



**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER SEPTEMBER 2017 (41734 & 31767)
UNDERGRADUATE & POSTGRADUATE (BY COURSEWORK) PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Senate Meeting	Sept 27, 2017	-NA-	1 day
2	Announcement of Final Examination Results (Via  Student Portal - http://studentportal.unisel.edu.my)	Sept 28, 2017	-NA-	1 day
3	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  Student Portal - http://studentportal.unisel.edu.my)	Sept 28, 2017	Oct 3, 2017	6 days
4	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Sept 28, 2017	Sept 29, 2017	2 days
5	Appeal To Continue Study (Failed/Terminated) (Forms can be downloaded at http://studentportal.unisel.edu.my)	Sept 28, 2017	Oct 5, 2017	6 working days
6	Academic Appeals Committee Meeting	Sept 29, 2017	-NA-	1 day
7	Continuing Study Appeal Results (Notification to students)	Sept 29, 2017	Oct 5, 2017	5 working days
8	Programme Change	Oct 2, 2017	Oct 6, 2017	5 days
9	Add & Drop Course	Oct 2, 2017	Oct 15, 2017	2 weeks
10	Course Registration Slip Printing	Oct 2, 2017	Oct 15, 2017	2 weeks
11	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before)	Oct 2, 2017	Oct 6, 2017	5 days
12	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	Oct 2, 2017	Oct 13, 2017	2 weeks
13	Rechecking of Examination Answer Script	Oct 2, 2017	Oct 6, 2017	5 days
14	Change Course Group	Sept 23, 2017	Oct 30, 2017	5 weeks
15	Defer with Processing Fee	Oct 2, 2017	Dec 1, 2017*	9 weeks
16	Drop Course with Penalty Fee	Oct 16, 2017	Dec 8, 2017	9 weeks
17	Verification Letter for EPF Application	Oct 9, 2017	Dec 8, 2017	9 weeks
18	Tuition Fees Payment	Oct 2, 2017	Dec 24, 2017	12 weeks
19	Examination Slip Printing	Dec 25, 2017	Jan 28, 2018	5 weeks
20	Final Examination	Jan 13, 2018	Jan 28, 2018	2 weeks
21	e-Course Teaching Evaluation (Part 1)	-NA-	-NA-	-NA-
22	e-Course Teaching Evaluation (Part 2)	Dec 11, 2017	Jan 14, 2018	5 weeks

Endorsed by the Senate of Universiti Selangor on 23 August 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.