (3) months before the Expected Date of Thesis Submission						

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