SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER AUGUST 2016 (COHORT 5/16/34)
UNDERGRADUATE PROGRAMMES

No.	Activities	Start Date	End Date	Duration
1	**Senate Meeting**	**-NA-**	**-NA-**	**-NA-**
2	**Announcement of Final Examination Results** (Via Student Portal – *http://studentportal.unisel.edu.my*)	**-NA-**	**-NA-**	**-NA-**
3	**Semester Registration for Returning Students (*i-Daftar*)** (Via Student Portal – *http://studentportal.unisel.edu.my*)	**-NA-**	**-NA-**	**-NA-**
4	**Appeal for Special Examination** (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	**-NA-**	**-NA-**	**-NA-**
5	**Appeal To Continue Study (Failed/Terminated)** (Forms can be downloaded at *http://studentportal.unisel.edu.my*)	**-NA-**	**-NA-**	**-NA-**
6	**Academic Appeals Committee Meeting**	**-NA-**	**-NA-**	**-NA-**
7	**Continuing Study Appeal Results (Notification to students)**	**-NA-**	**-NA-**	**-NA-**
8	**Programme Change**	**Oct 24, 2016**	**Oct 28, 2016**	**5 days**
9	**Add & Drop Course**	**Oct 31, 2016**	**Nov 06, 2016**	**1 week**
10.	**Course Registration Slip**	**Oct 31, 2016**	**Nov 06, 2016**	**1 week**
11	**Course Exemption/Credit Transfer (Intake : 11434 and after)** **Credit Exemption/Credit Transfer (Intake : 51334 and before)**	**Oct 31, 2016**	**Nov 06, 2016**	**1 week**
12	**Special Examination** (Special Examination Timetable can be viewed at *http://studentportal.unisel.edu.my*)	**-NA-**	**-NA-**	**-NA-**
13	**Rechecking of Examination Answer Script**	**-NA-**	**-NA-**	**-NA-**
14	**Late Registration with Penalty Fee**	**-NA-**	**-NA-**	**-NA-**
15	**Defer with Processing Fee**	**Oct 31, 2016**	**Nov 11, 2016**	**2 weeks**
16	**Drop Course with Penalty Fee**	**Nov 07, 2016**	**Nov 25, 2016***	**3 weeks**
17	**Examination Slip Printing**	**Dec 05, 2016**	**Jan 08, 2017**	**5 weeks**
18	**Revision Break and Final Examination**	**Dec 17, 2016**	**Jan 08, 2017**	**3 weeks**
19	**e-Course Teaching Evaluation (Part 1)**	**Oct 03, 2016**	**Oct 23, 2016**	**3 weeks**
20	**e-Course Teaching Evaluation (Part 2)**	**Nov 28, 2016**	**Dec 18, 2016**	**3 weeks**

Note:
*You will be unable to withdraw from a course after this deadline. If you do not officially withdraw by the deadline but simply stop attending a course, the mark on your result slip will appear as a failure.