

**WORK SCHEDULE FOR COURSE REGISTRATION, EXAMINATION & CONFERMENT
FOUNDATION PROGRAMME UNIVERSITI TEKNOLOGI MALAYSIA
SEMESTER I, SESSION 2024/2025**



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

School of
Professional and
Continuing
Education
(SPACE)

BIL	ACTIVITY	DURATION	WEEK	DATE	
				UTM JB	UTM KL
1	Course Offerings	2 days	-	15 – 16 July 2024	
2	New Students Registration Day	1 day	-	18 July 2024	
3	Course Registration	1 week	-	21 – 27 July 2024	
4	Lecture Semester I, Session 2024/2025 (First Half)	9 weeks	1 – 9 Semester I, 2024/2025	28 July – 26 September 2024	29 July – 27 September 2024
5	Manual Amendments to course registration by students (no penalty)	1 week	1	28 July – 1 August 2024	29 July – 2 August 2024
6	Manual Amendments to course registration by students (with penalty)	1 week	2	4 – 8 August 2024	5 – 9 August 2024
7	Course Withdrawal by students	5 weeks	1 - 5	28 July – 29 August 2024	29 July – 30 August 2024
8	Faculty updates record on Course Withdrawal	2 days	6	1 – 2 September 2024	2 – 3 September 2024
9	Submission of Application for Conferment of Certificate by students in their final semester	10 weeks	8 – 17	15 September – 23 November 2024	
10	Mid-Semester Break Semester I, Session 2024/2025	1 week	10	29 September – 3 Oktober 2024	30 September – 4 Oktober 2024
11	Lecture Semester I, Session 2024/2025 (Second Half)	9 weeks	11 – 19 Semester I, 2024/2025	6 October – 5 December 2024	7 October – 6 December 2024
12	Examination Schedule released	1 week	16	10 – 14 November 2024	
13	*Revision Period Semester I, Session 2024/2025	1 week	20	8 – 12 December 2024	9 – 13 December 2024
14	*Final Examination Semester I, Session 2024/2025	4 days	21 – 22	15 – 26 December 2024	
15	Submission of appeal on course examination results by student	2 weeks		17 December 2024 – 4 January 2025	
16	Submission of application for special examination by students	1 week		17 December 2024 – 11 January 2025	
17	*Mesyuarat Jawatankuasa Akademik SPACE	1 day		16 January 2025	
18	Semester II, Session 2024/2025	21 weeks	1 – 21 Semester II, 2024/2025	19 January 2025 – 24 July 2025	20 January 2025 – 25 July 2025
19	*Faculty conducts Special Examinations	2 days	1	21 – 22 January 2025	
20	*Mesyuarat Jawatankuasa Akademik SPACE (Special Examination Results Presentation)	1 day		February 2025	
21	*Mesyuarat Jawatankuasa Tetap Senat Peperiksaan dan Pengijazahan	1 day		February 2025	
22	*Senate Meeting	1 day		February 2025	

* Subject to change.

Prepared by:
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