




**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER APRIL 2019
UNDERGRADUATE & POSTGRADUATE (BY COURSEWORK) PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Verification of Academic Management System (AMS)	Feb 20, 2019	Feb 26, 2019	7 day
2	Senate Meeting	Feb 27, 2019	Feb 27, 2019	1 day
3	Announcement of Final Examination Results (Via  Student Portal - http://studentportal.unisel.edu.my)	Feb 28, 2019	Feb 28, 2019	1 day
4	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  Student Portal - http://studentportal.unisel.edu.my)	Mar 01, 2019	Apr 10, 2019	6 weeks
5	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  Student Portal - http://studentportal.unisel.edu.my) *POSTGRADUTE ONLY*	Mar 01, 2019	Mar 17, 2019	17 days
6	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Mar 01, 2019	Mar 06, 2019	4 working days
7	Academic Appeals Committee Meeting	Mar 01, 2019	Mar 01, 2019	1 day
8	Continuing Study Appeal Results (Notification to students)	Mar 01, 2019	Mar 08, 2019	6 working days
9	Programme Change	Apr 08, 2019	Apr 12, 2019	5 days
10	Add & Drop Course	Apr 10, 2019	Apr 21, 2019	2 weeks
11	Course Registration Slip Printing	Apr 08, 2019	Apr 21, 2019	2 weeks
12	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before)	Apr 08, 2019	Apr 12, 2019	5 days
13	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	Apr 08, 2019	Apr 19, 2019	2 weeks
14	Rechecking of Examination Answer Script	Apr 08, 2019	Apr 12, 2019	5 days
15	Submission of Status Change (COMPLETED)	Apr 08, 2019	May 17, 2019	6 weeks
16	Change Course Group	Apr 08, 2019	May 10, 2019	5 weeks
17	Defer with Processing Fee	Apr 08, 2019	June 14, 2019	9 weeks
18	Absent (allow to register with penalty with RM50 and an additional RM20 for each subsequent day) *POSTGRADUTE ONLY*	Mar 18, 2019	May 05, 2019	8 weeks
19	Terminated *POSTGRADUTE ONLY*	May 06, 2019	June 09, 2019	5 weeks
20	Drop Course with Penalty Fee	Apr 22, 2019	June 14, 2019	7 weeks
21	Verification Letter for EPF Application	Apr 08, 2019	June 14, 2019	9 weeks
22	Tuition Fees Payment	Apr 08, 2019	Jul 07, 2019	12 weeks
23	Examination Slip Printing	Jul 08, 2019	Jul 22, 2019	2 weeks
24	Final Examination	Jul 23, 2019	Aug 10, 2019	3 weeks
25	e-Course Teaching Evaluation	Jun 17, 2019	Jul 21, 2019	5 weeks

Endorsed by the Senate Meeting of Universiti Selangor on 03 January 2019

Note:

*You will be unable to withdraw from a course after this deadline. Official withdrawal is compulsory.