



**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER JANUARY 2017 (1/17/02)
FOUNDATION PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Senate Meeting	Jan 25, 2017	-NA-	1 day
2	Announcement of Final Examination Results (Via  Student Portal - http://studentportal.unisel.edu.my)	Jan 26, 2017	-NA-	1 day
3	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  Student Portal - http://studentportal.unisel.edu.my)	Jan 26, 2017	Feb 3, 2017	9 days
4	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Jan 31, 2017	Feb 3, 2017	4 days
5	Appeal To Continue Study (Failed/Terminated) (Forms can be downloaded at http://studentportal.unisel.edu.my)	Jan 26, 2017	Feb 5, 2017	6 days
6	Academic Appeals Committee Meeting	Jan 27, 2017	NA	1 day
7	Continuing Study Appeal Results (Notification to students)	Jan 27, 2017	Feb 5, 2017	5 working days
8	Programme Change	Jan 31, 2017	Feb 3, 2017	4 days
9	Add & Drop Course	Feb 4, 2017	Feb 10, 2017	1 week
10	Course Registration Slip	Jan 31, 2017	Feb 10, 2017	2 weeks
11	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before)	Jan 31, 2017	Feb 3, 2017	4 days
12	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	Jan 31, 2017	Feb 10, 2017	2 weeks
13	Rechecking of Examination Answer Script	Jan 31, 2017	Feb 3, 2017	4 days
14	Change Course Group	Jan 31, 2017	Feb 24, 2017	4 weeks
15	Defer with Processing Fee	Jan 31, 2017	April 7, 2017*	9 weeks
16	Drop Course with Penalty Fee	Feb 6, 2017	Mar 31, 2017	8 weeks
17	Examination Slip Printing	Apr 24, 2017	May 14, 2017	3 weeks
18	Revision & Final Examination	Apr 29, 2017	May 14, 2017	2 weeks
19	e-Course Teaching Evaluation (Part 1)	NA	NA	NA
20	e-Course Teaching Evaluation (Part 2)	NA	NA	NA

Endorsed by the Senate of Universiti Selangor on January 17, 2017

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.