



**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES**  
**SEMESTER JUNE 2018 (2/18/34)**  
**UNDERGRADUATE & POSTGRADUATE (BY COURSEWORK) PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Verification of Academic Management System (AMS)	June 29, 2018	Jul 04, 2018	6 day
2	Senate Meeting	Jul 04, 2018	-NA-	1 day
3	Announcement of Final Examination Results (Via  Portal - <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jul 05, 2018	-NA-	1 day
4	Semester Registration for Returning Students ( <i>i-Daftar</i> ) (Via  Portal - <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jul 05, 2018	Jul 10, 2018	6 days
5	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Jul 05, 2018	Jul 06, 2018	2 days
6	Appeal To Continue Study (Failed/Terminated) (Forms can be downloaded at <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jul 05, 2018	Jul 11, 2018	5 working days
7	Academic Appeals Committee Meeting	Jul 06, 2018	-NA-	1 day
8	Continuing Study Appeal Results (Notification to students)	Jul 06, 2018	Jul 12, 2018	5 working days
9	Programme Change	Jul 09, 2018	Jul 13, 2018	5 days
10	Add & Drop Course	Jul 11, 2018	Jul 17, 2018	1 weeks
11	Course Registration Slip Printing	Jul 09, 2018	Jul 22, 2018	2 weeks
12	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before )	Jul 09, 2018	Jul 13, 2018	5 days
13	Special Examination (Special Examination Timetable can be viewed at <a href="http://studentportal.unisel.edu.my">http://studentportal.unisel.edu.my</a> )	Jul 09, 2018	Jul 20, 2018	2 weeks
14	Rechecking of Examination Answer Script	Jul 09, 2018	Jul 13, 2018	5 days
15	Submission of Status Change (COMPLETED)	Jul 09, 2018	Jul 27, 2018	3 weeks
16	Change Course Group	Jul 09, 2018	Aug 03, 2018	4 weeks
17	Defer with Processing Fee	Jul 09, 2018	Aug 10, 2018*	5 weeks
18	Drop Course with Penalty Fee	Jul 23, 2018	Aug 17, 2018	4 weeks
19	Verification Letter for EPF Application	Jul 09, 2018	Aug 03, 2018	4 weeks
20	Tuition Fees Payment	Jul 09, 2018	Aug 12, 2018	5 weeks
21	Examination Slip Printing	Aug 13, 2018	Aug 24, 2018	2 weeks
22	Final Examination	Aug 25, 2018	Sept 09, 2018	2 weeks
23	e-Course Teaching Evaluation	Jul 23, 2018	Aug 26, 2018	5 weeks

*Endorsed by the Senate of Universiti Selangor on 26<sup>th</sup> 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.