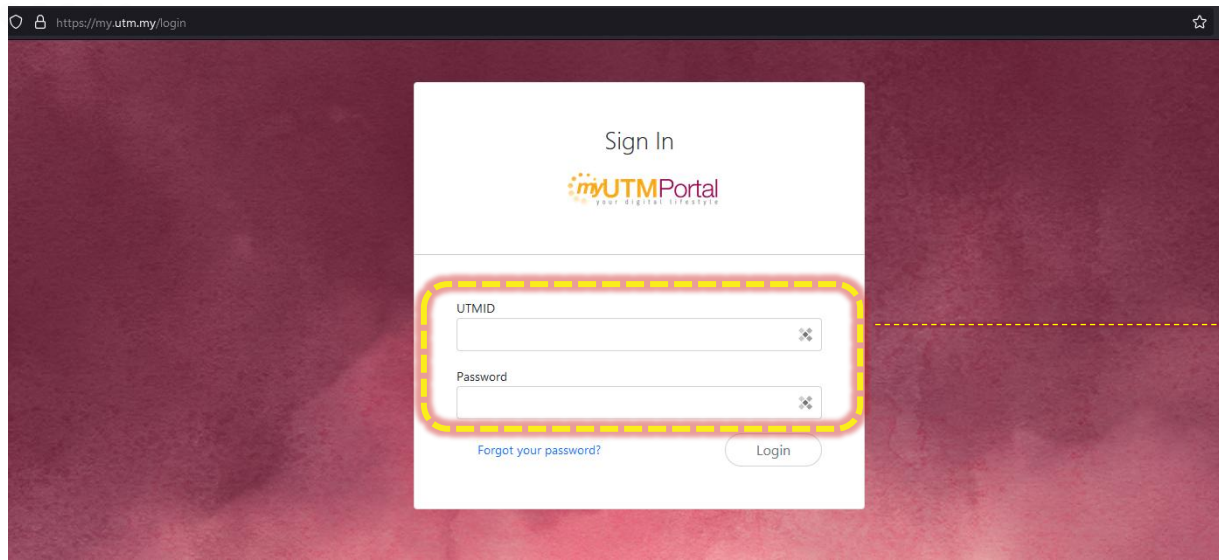




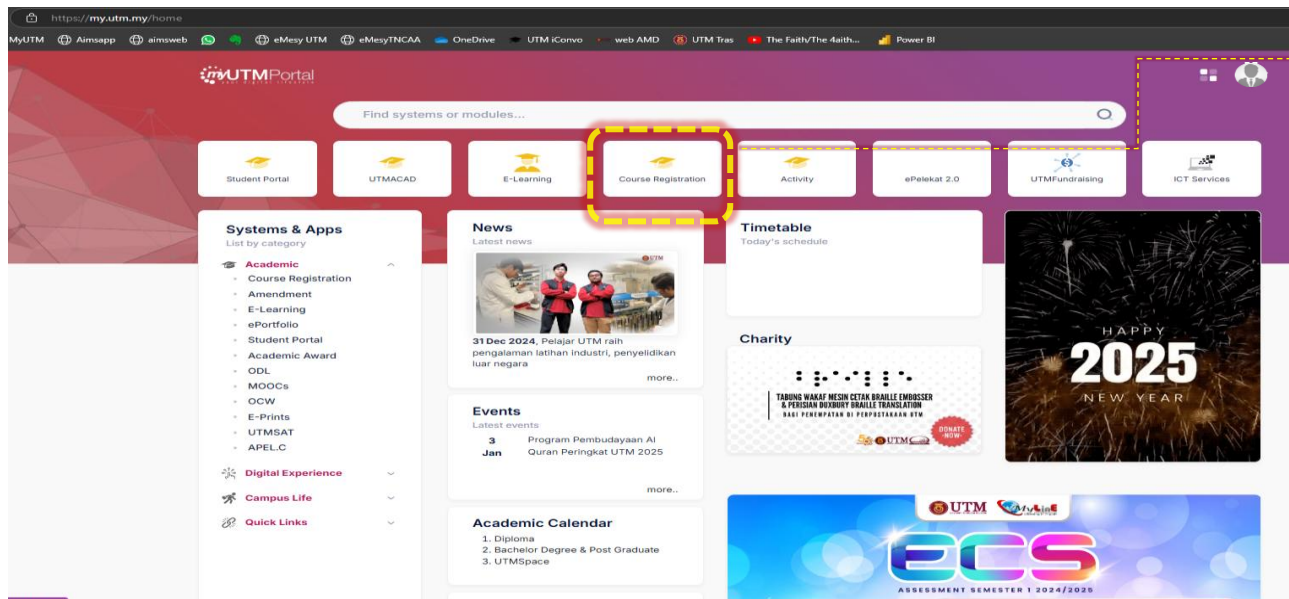
**UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

*Step-by-step*  
**COURSE  
REGISTRATION**

***Bachelor Degree (Fulltime)  
Senior Student***



**1** Login to MyUTM Portal  
(use your UTM ID)



**2** Click Course Registration

### 3 Choose course to register

Course Registration - [NoKP:(] - [Sesisem:202420252]

- Please prioritize to register your **Failed Courses (UK)**
- Registering **Grade Replacement (UG)** courses will result in a charge of RM75/credit

Show 10 entries Search:

#	Course Code	Course Name	Credit	Section	Select Section
<input type="checkbox"/>	SETN4113	NUCLEAR FUEL CYCLE AND WASTE MANAGEMENT	3		<input data-bbox="1867 811 1905 868" type="button" value="+"/>
<input type="checkbox"/>	SETN4483	RADIOGRAPHIC TESTING	3		<input data-bbox="1867 918 1905 975" type="button" value="+"/>
<input type="checkbox"/>	SETN4611	NUCLEAR ENGINEERING PROFESSIONAL PRACTICE	1		<input data-bbox="1867 1025 1905 1082" type="button" value="+"/>

1. By default, the system will list the courses as referred to your curriculum for the upcoming semester.



2. However, if the course you need is not on the list, you can add it manually using the “+Add” button.

3. Please prioritize to register your **Failed Courses (UK)**.

4. If you plan to register for **Grade Replacement (UG)** courses, please note that a fee of RM75 per credit will apply.



## 4 Choose **Section** for the course

Registration Course Offered

Curriculum Information

Course Registration - sem:202420252

+Add +Add UK +Add UG

Show 10 entries Search:

#	Course Code	Course Name	Credit	Section	Select Section
<input type="checkbox"/>	SEMM3931	LABORATORY II	1		<input type="button" value="+"/>
<input type="checkbox"/>	SEMM3941	LABORATORY III	1		<input type="button" value="+"/>

Showing 1 to 2 of 2 entries

Previous 1 Next

Save

**d** Click **Save** to confirm the section and course/s

**a** Click button "+"

**b** Choose Section

Choose Section

Course Code : SBEQ4242  
Course Name : CONSTRUCTION MEASUREMENT (CIVIL ENGINEERING WORKS)

Section	Day/Date	Time	Availability
<input type="radio"/>	01	-	43 / 45
<input type="radio"/>	02	-	43 / 45

Save Cancel

**c** Click **Save**

## 5 Submit your application

### IMPORTANT NOTICE:

- After submission, you can ONLY add course and resubmit within the Course Registration period.
- Dropping course or changing section can only be done during the **Amendment of Course Registration Period**.

	Course Code	Course Name	Credit	Section	Availability	Status	Action
1	SBEA2148	DESIGN 4	8	01	10/15	Draft	 
2	SBEQ4242	CONSTRUCTION MEASUREMENT (CIVIL ENGINEERING WORKS)	2	01	43/45	Draft	 
3	ULRS1182	APPRECIATION OF ETHICS AND CIVILIZATIONS	2	S1	1/35	Draft	 
4	UKQF2082	COMMUNITY & SCIENCE	2	01	3/35	Draft	 





Total credit register : 14

Total credit approve :

Submit

Cancel

Click **Submit**




	Course Code	Course Name	Credit	Section	Availability	Status	Action
1	ULRS1182	APPRECIATION OF ETHICS AND CIVILIZATIONS	2	S1	2/35	Submit	
2	SBEA2148	DESIGN 4	8	01	11/15	Submit	
3	SBEQ4242	CONSTRUCTION MEASUREMENT (CIVIL ENGINEERING WORKS)	2	01	44/45	Submit	
4	UKQF2082	COMMUNITY & SCIENCE	2	01	4/35	Submit	

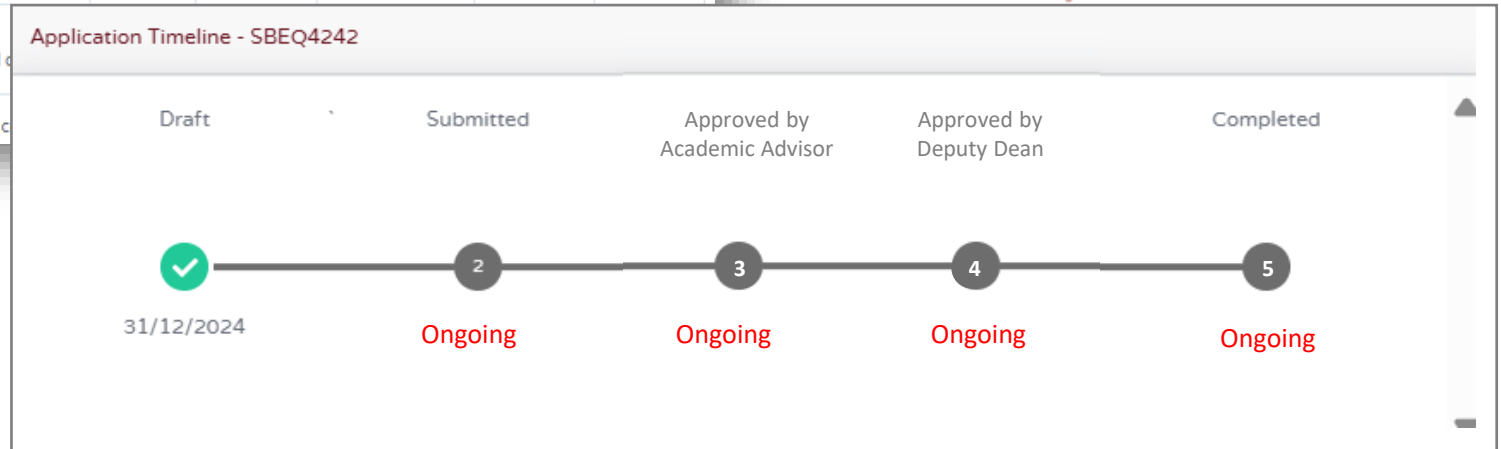
Total credit register : 14

Total credit approve :

After successfully submitted, the status will change from **Draft** to **Submit**

## 6 Check your application progress status

	Course Code	Course Name	Credit	Section	Availability	Status	Action
1	ULRS1182	APPRECIATION OF ETHICS AND CIVILIZATIONS	2	S1	2/35	Submit	
2	SBEA2148	DESIGN 4	8	01	11/15	Submit	
3	SBEQ4242	CONSTRUCTION MEASUREMENT (CIVIL ENGINEERING WORKS)	2	01	44/45	Submit	
4	UKQF2082	COMMUNITY & SCIENCE	2	01	4/35	Submit	



### IMPORTANT NOTICE:

1. Period for Approval by Academic Advisor and Deputy Dean is on Week 16 and Week 17.
2. Student can only print Course Registration Slip after the registration completed.

# CONTACT US

## FACULTY OF CIVIL ENGINEERING (FKA)

Undergraduate [ska-ug@utm.my](mailto:ska-ug@utm.my) | +607-5533072  
Postgraduate +607-5531744

## FACULTY OF ELECTRICAL ENGINEERING (FKE)

Undergraduate [undergraduate-office@fke.utm.my](mailto:undergraduate-office@fke.utm.my) | +607- 5557238  
Postgraduate [postgraduate-office@fke.utm.my](mailto:postgraduate-office@fke.utm.my) | +607- 5557032

## FACULTY OF MECHANICAL ENGINEERING (FKM)

Undergraduate [skm-ug@utm.my](mailto:skm-ug@utm.my) | +607-5557064  
Postgraduate [fkm\\_pg@utm.my](mailto:fkm_pg@utm.my) | +607-5557058

## FACULTY OF CHEMICAL & ENERGY ENGINEERING (FKT)

Undergraduate [academic-fcee@utm.my](mailto:academic-fcee@utm.my) | +607-5535806  
Postgraduate [tp-fkkt@utm.my](mailto:tp-fkkt@utm.my) | +607-5535908

## FACULTY OF COMPUTING (FC)

Undergraduate [sc-ug@utm.my](mailto:sc-ug@utm.my) / [tp-fc@utm.my](mailto:tp-fc@utm.my) | +607-5538827  
Postgraduate [tp-fc@utm.my](mailto:tp-fc@utm.my) | +607-5538828

## FACULTY OF BUILT ENVIRONMENT & SURVEYING (FABU)

Undergraduate [fabu-ug@utm.my](mailto:fabu-ug@utm.my) | +6075557401/06/13  
Postgraduate [pgfabu@utm.my](mailto:pgfabu@utm.my) | +607-5530878/30873/ 30583

## FACULTY OF SCIENCE (FS)

Undergraduate [ugfs@utm.my](mailto:ugfs@utm.my) | +607-5534043/46  
Postgraduate [pgfs@utm.my](mailto:pgfs@utm.my) | +6019-7590026

## FACULTY OF SOCIAL SCIENCES & HUMANITIES (FSSH)

Undergraduate [humanities@utm.my](mailto:humanities@utm.my) | +607-5534410 (SoE)  
+607-5557790 (SHARPS)  
Postgraduate [fssh@utm.my](mailto:fssh@utm.my) | +607-5532156/32205/32157

## FACULTY OF MANAGEMENT (FM)

Undergraduate [fm@utm.my](mailto:fm@utm.my) | +607-56 10188  
Postgraduate [academic-fm@utm.my](mailto:academic-fm@utm.my) | +607-56 10188

## MALAYSIA-JAPAN INTERNATIONAL INSTITUTE OF TECHNOLOGY (MJIIT)

Undergraduate [mjiit.ug@utm.my](mailto:mjiit.ug@utm.my) | +603-22031551  
Postgraduate [mjiit.pg@utm.my](mailto:mjiit.pg@utm.my) | +603-22031551

## AZMAN HASHIM INTERNATIONAL BUSINESS SCHOOL (AHIBS)

Postgraduate [academic.ahibs@utm.my](mailto:academic.ahibs@utm.my) | +603-21805023/5025

## FACULTY OF ARTIFICIAL INTELLIGENCE (FAI)

Undergraduate [fai-acad-ug@utm.my](mailto:fai-acad-ug@utm.my)  
Postgraduate [fai-acad-pg@utm.my](mailto:fai-acad-pg@utm.my)

## SPACE UTM

Undergraduate [bba.space@utm.my](mailto:bba.space@utm.my) / [bgs@utm.my](mailto:bgs@utm.my) | +607-5318061

## SCHOOL OF UNDERGRADUATE STUDIES (UGS)

Undergraduate [ugs@utm.my](mailto:ugs@utm.my) | +607-5532284

## SCHOOL OF GRADUATE STUDIES (SPS)

Postgraduate [graduate@utm.my](mailto:graduate@utm.my) | +607-5537877/ 37799

## ACADEMIC MANAGEMENT DIVISON (AMD)

## STUDENT RECRUITMENT & ADMISSION SECTION (SRAdS)

Undergraduate [ugrad@utm.my](mailto:ugrad@utm.my) | +607-5332204  
Postgraduate [pgrad@utm.my](mailto:pgrad@utm.my) | +607-5537900  
General [admission@utm.my](mailto:admission@utm.my) | +607-5537777  
+60197061748 (CALL ONLY)

## ACADEMIC MANAGEMENT & CONFERMENT SECTION (AMaCS)

Undergraduate [amdug@utm.my](mailto:amdug@utm.my) | +607-5335700/ 4719/ 2310/ 2314  
Postgraduate [amdpg@utm.my](mailto:amdpg@utm.my) | +607-5335614/ 2234/ 2271/ 2268 (JB)  
+603-48199181(KL)

## STRATEGIC, SENATE & CONVOCATION UNIT

+607-533 2167 / 2236 / 3197 / 2300  
[konvo@utm.my](mailto:konvo@utm.my)



## Department of the Bursary

Email: [bendahari-ukp@utm.my](mailto:bendahari-ukp@utm.my)

*(please quote your full name and identification number (IC/ISID) and the subject of your query when contacting us)*



## Digital Services Department

Email: [digitalcare@utm.my](mailto:digitalcare@utm.my)

# THANK YOU



**Academic Management & Conferment  
Section (AMaCS)**  
Ground Floor, Block F54, UTM 81310  
Johor Bahru, Johor



<https://amd.utm.my/>



**Academic Management &  
Conferment Section**