BRIEFING FOR ACADEMIC & REGISTRATION GUIDELINE
FOR BRIDGING PROGRAMME

SEMESTER I SESSION 2024/2025

29 September 2024 2.30 PM

by Dr Noor Asma Husain

Head of Department, UTM-IDP Programme
Centre for Degree and Foundation Studies, SPACE UTM

inovatif ● entrepreneurial ● global

Content

inovatif ● entrepreneurial ● global

BRIDGING PROGRAMME PATHWAY

UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Direct (A-Level/Foundation)

You are Here

INTERNATIONAL STUDENT (MAINSTREAM & UTMIDP)
Meet Entry Requirement & Pass English Test

BRIDGING PROGRAMME (Max : 2 Sem)

CGPA ≥ 2.00 AND ALL ≥ D+

Yes

No

UTM BACHELOR DEGREE PROGRAMME

Bridging Exemption Test (BET)

Optional

No

(ALL ≥ 65%)

Yes

inovatif • entrepreneurial • global

UTM
UNIVERSITI TEKNOLOGI MALAYSIA
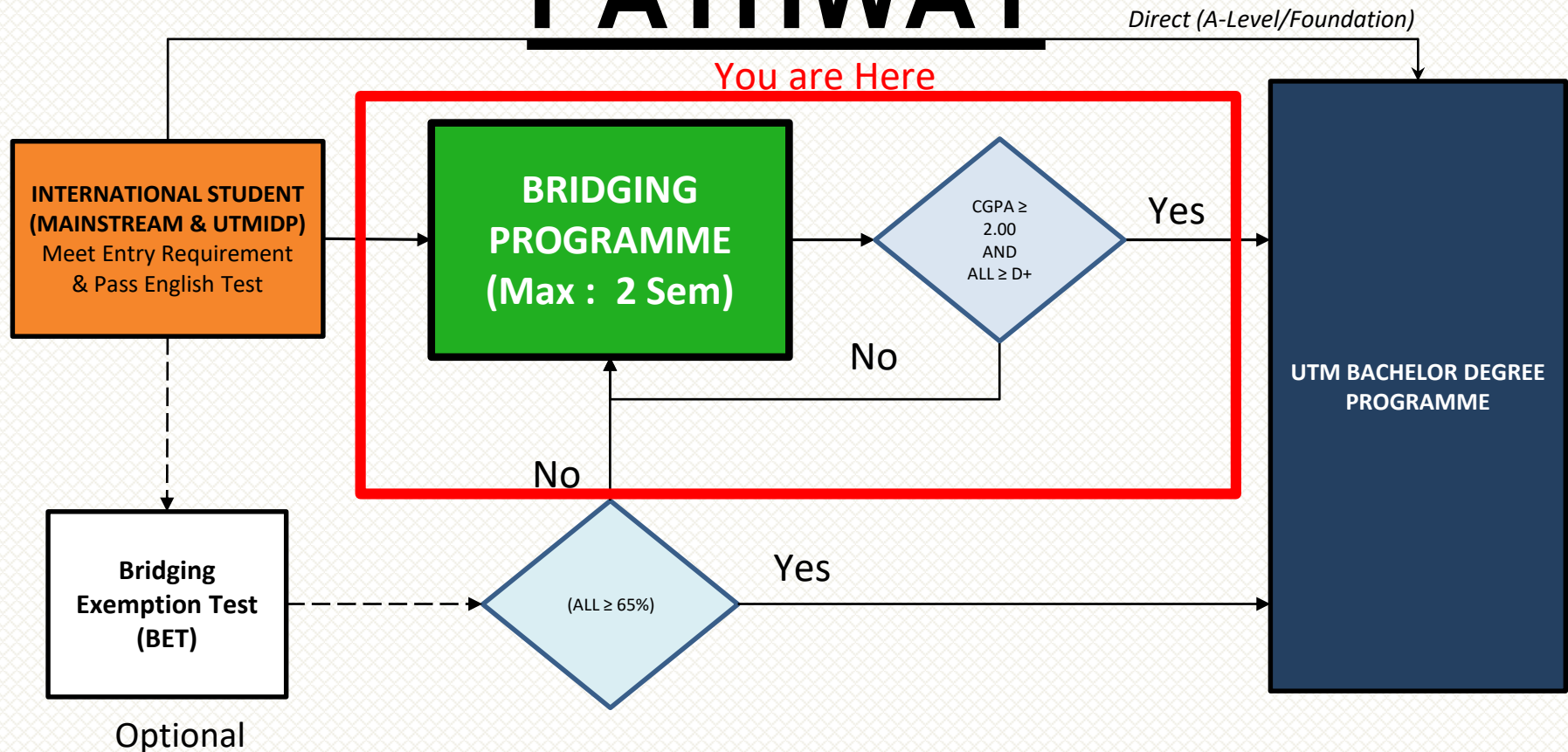
Bridging Programme — Important Dates

Semester 1, Session 2024/2025

Bridging Exemption Test (BET)

SESSION 1

Registration	18 Sept – 22 Sept 2024
Test Session	24 – 26 Sept 2024
Result Announcement	30 Sept 2024

SESSION 2

Registration	30 Sept – 3 Oct 2024
Test Session	7 – 9 Oct 2024
Result Announcement	13 Oct 2024

Registration Kit for BET & Course Registration

Bridging Programme (Course Registration)

1. **Academic Briefing (Online)**
   (Find the Webex link in the Registration kit) — 29 Sept 2024, 2.30 pm (Malaysia time)

2. **Pre Course Registration** — 29 Sept – 5 Oct 2024

3. **Course Registration** — 6 – 24 Oct 2024

Important notice:
New students are not allowed to register after the compulsory course registration period ends and must apply for deferment of study for Semester 1, Session 2024/2025

Contact Us:
✉ bridging@utmspace.edu.my
🌐 https://space.utm.my/utmidp/bridging-programme/
📱 +60197562148

Centre for Degree and Foundation Studies, SPACE UTM

*all registrations are ONLINE

BRIDGING EXEMPTION TEST (BET)

- Bridging Exemption Test (BET) is a module test provided only for **NEW** students, constructed based on the content lectures of the Bridging Programme. BET is optional and NOT COMPULSORY for students to take.

- Students who opt to take the BET and pass can skip or be **EXEMPTED** from the Bridging Programme and can register for the degree programme this semester.

- The passing mark is **65 out of 100** for each module. This means that candidates must achieve a minimum score of 65% for all modules.

- If candidates pass all the modules, they can skip the Bridging Programme and enroll into their bachelor's degree programme at their respective faculty.

- If candidates do not meet the minimum score in the first session, they can re-sit for the failed module/s in the second session.

- Candidates who choose to register in the second session and do not meet the minimum score are not allowed to re-sit for the test. Candidates must proceed to the Bridging Programme

- The Registration Fee: **RM500 (FIVE HUNDRED MALAYSIAN RINGGIT)**.
- For more information, kindly visit BET PORTAL

inovatif ● entrepreneurial ● global

BRIDGING PROGRAMME

The Bridging Programme is for international undergraduates offered in full-time mode, with **A MAXIMUM OF TWO SEMESTERS**. The programme aims to prepare students with a sound basis for progression into the undergraduate degree programmes at UTM by ensuring that they possess the necessary knowledge, values, skills, and competencies.

Students are **required to pass the Bridging Programme** before they can register into respective faculties for the Degree Programme.

The objectives of this programme are as follows :

• To facilitate international students' enrollment into the Undergraduate programmes at the various faculties in UTM.

• To ensure sufficient knowledge of the fundamentals in preparation for the Undergraduate Programme in Engineering, Science, Computing, Social Science and Built Environment.

inovatif ● entrepreneurial ● global

Bridging Programme - DURATION

Activities	Week
LECTURE WEEK (First Half)	7 weeks
Mid Semester Break	1 week
LECTURE WEEK (Second Half)	7 weeks
Revision Week	1 week
Final Exam Week	1 week
TOTAL	**17 WEEKS**

- The programme is offered in **FULL-TIME** mode
- With a maximum of two semesters.
- Location: UTM Johor Bahru

Notes: Change of the offered programme while undergoing the Bridging programme is not allowed. Students who plan to change their programme of study may only do so upon entering their first semester of the offered programme in the faculty

inovatif ● entrepreneurial ● global

Academic Calendar Session 2024/2025-1

	SEMESTER I, SESSION 2024/2025 6 October 2024 - 15 March 2025 (UTM JB) (23 weeks)	
6 October - 23 November 2024	Lecture Semester I First Half (7 weeks)	Deepavali - **31 October 2024 (Thursday)**
24 - 30 November 2024	Mid-Semester Break for Semester I (1 week)	
1 December 2024 - 18 January 2025	Lecture Semester I Second Half (7 weeks)	Christmas Day - **25 December 2024 (Wednesday)**
19 - 25 January 2025	Revision Period for Semester I (1 week)	
26 - 28 January 2025	Final Examination for Semester I (1 week)	Chinese New Year - **29 - 30 January 2025 (Wednesday & Thursday)**
2 February - 15 March 2025	Final Break for Semester I (6 weeks)	Thaipusam - **11 February 2025 (Tuesday)** Awal Ramadhan - **1 March 2025 (Saturday)**

Lecture week will begin on **6 OCTOBER 2024**. Please refer to the class schedule in the Student Portal

inovatif ● entrepreneurial ● global

BRIDGING PROGRAMME
LIST OF COURSES

Course Code	Course Names	Credits
BSPM 0014	Mathematics	4
BSPM 0024	Basic Mathematics	4
BSPG 0014	Biology	4
BSPC 0014	Chemistry	4
BSPP 0014	Physics	4
BSPT 0014	Information and Communication Technology (ICT)	4
BSPT 0024	Fundamentals of Programming	4
BSPE 0014	Economics	4
BSPB 0014	Introduction to Business	4

Students are required to register for **THREE (3)** courses (total of 12 credits) according to their degree programme's clusters

inovatif ● entrepreneurial ● global

BRIDGING CLUSTER

CLUSTERS	COURSE CODE	COURSE NAME
ENGINEERING AND SCIENCE • Civil • Electrical & Biomedical • Chemical & Energy • Mechanical • Science	BSPM0014 BSPP0014 BSPC0014 OR BSPG0014 OR BSPT0024	Mathematics Physic Chemistry OR Biology OR Fundamentals of Programming
COMPUTING • Software Engineering • Network and Security • Graphic and Multimedia Software • Artificial Intelligence	BSPM0014 BSPT0014 BSPT0024	Mathematics Information & Communication Technology Fundamentals of Programming
SOCIAL SCIENCE • Management • Accounting • Human Resources • Education (TESL)	BSPM0024 BSPE0014 BSPB0014	Basic Mathematics Economics Introduction to Business
BUILT ENVIRONMENT • Architecture and Landscape • Real Estate • Land and Quantity Surveying • Urban and Regional Planning • Geoinformation • Industrial Design	BSPM0024 BSPT0014 BSPE0014 OR BSPG0014 OR BSPP0014	Basic Mathematics Information & Communication Technology Economics OR Biology OR Physics

inovatif ● entrepreneurial ● global

LIST COURSES BY DEGREE PROGRAMME

CLUSTER	DEGREE PROGRAMME		COURSE 1	COURSE 2	COURSE 3
ENGINEERING & SCIENCE	**E1**	Electrical Engineering	MATHEMATICS	PHYSICS	CHEMISTRY
		Electronic Engineering			
		Electrical (Mechatronics) Engineering			
		Chemical Engineering			
		Chemical Engineering (Gas)			
		Chemical Process Engineering			
		Nuclear Engineering			
		Petroleum Engineering			
	E2	Civil Engineering	MATHEMATICS	PHYSICS	FUNDAMENTALS OF PROGRAMMING
		Electronic System Engineering			
		Engineering (Naval Architecture and Offshore Engineering)			
		Mechanical Engineering			
		Mechanical Engineering (Aeronautics)			
		Mechanical Engineering (Manufacturing)			
		Mechanical Precision Engineering			
		Science (Physics)			
		Science (Industrial Physics)			
		Science (Mathematics)			
		Science (Industrial Mathematics)			

LIST COURSES BY DEGREE PROGRAMME

	E3	Biomedical Engineering	MATHEMATICS	PHYSICS	BIOLOGY
	E4	Science (Chemistry) Science (Industrial Chemistry) Science in Biotechnology Science Biology	MATHEMATICS	CHEMISTRY	BIOLOGY
	E5	Chemical Engineering (Bioprocess)	MATHEMATICS	CHEMISTRY	FUNDAMENTALS OF PROGRAMMING
COMPUTING	C1	Artificial Intelligence Computer Science (Graphics and Multimedia Software) Computer Science (Network and Security) Software Engineering	MATHEMATICS	INFORMATION AND COMMUNICATION TECHNOLOGY	FUNDAMENTALS OF PROGRAMMING
SOCIAL SCIENCE	B1	Accounting Business Administration (International Business) Education (Teaching English as a Second Language) General Studies Management (Marketing) Management (Technology) Psychology with Human Resource Development Science (Human Resource Development)	BASIC MATHEMATICS	INTRODUCTION TO BUSINESS	ECONOMICS

LIST COURSES BY DEGREE PROGRAMME

BUILT ENVIRONMENT					
	L1	Quantity Surveying	BASIC MATHEMATICS	INFORMATION AND COMMUNICATION TECHNOLOGY	ECONOMICS
		Real Estate			
		Science Geoinformatics			
		Science in Architecture			
		Science in Construction			
		Science Land Administration and Development			
		Science (Industrial Design)			
		Urban and Regional Planning			
	L2	Geomatics Engineering	BASIC MATHEMATICS	INFORMATION AND COMMUNICATION TECHNOLOGY	PHYSICS
	L3	Landscape Architecture	BASIC MATHEMATICS	INFORMATION AND COMMUNICATION TECHNOLOGY	BIOLOGY

inovatif ● entrepreneurial ● global

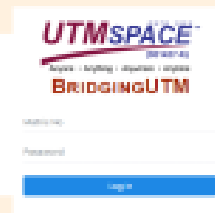# BET/COURSE REGISTRATION GUIDELINE

1 Ensure to register as a student with the Student Recruitment & Admission Department (SRAD) to obtain your Matric Number (e.g: T23xxxxxx)

2 Go to the website **bridging.utmspace.edu.my** within 24 hours of registration (working days).

3 Log in using
Username: **Matric Number**
Password: **Matric Number**

UTMSPACE
BridgingUTM

4 Update student's particular details and upload English result slip (**Compulsory**).

Notes: For students who are EXEMPTED from the UTM English Language Requirements, you may upload the Offer Letter

5 Choose '**Register BET**' to proceed with BET Registration (Step A) OR '**Register**' to proceed with Course Registration (Step B)
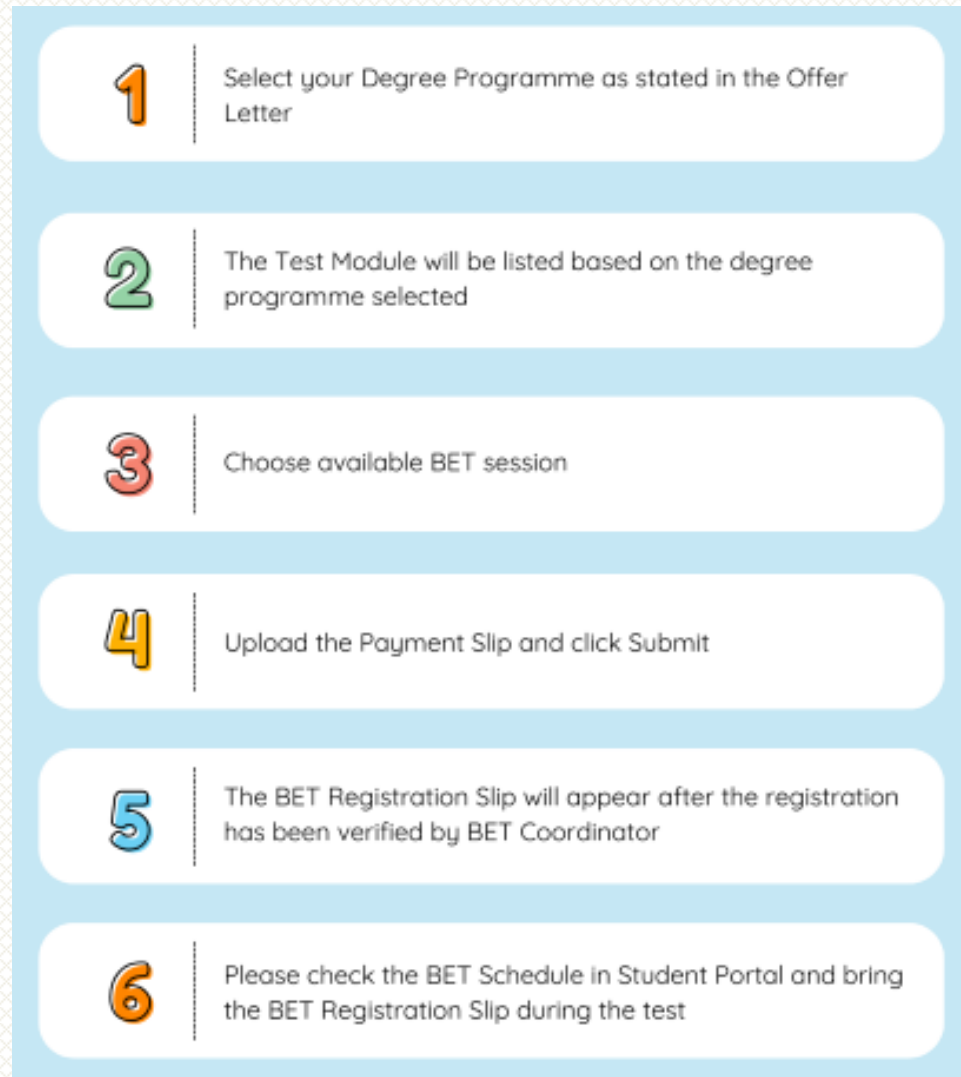
Register   Register B.E.T.

*BET is only for new students and OPTIONAL

For repeating students, click on this button to register :

Register for New Semester

inovatif ● entrepreneurial ● global

STEP A: BET REGISTRATION FLOW

1   Select your Degree Programme as stated in the Offer Letter

2   The Test Module will be listed based on the degree programme selected

3   Choose available BET session

4   Upload the Payment Slip and click Submit

5   The BET Registration Slip will appear after the registration has been verified by BET Coordinator

6   Please check the BET Schedule in Student Portal and bring the BET Registration Slip during the test

STEP B: COURSE REGISTRATION FLOW

1 Select your Degree Programme as stated in the Offer Letter

2 For new students, choose **THREE (3)** courses that should be taken based on the degree programme offered.

3 For repeating students, **ONLY** choose the courses to be repeated.

4 Choose available Section

5 Upload the Offer Letter and click Submit

6 The Course Registration Slip will appear after the registration has been **VERIFIED** by Academic Advisor

7 Please check the Class Schedule in Student Portal
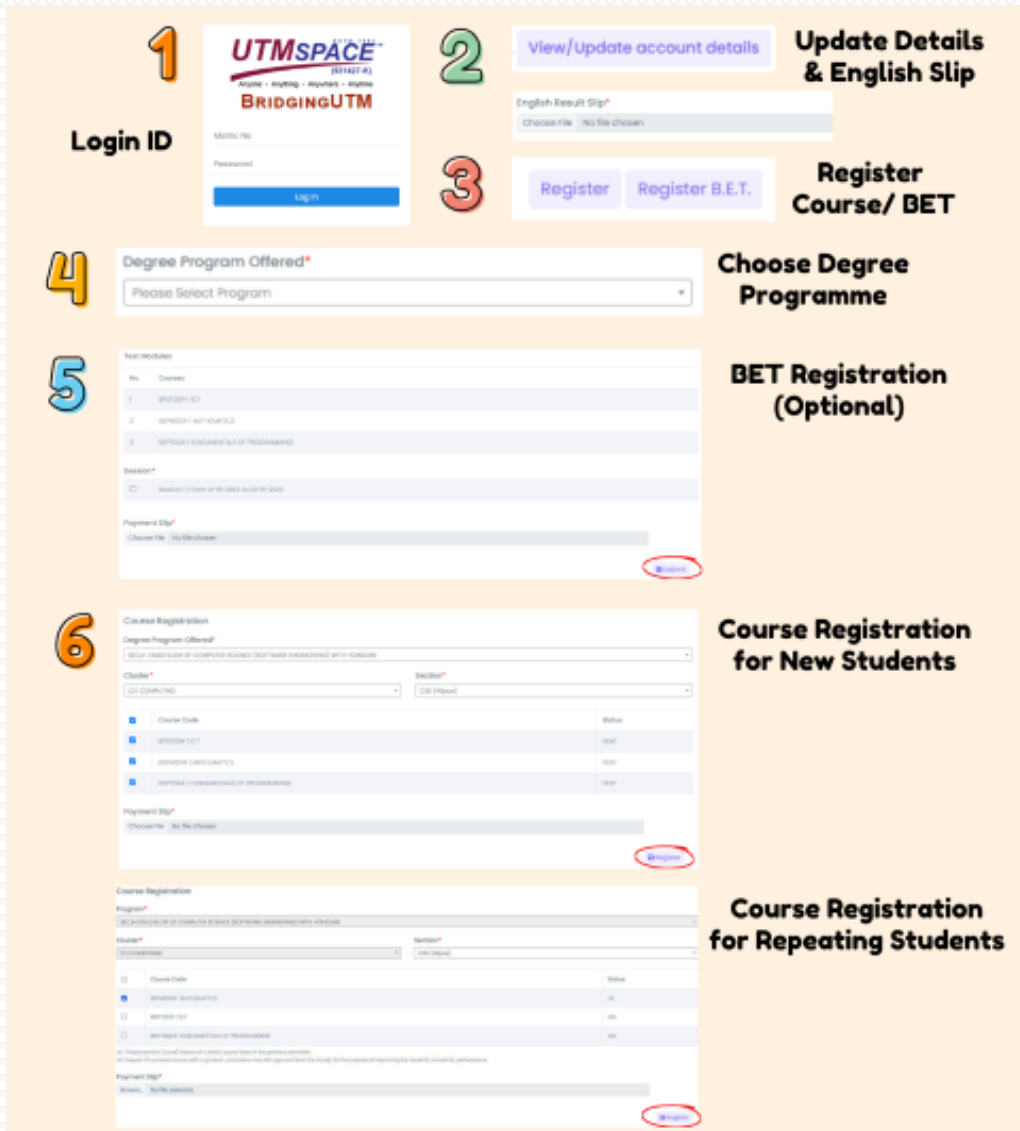
For repeating students, do register:

- the failed course with grade D and below (UK) (**COMPULSORY**) and
- the passed course with grade B- and below (UG) – **(OPTIONAL)**

(**Kindly refer to the respective Academic Advisor**).

UK-ulang kursus/repeat course
UG-ulang gred/repeat grade

inovatif ● entrepreneurial ● global

REGISTRATION FLOW

*Important

- For repeating students, click on this button to register :

  Register for New Semester
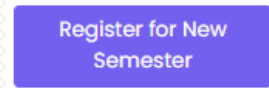
- All students please ensure that the initial course code is begin with '**BSPxxxxx**'

TEACHING AND LEARNING

- All teaching and learning (TnL) activities will be conducted **PHYSICALLY** (face-to-face) including the Final Exam.

- Students must attend all forms of scheduled face-to-face learning activities. If students do not attend these activities, they will have to inform their lecturers immediately and provide reasons for their absence.

- Student **MUST ATTEND NOT LESS THAN 80%** of lecture hours required for the course.

- Students who attend less than 80% of the total scheduled contact hours of a course in a semester without any reason acceptable to the University, are not allowed to attend all subsequent forms of scheduled face-to-face learning activities and sit for any form of assessment. **ZERO (0) mark** will be awarded for the said courses.

- The student should adhere to the rules of attendance as stated in the University Academic Regulation.

CLASSROOM & COMPUTER LAB LOCATION
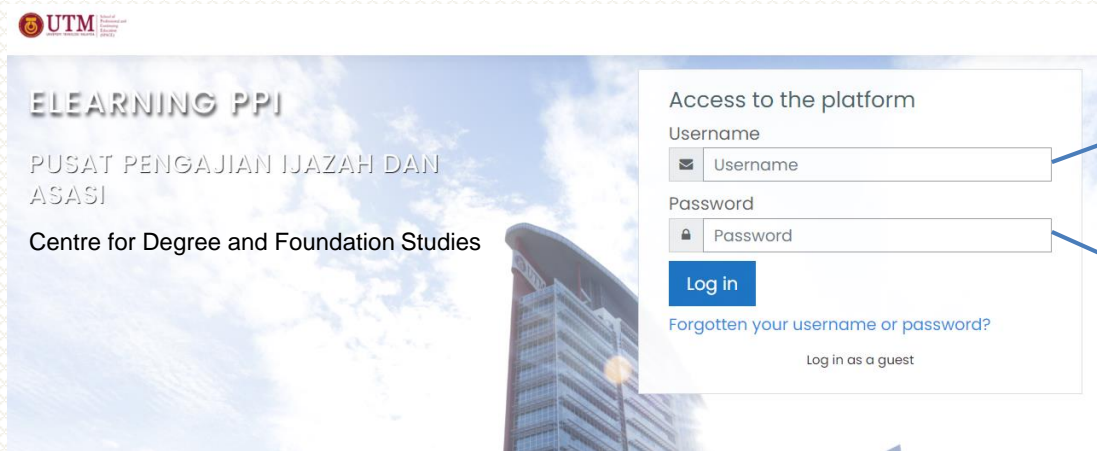

COMP LAB /CLASSROOM T05, SPACE UTM

CLASSROOM T06, SPACE UTM

[Click Maps to T05](#)

[Click Maps to T06](#)

Let's get a quick [tour](#)

Learning Management System (LMS)

ELearning - https://elearnppi.utmspace.edu.my/

Username: [Matric Num]
e.g.: T23xxxxxx

Password: [ISID Num]
e.g.: 202309xxxxxx

A platform to support the learning process and educational content delivery. You can access the eLearning starting the **SECOND WEEK** of study.

eLearning Manual Guideline for Students
eLearning Video Briefing

inovatif ● entrepreneurial ● global

GRADING SCHEME

The Relationship between Marks and Grades

Marks	Grade	Pointer
90 - 100	A+	4.00
80 - 89	A	4.00
75 - 79	A-	3.67
70 - 74	B+	3.33
65 - 69	B	3.00
60 - 64	B-	2.67
55 - 59	C+	2.33
50 - 54	C	2.00
45 - 49	C-	1.67
40 - 44	D+	1.33
35 - 39	D	1.00
30 - 34	D-	0.67
00 - 29	E	0

PASS (40 - 100)

FAIL (00 - 39)

- The marks include assessments (tests, quizzes, assignments, projects and final examinations) throughout the semester.
- **Pass every course with minimum grade D+ AND average grade CGPA 2.00**
- Students who fail are allowed to repeat for maximum two semester
- The result will not be carried forward to the faculty

*Please refer to the **Handbook of Academic Guideline for Bridging Programme** for the CGPA calculation

*An explanation of the grading scheme will be briefed by the respective Academic Advisor.

inovatif ● entrepreneurial ● global
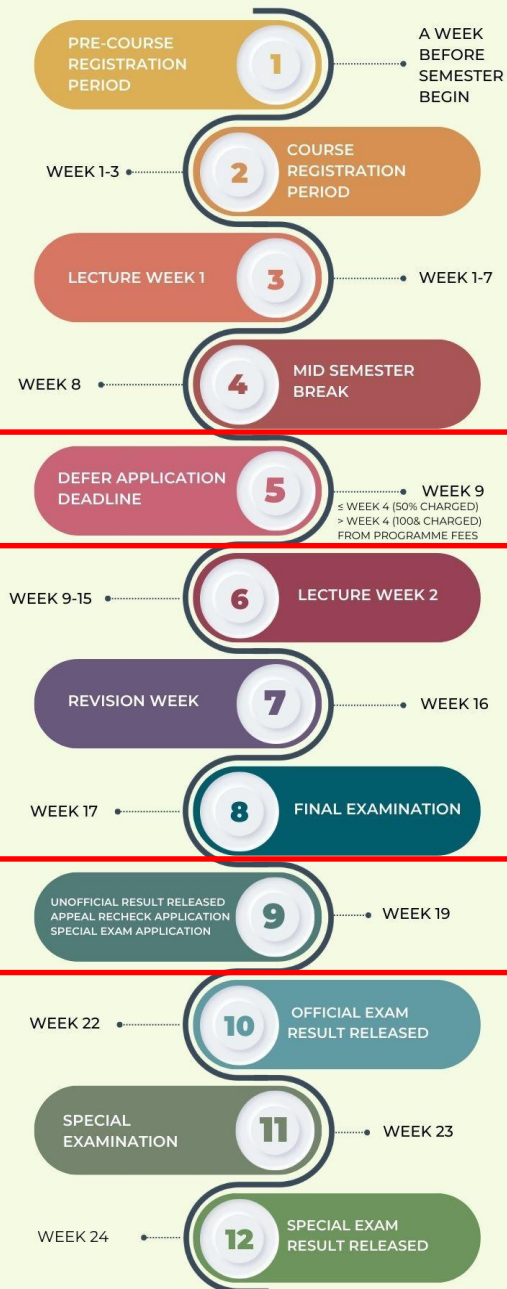
ACADEMIC ADVISING

- An Academic Advisor will be assigned to the students throughout their Bridging Programme study period.

- The roles of Academic Advisors are to provide guidance and advice to the students on academic matters. They are also responsible for verifying the course registration of the students to ensure students register for the correct courses.

- Students may refer to the respective Academic Advisor for guidance and advice related to academic and disciplinary matters in order to improve their overall academic performance and personal well-being throughout their studies

ACACADEMIC ADVISOR (NEW STUDENT)

SECTION	ACADEMIC ADVISOR	EMAIL
E1S1	SITI ZHAFIRAH BINTI ZAINAL	zhafirah@utmspace.edu.my
E1S2	DR SITI MUNIRA BINTI JAMIL	sitimunira@utmspace.edu.my
E1S3	SITI MUSLEHA BINTI AB MUTALIB	sitimusleha@utmspace.edu.my
E2S1	SITI MUSLEHA BINTI AB MUTALIB	sitimusleha@utmspace.edu.my
E2S2	NURUL IZZATY BINTI MOHD. YUNUS	izzaty@utmspace.edu.my
E3S1	NURUL IZZATY BINTI MOHD. YUNUS	izzaty@utmspace.edu.my
E4S1	NURUL IZZATY BINTI MOHD. YUNUS	izzaty@utmspace.edu.my
C1S1	DR NOOR ASMA BINTI HUSAIN	asma@utmspace.edu.my
C1S2	DR NOOR ASMA BINTI HUSAIN	asma@utmspace.edu.my
C1S3	DR HUMAIRA BINTI HAIRUDIN	humaira@utmspace.edu.my
C1S4	NOOR HAYATI BINTI MOHD ZAIN	noorhayati@utmspace.edu.my
B1S1	SABRUN JAMIL SAKIP	sabrun@utmspace.edu.my
B1S2	SABRUN JAMIL SAKIP	sabrun@utmspace.edu.my
B1S3	NURHAZIRAH MOHD BAKHRI	hazirah@utmspace.edu.my
L1S1	-	

inovatif ● entrepreneurial ● global

ACADEMIC ADVISOR (REPEAT STUDENT)

ACADEMIC ADVISOR
Repeat Students
SABRUN JAMIL BIN SAKIP sabrun@utmspace.edu.my
DR SITI MUNIRA BINTI JAMIL sitimunira@utmspace.edu.my
NUR AZREEN BINTI SAIDON nurazreen@utmspace.edu.my
DR NOOR ASMA HUSAIN asma@utmspace.edu.my
NUR HAZIRAH MOHD BAHKRI hazirah@utmspace.edu.my
SITI ZHAFIRAH ZAINAL zhafirah@utmspace.edu.my

BRIDGING PROCESS

Please refer to WORK SCHEDULE FOR STUDENT REFERENCE for more details.

Process Flow (left panel)

BRIDGING PROGRAMME
PROCESS FLOW

1. PRE-COURSE REGISTRATION PERIOD — A WEEK BEFORE SEMESTER BEGIN
2. COURSE REGISTRATION PERIOD — WEEK 1-3
3. LECTURE WEEK 1 — WEEK 1-7
4. MID SEMESTER BREAK — WEEK 8
5. DEFER APPLICATION DEADLINE — WEEK 9
   ≤ WEEK 4 (50% CHARGED)
   > WEEK 4 (100& CHARGED) FROM PROGRAMME FEES
6. LECTURE WEEK 2 — WEEK 9-15
7. REVISION WEEK — WEEK 16
8. FINAL EXAMINATION — WEEK 17
9. UNOFFICIAL RESULT RELEASED / APPEAL RECHECK APPLICATION / SPECIAL EXAM APPLICATION — WEEK 19
10. OFFICIAL EXAM RESULT RELEASED — WEEK 22
11. SPECIAL EXAMINATION — WEEK 23
12. SPECIAL EXAM RESULT RELEASED — WEEK 24

Deferment

Deferment of study can be made based on the following reasons:
- a) Health reasons,
- b) Personal reasons,
- c) State of emergency,
- d) National interest, or
- e) Other reasons approved by the SPACE academic committee.

Grade Appeal

Students may only apply for a course grade appeal after they have reviewed and discussed the answer scripts with the respective lecturers within the set appeal period after the end of the final examination week.

Special Examination

Special Examination can be held for the
- students who are unable to sit for the final examination because of illness certified by a medical officer from the University or government hospital or
- students who have passed with Good Status (KB) (**pointer 2.00 and above**) but failed in ONE (1) of the courses taken during the last TWO (2) semesters of study.
- and other reasons permitted

Source: UTM Academic Rules & Regulations

inovatif ● entrepreneurial ● global

Other matters

Matters	UTM MAINSTREAM	UTM-IDP
Academic	Respective Academic Advisor	
Visa renewal (supporting document)	UTM International (UTMI), S19 UTM, visa@utm.my For requesting supporting documents: • Attendance Verification Letter • Explanation letter Kindly email us (PPI SPACE) at bridging@utmspace.edu.my	
Financial	Bendahari UTM bendahari@utm.my	Financial Department, T05, UTMSPACE bkw@utmspace.edu.my
Withdraw/ Defer Application	Student Recruitment and Admission Department (SRaD), F54, UTM ugrad@utm.my +60197061748	Student Recruitment and Admission Department (SRaD), T05, UTMSPACE ambilan@utmspace.edu.my +60197252856
Bridging System	Centre for Degree and Foundation Studies bridging@utmspace.edu.my +60197562148	
MyUTM / UTM ID	UTM Digital digitalcare@utm.my | +607-553 2136	
ELearning	Division of Technology Digital UTMSPACE – elearning@utmspace.edu.my	
Accommodation	Unit Residen UTM asrama@utm.my | +607-553 2549	
Counselling	UTM Counselling Centre pkk@utm.my | +607-553 0428	

Contact us

Registration Kit for BET & Course Registration

Centre for Degree and Foundation Studies, SPACE UTM

Level 4, Block T05, Universiti Teknologi Malaysia

81310 Skudai, Johor

📞 **07 – 531 8061 / +6019 756 2148**

✉ **bridging@utmspace.edu.my**

inovatif ● entrepreneurial ● global

REFERENCES LINK

- STUDENT PORTAL
- BRIDGING EXEMPTION TEST
- REGISTRATION KIT & ACADEMIC INFORMATION
- WORK SCHEDULE FOR STUDENT REFERENCE
- HANDBOOK OF ACADEMIC GUIDELINE FOR BRIDGING PROGRAMME (LATEST)
- UTM ACADEMIC RULES & REGULATIONS
    - Latest Malay Version
    - English Version (2018)

THANK YOU

inovatif ● entrepreneurial ● global