



**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER MAY 2018 (2/18/02)
FOUNDATION PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Verification of Academic Management System (AMS)	May 16, 2018	May 22, 2018	7 day
2	Senate Meeting	May 23, 2018	-NA-	1 day
3	Announcement of Final Examination Results (Via  - http://studentportal.unisel.edu.my)	May 24, 2018	-NA-	1 day
4	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my)	May 24, 2018	May 29, 2018	6 days
5	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	May 24, 2018	May 29, 2018	4 days
6	Appeal To Continue Study (Failed/Terminated) (Forms can be downloaded at http://studentportal.unisel.edu.my)	May 24, 2018	June 01, 2018	6 working days
7	Academic Appeals Committee Meeting	May 25, 2018	-NA-	1 day
8	Continuing Study Appeal Results (Notification to students)	May 25, 2018	June 01, 2018	5 working days
9	Programme Change	May 28, 2018	June 01, 2018	5 days
10	Add & Drop Course	May 30, 2018	June 12, 2018	2 weeks
11	Course Registration Slip Printing	May 28, 2018	June 10, 2018	2 weeks
12	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before)	May 28, 2018	June 01, 2018	5 days
13	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	May 28, 2018	June 08, 2018	2 weeks
14	Rechecking of Examination Answer Script	May 28, 2018	June 01, 2018	5 days
15	Submission of Status Change (COMPLETED)	May 28, 2018	Jul 6, 2018	6 weeks
16	Change Course Group	May 28, 2018	June 22, 2018	4 weeks
17	Defer with Processing Fee	May 28, 2018	July 27, 2018*	9 weeks
18	Drop Course with Penalty Fee	June 11, 2018	Aug 03, 2018	8 weeks
19	Tuition Fees Payment	May 28, 2018	Aug 12, 2018	11 weeks
20	Examination Slip Printing	Aug 13, 2018	Aug 24, 2018	2 weeks
21	Final Examination	Aug 25, 2018	Sept 09, 2018	2 weeks
22	e-Course Teaching Evaluation	July 23, 2018	Aug 26, 2018	5 weeks

Endorsed by the Senate of Universiti Selangor on 26 April 2018

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.