



**WORK SCHEDULE FOR COURSE REGISTRATION, CONFIRMATION FOR AWARD DEGREE AND EXAMINATION
FOR BACHELOR DEGREE PROGRAMME (FULL TIME)
SEMESTER II, 2023/2024 SESSION**

**STUDENT
REFERENCE**

NO.	ACTIVITY	DURATION	WEEK	DATE		NOTES	Unit Responsible
				JOHOR BAHRU CAMPUS	KUALA LUMPUR CAMPUS		
1	Special Course Registration Semester II, 2023/2024 Session	2 days before commencement of Semester II, 2023/2024 Session	-	13 - 14 March 2024	14 - 15 March 2024	Registration through Student Portal https://my.utm.my	Faculty
2	Lectures Semester II (Part 1)	7 weeks	1 - 7	17 March - 4 May 2024	18 March - 5 May 2024	<p>23 March 2024 Sultan Johor's Birthday (JB only)</p> <p>28 March 2024 Nuzul Quran (KL only)</p> <p>10 - 11 April 2024 Eid ul Fitri*</p> <p>1 May 2024 Labour Day</p>	Faculty
3	Application for credit transfer by new students (Semester II, 2023/2024 Session intake)	2 weeks	1 - 2	17 - 28 March 2024	18 - 29 March 2024	Application through Student Portal https://my.utm.my	
4	Amendments to course registration by students	2 weeks	2 - 3	24 March - 4 April 2024	25 March - 5 April 2024	Application through Student Portal https://my.utm.my "Amendment" means to register additional course or to delete course or to change section which has been registered before. Student who do not register any course will not be allowed to do any amendment.	Faculty
<p>Late registration or amendments to course registration will not be accepted except for valid reasons accepted by the Faculty. A penalty of RM100.00 for each course will be imposed for course registration after the deadline.</p>							
5	Submission of Confirmation for Award of Degree by students in their final semester	Start from 2nd Week of Semester II, 2023/2024	2 - 12	24 March - 8 June 2024	25 March - 9 June 2024	Submission through Student Portal	Faculty

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6	Course Withdrawal by students	5 weeks	4 – 8	7 April - 9 May 2024	8 April - 10 May 2024	Please be advised that should a student choose to withdraw from a course after the deadline for the Course Registration Amendment Period, the student remains obligated to pay for the withdrawn course	Faculty
7	Mid-Semester Break Semester II, 2023/2024 Session	1 weeks	8	5 - 11 May 2024	6 - 12 May 2024		
8	The date of the restriction process due to debt by the Bursary		9	12 May 2024	13 May 2024		Bursary
9	Lectures Semester II (Part 2)	7 weeks	9-15	12 May - 27 June 2024	13 May - 28 June 2024	<p>23 May 2024 Wesak Day</p> <p>30 & 31 May 2024 Keamatan Festival (Sabah & Sarawak only)</p> <p>1 & 2 June 2024 Gawai Day (Sarawak Only)</p> <p>17 June 2024 Eid ul Adha*</p>	Faculty
10	Faculties update records on Course Withdrawal	2 days	9	15 -16 May 2024	16 -17 May 2024		Faculty
11	Students are needed to print out Course Registrations Slip for Examination purposes	3 weeks	10 - 12	19 May - 6 June 2024	20 May - 7 June 2024	Compulsory for Examination purposes.	Faculty
12	Examination Schedule released		12	6 June 2024	7 June 2024	4 weeks before beginning of final semester examination (subject to changes by the faculties)	Faculty
13	Courses Registration for Semester I, 2024/2025 Session	2 weeks	14 - 15	16 - 27 June 2024	17 - 28 June 2024	Registration through Student Portal https://my.utm.my	
14	Study Week	1 weeks	16	30 June - 6 July 2024	1 - 7 July 2024	7 July 2024 Awal Muharram (Johor only)	

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15	Final Examinations Semester II, Session 2023/2024	3 weeks	17 – 19	7 - 27 July 2024	7 - 28 July 2024		Faculty
16	Duration for student to check the grade course result and appeal (if applicable)	31 days	17 -21	9 July - 5 August 2024*		Registration through Student Portal https://my.utm.my	
17	Semester Break for Semester II, 2023/2024 Session	10 weeks		28 July - 3 October 2024	29 July - 4 October 2024		

*Subject to any changes

Prepared by:

Academic Management & Conferment Section (AMaCS)

Academic Management Division (AMD)

Department of the Registrar, UTM

Official website: <https://amd.utm.my/amacs/>

Date : 31 March 2024