



**WORK SCHEDULE FOR COURSE REGISTRATION AND EXAMINATION  
FOUNDATION PROGRAMME UNIVERSITI TEKNOLOGI MALAYSIA  
SEMESTER II, SESSION 2020/2021**

BIL	ACTIVITY	DURATION	WEEK	DATE	
				UTM JB	UTM KL
1	Course Offerings	1 week	9 Semester I, 2020/2021	28 June – 2 July 2020	29 June – 3 July 2020
2	Online Course Pre-Registration	3 days	10	5 – 7 July 2020	6 – 8 July 2020
3	Online Course Registration (only for those who are not pre-registered)	2 days	10	8 – 9 July 2020	9 – 10 July 2020
4	Verification of Course Pre-Registration by Head of Department	3 weeks	10	5 – 11 July 2020	6 – 12 July 2020
5	Late Course Registration (with penalty)	3 days	10	10 – 12 July 2020	11 – 13 July 2020
<b>6</b>	<b>Lecture Semester II, Session 2020/2021 (First Half)</b>	<b>8 weeks</b>	<b>1 – 8 Semester II, 2020/2021</b>	<b>12 July – 3 September 2020</b>	<b>13 July – 4 September 2020</b>
7	Manual Amendments to course registration by students (no penalty)	1 week	1	12 – 16 July 2020	13 – 17 July 2020
8	Manual Amendments to course registration by students (with penalty)	1 week	2	19 – 23 July 2020	20 – 24 July 2020
9	Submission of Application for Conferment of Certificate by students in their final semester	10 weeks	3 – 12	26 July – 1 October 2020	27 July – 2 October 2020
10	Updating of course registration records by faculty	2 days	3	26 – 27 July 2020	27 – 28 July 2020
11	Coordination to final examination schedule preparation	2 days	5	9 – 10 August 2020	10 – 11 August 2020
12	Mid-Semester Break Semester II, Session 2020/2021	1 week	9	6 – 12 September 2020	7 – 13 September 2020
<b>13</b>	<b>Lecture Semester II, Session 2020/2021 (First Half)</b>	<b>8 weeks</b>	<b>10 – 17 Semester III, 2020/2021</b>	<b>13 September – 5 November 2020</b>	<b>14 September – 6 November 2020</b>
14	Closing date and time for students in their final semester to submit Application for Conferment of Certificate	–	11	1 October 2020	2 October 2020
15	Submission of Application for Conferment of Certificate by students in their final semester (with penalty)	2 weeks	13 – 14	4 – 15 October 2020	5 – 16 October 2020
16	Examination Schedule released	1 week	16	25 – 29 October 2020	26 – 30 October 2020
17	Meeting and Workshop for final examination	1 week	17	1 – 5 November 2020	2 – 6 November 2020
18	Printing of examination slips by students	3 weeks	17 – 19	2 – 19 November 2020	3 – 20 November 2020
19	*Revision Period Semester I, Session 2020/2021	3 days	18	8 – 12 November 2020	9 – 13 November 2020
20	Final Examination Semester I, Session 2020/2021	1 week	19	15 – 19 November 2020	15 – 19 November 2020
21	Grade List to be made available on Web	2 weeks	19 – 20	15 – 26 November 2020	15 – 26 November 2020
22	Submission of appeal on course examination results by students	8 days	20 – 21	18 – 29 November 2020	22 – 29 November 2020
23	Submission of application for special examination by students	10 days	19 – 21	22 – 30 November 2020	22 – 30 November 2020
24	*Mesyuarat Jawatankuasa Akademik SPACE	1 day		3 December 2020	3 December 2020
25	*Mesyuarat Jawatankuasa Tetap Senat Peperiksaan dan Pengijazahan	1 day		15 December 2020	15 December 2020
25	*Senate Meeting	1 day		30 December	30 December
<b>26</b>	<b>Semester III, Session 2020/2021</b>	<b>21 weeks</b>	<b>1 – 21 Semester III, 2020/2021</b>	<b>6 December 2020 – 29 April 2021</b>	<b>7 December 2020 – 30 April 2021</b>
27	*Faculty conduct Special Examinations	3 days	1	8 – 10 December 2020	8 – 10 December 2020
28	*Announcement of special examination results by faculty	2 days		13 – 14 December 2020	13 – 14 December 2020
29	*Mesyuarat Jawatankuasa Tetap Senat Peperiksaan dan Pengijazahan/Keputusan Peperiksaan Khas	1 day			
30	*Special Examination Result Slips issued for distribution to students	1 day			
31	*Senate Meeting	1 day			

\* Subject to change.