


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

No.	Activities	Start Date	End Date	Duration
1	Senate Meeting	Aug 21, 2019	Aug 21, 2019	1 day
2	Announcement of Final Examination Results (Via  - http://studentportal.unisel.edu.my)	Aug 22, 2019	Oct 14, 2019	7 weeks
3	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my)	Aug 23, 2019	Aug 27, 2019	5 days
4	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my) *POSTGRADUATE ONLY*	Aug 23, 2019	Sept 8, 2019	17 days
5	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Aug 22, 2019	Aug 23, 2019	2 days
6	Academic Appeals Committee Meeting	Aug 23, 2019	Aug 23, 2019	1 day
7	Continuing Study Appeal Results (Notification to students)	Aug 26, 2019	Aug 30, 2019	5 working days
8	Programme Change	Aug 26, 2019	Aug 30, 2019	5 days
9	Add & Drop Course	Aug 28, 2019	Sept 01, 2019	5 days
10	Course Registration Slip Printing	Aug 26, 2019	Sept 08, 2019	2 weeks
11	Course Exemption/Credit Transfer	Aug 26, 2019	Aug 30, 2019	5 days
12	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	Sept 02, 2019	Sept 06, 2019	5 days
13	Rechecking of Examination Answer Script	Aug 26, 2019	Aug 30, 2019	5 days
14	Submission of Status Change (COMPLETED)	Aug 26, 2019	Sept 13, 2019	3 weeks
15	Change Course Group	Aug 26, 2019	Sept 20, 2019	4 weeks
16	Defer with Processing Fee	Aug 26, 2019	Sept 27, 2019	5 weeks
17	Absent (allow to register with penalty with RM50 and an additional RM20 for each subsequent day) *POSTGRADUATE ONLY*	Sept 9, 2019	Sept 20, 2019	2 weeks
18	Terminated *POSTGRADUATE ONLY*	Sept 23, 2019	Sept 23, 2019	1 day
19	Drop Course with Penalty Fee	Sept 02, 2019	Oct 11, 2019	6 weeks
20	Verification Letter for EPF Application	Aug 26, 2019	Sept 20, 2019	4 weeks
21	Tuition Fees Payment	Aug 26, 2019	Sept 29, 2019	5 weeks
22	Examination Slip Printing	Sept 30, 2019	Oct 11, 2019	2 weeks
23	Final Examination	Oct 12, 2019	Oct 26, 2019	2 weeks
24	e-Course Teaching Evaluation	Sept 27, 2019	Oct 15, 2019	2 weeks

Endorsed by the Senat Meeting of Universiti Selangor on 26 June 2019