



**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES  
SEMESTER JANUARY 2018  
FOUNDATION PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Senate Meeting	Jan 24, 2018	-NA-	1 day
2	Announcement of Final Examination Results (Via  - <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jan 25, 2018	-NA-	1 day
3	Semester Registration for Returning Students ( <i>i-Daftar</i> ) (Via  - <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jan 25, 2018	Jan 30, 2018	6 days
4	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Jan 25, 2018	Jan 30, 2018	4 days
5	Appeal To Continue Study (Failed/Terminated) (Forms can be downloaded at <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jan 25, 2018	Feb 02, 2018	6 working days
6	Academic Appeals Committee Meeting	Jan 26, 2018	-NA-	1 day
7	Continuing Study Appeal Results (Notification to students)	Jan 26, 2018	Feb 02, 2018	5 working days
8	Programme Change	Jan 29, 2018	Feb 02, 2018	5 days
9	Add & Drop Course	Jan 25, 2018	Feb 11, 2018	2 weeks
10	Course Registration Slip Printing	Jan 25, 2018	Feb 11, 2018	2 weeks
11	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before )	Jan 25, 2018	Feb 02, 2018	5 days
12	Special Examination (Special Examination Timetable can be viewed at <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jan 25, 2018	Feb 09, 2018	2 weeks
13	Rechecking of Examination Answer Script	Jan 25, 2018	Feb 2, 2018	5 days
14	Change Course Group	Jan 25, 2018	Feb 23, 2018	4 weeks
15	Defer with Processing Fee	Jan 29, 2018	March 30, 2018*	9 weeks
16	Drop Course with Penalty Fee	Feb 12, 2018	Apr 06, 2018	8 weeks
17	Tuition Fees Payment	Jan 29, 2018	Apr 15, 2018	12 weeks
18	Examination Slip Printing	Apr 16, 2018	Apr 27, 2018	2 weeks
19	Final Examination	Apr 28, 2018	May 13, 2018	2 weeks
20	e-Course Teaching Evaluation	March 26, 2018	April 29, 2018	5 weeks

**Endorsed by the Academic Meeting of Universiti Selangor on 17 January 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.