

SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES
SEMESTER AUGUST 2024
UNDERGRADUATE & POSTGRADUATE (BY COURSEWORK) PROGRAMMES

| No. | Activities | Start Date | End Date | Duration |
|-----|--|---------------|---------------|----------------|
| 1 | Senate Meeting | Aug 28, 2024 | Aug 28, 2024 | 1 day |
| 2 | Announcement of Final Examination Results (Via  - http://studentportal.unisel.edu.my) | Aug 29, 2024 | Aug 29, 2024 | 1 working day |
| 3 | Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my) | Aug 30, 2024 | Sept 3, 2024 | 5 days |
| 4 | Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  - http://studentportal.unisel.edu.my) <i>*POSTGRADUATE ONLY*</i> | Aug 30, 2024 | Sept 15, 2024 | 17 days |
| 5 | Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty) | Aug 30, 2024 | Sept 2, 2024 | 2 working days |
| 6 | Academic Appeals Committee Meeting | Aug 30, 2024 | Aug 30, 2024 | 1 day |
| 7 | Result Notification of Appeals to Continue Study | Sept 2, 2024 | Sept 4, 2024 | 3 working days |
| 8 | Programme Change | Sept 2, 2024 | Sept 6, 2024 | 5 working days |
| 9 | Add & Drop Course | Sept 4, 2024 | Sept 8, 2024 | 5 days |
| 10 | Printing and Reviewing of Course Registration Slip | Sept 9, 2024 | Sept 22, 2024 | 2 weeks |
| 11 | Course Exemption/Credit Transfer | Sept 2, 2024 | Oct 4, 2024 | 5 weeks |
| 12 | Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my) | Sept 3, 2024 | Sept 9, 2024 | 5 working days |
| 13 | Rechecking of Final Examination Answer Script | Sept 2, 2024 | Sept 6, 2024 | 5 days |
| 14 | Submission of Status Change (COMPLETED) | Sept 2, 2024 | Oct 18, 2024 | 7 weeks |
| 15 | Change Course Group | Sept 12, 2024 | Oct 2, 2024 | 3 weeks |
| 16 | Defer with Processing Fee | Sept 2, 2024 | Oct 18, 2024 | 7 weeks |
| 17 | Terminated <i>*UNDERGRADUATE ONLY*</i> | Oct 21, 2024 | Oct 21, 2024 | 1 day |
| 18 | Absent (allow to register with penalty with RM50 and an additional RM20 for each subsequent day) <i>*POSTGRADUATE ONLY*</i> | Sept 16, 2024 | Sept 27, 2024 | 2 weeks |
| 19 | Terminated <i>*POSTGRADUATE ONLY*</i> | Sept 30, 2024 | Oct 18, 2024 | 3 weeks |
| 20 | Drop Course with Pro-Rate Tuition Fee | Sept 9, 2024 | Oct 18, 2024 | 6 weeks |
| 21 | Verification Letter for EPF Application | Sept 2, 2024 | Sept 29, 2024 | 4 weeks |
| 22 | Payment of Tuition Fees | Sept 2, 2024 | Oct 6, 2024 | 5 weeks |
| 23 | Printing of Examination Slip | Oct 7, 2024 | Oct 21, 2024 | 2 weeks |
| 24 | Final Examination | Oct 19, 2024 | Nov 3, 2024 | 2 weeks |
| 25 | e-Course Teaching Evaluation | Sept 23, 2024 | Nov 3, 2024 | 6 weeks |

Notes:

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