

SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER APRIL 2023
UNDERGRADUATE & POSTGRADUATE (BY COURSEWORK) PROGRAMMES

1	Senate Meeting	April 5, 2023	April 5, 2023	1 day
2	Announcement of Final Examination Results (Via  - http://studentportal.unisel.edu.my)	April 6, 2023	April 6, 2023	1 working day
3	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my)	April 7, 2023	April 11, 2023	5 days
4	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my) <i>*POSTGRADUATE ONLY*</i>	April 7, 2023	April 23, 2023	17 days
5	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	April 6, 2023	April 7, 2023	2 working days
6	Academic Appeals Committee Meeting	April 7, 2023	April 7, 2023	1 day
7	Result Notification of Appeals to Continue Study	April 10, 2023	April 12, 2023	3 working days
8	Programme Change	April 10, 2023	April 14, 2023	5 working days
9	Add & Drop Course	April 12, 2023	April 18, 2023	7 days
10	Printing and Reviewing of Course Registration Slip	April 17, 2023	July 21, 2023	14 weeks
11	Course Exemption/Credit Transfer	April 10, 2023	June 6, 2023	10 weeks
12	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	April 12, 2023	April 18, 2023	5 working days
13	Rechecking of Final Examination Answer Script	April 10, 2023	April 14, 2023	5 days
14	Submission of Status Change (COMPLETED)	April 10, 2023	May 19, 2023	6 weeks
15	Change Course Group	April 17, 2023	May 19, 2023	5 weeks
16	Defer with Processing Fee	April 12, 2023	July 14, 2023	14 weeks
17	Absent (allow to register with penalty with RM50 and an additional RM20 for each subsequent day) <i>*POSTGRADUATE ONLY*</i>	April 24, 2023	May 5, 2023	2 weeks
18	Terminated <i>*POSTGRADUATE ONLY*</i>	May 8, 2023	May 29, 2023	3 weeks
19	Drop Course with Pro-Rate Tuition Fee	April 17, 2023	July 21, 2023	14 weeks
20	Verification Letter for EPF Application	April 10, 2023	June 25, 2023	10 weeks
21	Payment of Tuition Fees	April 10, 2023	July 9, 2023	12 weeks
22	Printing of Examination Slip	July 10, 2023	July 24, 2023	2 weeks
23	Final Examination	July 24, 2023	August 11, 2023	3 weeks
24	e-Course Teaching Evaluation	July 3, 2023	August 11, 2023	6 weeks

Notes:

- Schedule of Academic Administration Activities has been endorsed by the Senate Meeting on 15 March 2023.
- This Schedule of Academic Administration Activities is subject to change (if any) which will be notified by the university