

ACADEMIC & REGISTRATION GUIDELINES BRIEFING FOR BRIDGING PROGRAMME

10:00 – 10:15 AM Participants Join The Webex Session 🔊	10:00 - 10:15 AM	Participants Join The Webex Session &
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10:15 – 10:30 AM Opening Remarks by the General Manager,

PPI, Dr Siti Munira Jamil 🚔

10:30 – 11:30 Briefing Presentation

11:30 – 12:00 Q&A Session



BRIEFING ON ACADEMIC & REGISTRATION GUIDELINES FOR BRIDGING PROGRAMME

SESSION 2024 / 2025 SEMESTER II

10 March 2025, MONDAY, 10:00 AM

By: Nurul Izzaty Mohd. Yunus

Head of Briding Programme,
Centre for Degree and Foundation Studies,
SPACE UTM

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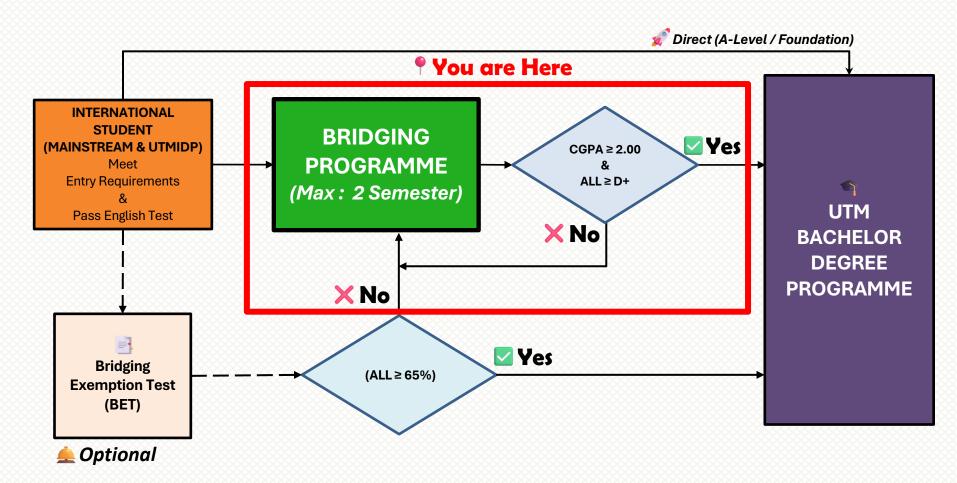


CONTENT

- Overview of Bridging Programme
- BET / Course Registration Guidelines
- Teaching and Learning Process
- Grading Schemes
- Academic Advising
- » References
- Contact Us



PATHWAY FOR BRIDGING PROGRAMME





IMPORTANT DATES





Important Dates for

BRIDGING PROGRAMME

Semester 2, Session 2024/2025

BRIDGING EXEMPTION TEST (BET)

BET SESSION 1

Registration -> 24th Feb - 28th Feb 2025 Until 3,00pm only

BET Session 1 → 4th - 5th Mar 2025 Conducted in Physically (face-to-face)

Result Announcement → 7th Mar 2025

BET SESSION 2

Registration → 7th - 10th Mar 2025 Until 3,00pm only

BET Session 2 → 11th - 12th Mar 2025 Conducted in Physically (face-to-face)

Result Announcement - 14th Mar 2025

BRIDGING PROGRAMME (Course Registration)

ACADEMIC BRIEFING

Academic Briefing (Online)

→ 10th Mar 2025 10.00am (Malaysia time)

(Find the Webex link in the Registration kit)

COURSE REGISTRATION

Pre-Course Registration

--- 10th - 16th Mar 2025

Course Registration

NEW STUDENTS are not allowed to register after the compulsory course registration period ends and MUST apply for deferment of study for Semester 2, Session 2024/2025

→17th Mar - 4th Apr 2025

REGISTRATION & ONLINE CLASS INFORMATION

REGISTRATION KIT FOR BET & COURSE REGISTRATION

Scan here

*all registrations are ONLINE

ONLINE CLASS INFORMATION

Lectures/classes will conducted online in the first three weeks (17th Mar - 4th Apr 2025)

Contact us:



+60197562148

bridging@utmspace.edu.my

Centre for Degree and Foundation Studies, SPACE UTM

♠ https://space.utm.my/utmidp/bridging-programme/



- Bridging Exemption Test (BET) is a module test available only to NEW students. It is designed
 based on the lecture content of the Bridging Programme. BET is optional and NOT COMPULSORY
 for students to take.
- Students who choose to take the BET and pass will be **EXEMPTED** from the Bridging Programme and can register for the degree programme in the same semester.
- The passing mark for each module is 65 out of 100. This means that candidates must achieve a minimum score of 65% in every modules.
- Candidates are required to sit for THREE (3) modules based on their undergraduate programme offered.
- If candidates **do not** achieve the minimum score in the **First Session**, they may re-sit 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**.

BRIDGING PROGRAMME



- The Bridging Programme is designed for international undergraduate students and is offered in full-time mode for a MAXIMUM OF TWO SEMESTERS.
- The programme **aims** to equip students with the necessary knowledge, values, skills, and competencies to ensure a smooth transition into undergraduate degree programmes at UTM.
- Students must successfully **complete** the Bridging Programme before they can register in their respective faculties for the Degree Programme.
- The **objectives** of this programme are as follows:
 - To facilitate the enrollment of international students into undergraduate programmes at various faculties in UTM.
 - To ensure that students acquire sufficient fundamental knowledge in preparation for undergraduate studies in Engineering & Science, Computing, Social Science, and Built Environment.



BRIDGING PROGRAMME: **Z** 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, Skudai, Johor.

Note:

Students are not allowed to change their offered programme while undergoing the Bridging Programme. Those who wish to change their offered programme may only do so upon entering the first semester of their offered programme at the faculty.

ACADEMIC CALENDAR SESSION 2024/2025 SEMESTER 2

		^^^^^
17 March - 4 May 2025	l ecture Semester II	Sultan Johor's Birthday - 23 March 2025 (Sunday) Aidilfitri Eid - 31 March - 1 April 2025 (Monday & Tuesday) Labour Day - 1 May 2025 (Thursday)
5 - 11 May 2025	Mid-Semester Break for Semester II (1 week)	
12 May - 29 June 2025	Lecture Semester II Second Half (7 weeks)	Wesak Day - 12 May 2025 (Monday) Agong's Birthday - 3 June 2025 (Tuesday) Aidil Adha Eid - 6 June 2025 (Friday), 8 June 2025 (Sunday) Awal Muharam - 27 June 2025 (Friday), 29 June 2025 (Sunday)
30 June - 6 July 2025	Revision Period for Semester II (1 week)	
7 - 10 July 2025	Final Examination for Semester II (1 weeks)	
11 July - 5 October 2025	Final Break for Semester II (12 weeks)	



Lecture week will begin on 17 MARCH 2025, MONDAY.

Please refer to the class schedule in the Student Portal

BRIDGING PROGRAMME: LIST OF COURSES



COURSE CODE	COURSE NAMES	CREDIT
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), **based on** their degree programme cluster.

BRIDGING PROGRAMME:





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

BRIDGING PROGRAMME: WILLIST COURSES BY DEGREE PROGRAMME 1/3

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

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BRIDGING PROGRAMME: UST COURSES BY DEGREE PROGRAMME 2/3

	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	L 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

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BRIDGING PROGRAMME: UST COURSES BY DEGREE PROGRAMME 3/3

TEKNOLOGI MALAYSIA

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

BET / COURSE REGISTRATION GUIDELINES





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



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



Log in using Username: Matric Number Password: Matric Number





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



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

Note:

Students who are **EXEMPTED** from the UTM English Language Requirements may upload their Offer Letter from UTM

Repeat students, click this button to register:

Register for New Semester

STEP A: BET REGISTRATION FLOW





Select your Degree Programme as stated in the Offer Letter



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



Choose available BET session



Upload the Payment Slip and click Submit



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



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

STEP B: COURSE REGISTRATION FLOW





Select your Degree Programme as stated in the Offer Letter



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



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



Choose available Section



Upload the Offer Letter and click Submit



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



Please check the Class Schedule in Student Portal

Repeat students **MUST** register:

- Failed course with a grade of D and below (UK) – COMPULSORY
- Passed course with a grade of Band below (UG) – OPTIONAL

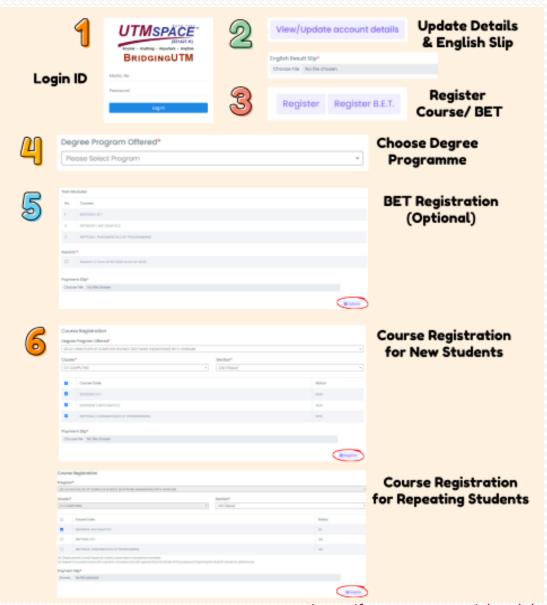
Kindly **refer** to your respective Academic Advisor for further guidance.

 $\boldsymbol{\mathsf{UK}}$ - ulang kursus / repeat course

UG - ulang gred / repeat grade

COURSE REGISTRATION FLOW







Repeat students, click this button to register:

Register for New Semester

All students, please ensure that the initial course code begins with 'BSPxxxxx'.





- All teaching and learning (TnL) activities, including the Final Exam, will be conducted **physically** (face-to-face).
- Students must attend all scheduled face-to-face learning activities. If they are unable to attend, they must **inform** their lecturers immediately and **provide** a valid reason for their absence.
- Students MUST ATTEND NOT LESS THAN 80% of the required 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 a valid reason acceptable to the University will not be allowed to sit in any further face-to-face learning activities or assessments. A score of **ZERO (0)** will be awarded for the course.
- Students should adhere to the attendance rules as stated in the University Academic Regulations.







ACADEMIC CIRCULAR VOL. 2/2025 CHANGES TO TEACHING AND LEARNING METHODS (T&L) FOR THE FIRST TO THE THIRD WEEK SEMESTER II ACADEMIC SESSION 2024/2025 UNIVERSITI TEKNOLOGI MALAYSIA

With reference to the Academic Circular No. 2/2024 dated 2 April 2024 on the UTM Academic Calendar for the 2024/2025 session for undergraduate and postgraduate students, lectures for Semester II of the 2024/2025 Academic Session during the first to third weeks coincide with the public holidays for the Hari Raya Aidilfitri celebration.

- 2. Considering the need for students to return to their hometowns for the Hari Raya Aidilfitri celebration, the Standing Senate Committee on Curriculum and Academic Quality, in its Meeting No. 1/2025 held on 14 January 2025, has agreed that all Teaching and Learning (T&L) activities from 17 March 2025 to 4 April 2025 (the first to the third week of Semester II, 2024/2025) will be conducted online. All academic activities requiring physical presence, such as laboratory work, studio sessions, tests and others, will be rescheduled. The implementation of these changes will be managed by the respective faculties.
- 3. This decision also applies to all Diploma and Foundation students, as well as students at UTM campuses in Johor Bahru, Kuala Lumpur and Pagoh.

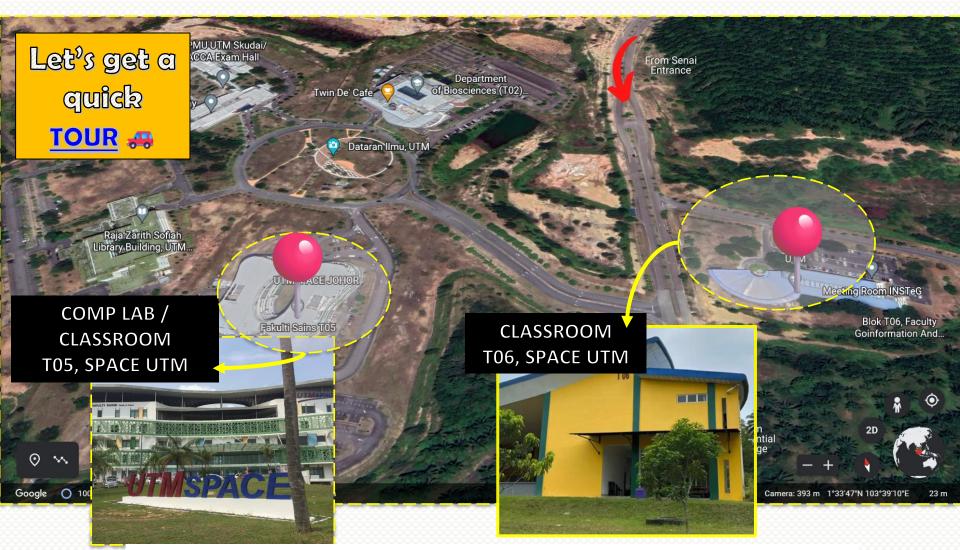
Wishing everyone a blessed Ramadan and Raya Aidilfitri.

Thank you for your attention



CLASSROOM & COMPUTER LAB CLASSROOM & COMPUTER LAB





Click Maps to T05

Click Maps to T06

LEARNING MANAGEMENT SYSTEM (LMS)



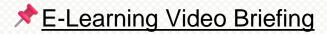
E-LEARNING - https://elearnppi.utmspace.edu.my/



A platform supports the learning process and the delivery of educational content. Students can access the e-Learning platform starting from the **SECOND WEEK** of lecture.



★ E-Learning Manual Guideline for Students



BRIDGING PROGRAMME:



GRADING SCHEME



MARKS	GRADE	POINTER	
90 - 100	A+	4.00	7
80 - 89	Α	4.00	
75 - 79	A-	3.67	•
70 - 74	B+	3.33	
65 - 69	В	3.00	PASS
60 - 64	B-	2.67	PASS
55 - 59	C+	2.33	•
50 - 54	С	2.00	
45 - 49	C-	1.67	
40 - 44	D+	1.33	
35 - 39	D	1.00	٦
30 - 34	D-	0.67	FAIL
00 - 29	E	0	<u>ا</u>

The Relationship between Marks and Grades

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

*Please refer to the Handbook of Academic Guideline for Bridging Programme for the CGPA calculation *Your respective Academic Advisor will provide a detailed briefing on the grading scheme

BRIDGING PROGRAMME: ACADEMIC ADVISING



- An Academic Advisor will be assigned to students throughout their Bridging Programme study period.
- The roles of Academic Advisors:
 - To provide guidance and advice on academic matters.
 - To verifying course registration to ensure that students enroll in the correct courses based on undergraduate programme offered.
- Students may consult their respective Academic Advisor for guidance on academic and disciplinary matters to enhance their overall academic performance and personal well-being throughout their studies.



ACADEMIC ADVISOR (NEW STUDENT)



SECTION	ACADEMIC ADVISOR	EMAIL	ROOM LOCATION
E1S1	SITI MUSLEHA AB MUTALIB	sitimusleha@utmspace.edu.my	LEVEL 4, T05
E1S2	NUR AZREEN SAIDON	nurazreen@utmspace.edu.my	LEVEL 1, T06
E1S3	-	-	-
E2S1	SABRUN JAMIL SAKIP	sabrun@utmspace.edu.my	LEVEL 2, T06
E2S2	-	-	-
E3S1	SABRUN JAMIL SAKIP	sabrun@utmspace.edu.my	LEVEL 2, T06
E4S1	SABRUN JAMIL SAKIP	sabrun@utmspace.edu.my	LEVEL 2, T06
C1S1	DR HUMAIRA HAIRUDIN	humaira@utmspace.edu.my	LEVEL 1, T06
C1S2	NORDALELA DANIL	nordalela@utmspace.edu.my	LEVEL 1, T06
C1S3	-	-	-
C1S4	1	-	-
B1S1	SITI ZHAFIRAH ZAINAL	zhafirah@utmspace.edu.my	LEVEL 2, T06
B1S2	NURUL IZZATY MOHD.YUNUS	<u>izzaty@utmspace.edu.my</u>	LEVEL 4, T05
B1S3	-	-	-
L1S1	SITI ZHAFIRAH ZAINAL	zhafirah@utmspace.edu.my	LEVEL 2, T06

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PROCESS FLOW



BRIDGING PROGRAMME: PROCESS FLOW



WORK SCHEDULE FOR STUDENT REFERENCE

for more details.

Deferment - (Before Week 9)

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 - (After Final Exam Week)

Students may only apply for a course grade appeal only after reviewing and discussing their answer scripts with the respective lecturers within the designated appeal period and after final examination week.

Special Examination -

Special Examination may be conducted for:

- students who are unable to sit for the final examination due to illness, as certified by a medical officer from the University or government hospital or
- students who have passed with Good Status (KB) (CGPA 2.00 and above) but failed in ONE (1) course taken during the last TWO (2) semesters of study.
- other permitted reasons.

Source: UTM Academic Rules & Regulations

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27

BRIDGING PROGRAMME: OTHER MATTERS



MATTERS	UTM MAINSTREAM	UTM-IDP					
Academic	Respective Academic Advisor						
Visa Renewal (Supporting Document)	UTM International (UTMI), S19 UTM Email: 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 Email: <u>bendahari@utm.my</u>	Financial Department, T05, UTMSPACE Email: bkw@utmspace.edu.my					
Withdraw / Defer Application	Student Recruitment and Admission Department (SRAD), F54, UTM Email: ugrad@utm.my Contact No: +6019-7061748	Student Recruitment and Admission Department (SRAD), T05, UTMSPACE Email: ambilan@utmspace.edu.my Contact No: +6019-7252856					
Bridging System	Centre for Degree and Foundation Studies. Email: bridging@utmspace.edu.my , Contact No: +60197562148						
Myutm / UTM ID	UTM Digital. Email: digitalcare@utm.my , Contact No: +607-553 2136						
E-learning	Division of Technology Digital UTMSPACE. Email: elearning@utmspace.edu.my						
Accommodation	Unit Residen UTM. Email: asrama@utm.my , Contact No: +607-553 2549						
Counselling	UTM Counselling Centre. Email: pkk@utm.my , Contact No: +607-553 0428						

BRIDGING PROGRAMME:





CONTACT US



Centre for Degree and Foundation Studies,

SPACE UTM



Level 4, Block T05, Universiti Teknologi Malaysia 81310 Skudai, Johor

- +607-531 8061
- - bridging@utmspace.edu.my
- https://space.utm.my/utmidp/bridging-programme/
- +6019-756 2148

BRIDGING PROGRAMME: REFERENCE LINK



STUDENT PORTAL

BRIDGING EXEMPTION TEST

REGISTRATION KIT & ACADEMIC INFORMATION

WORK SCHEDULE
FOR STUDENT
REFERENCE

HANDBOOK OF
ACADEMIC
GUIDELINE FOR
BRIDGING
PROGRAMME (2024)

RULES & REGULATIONS

- Latest Malay Version
- English Version (2018)

IF THEY CAN DO IT, YOU CAN TOO



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KAREEM MOHAMED MAHGOUB SAEED	BSPM0014 MATHEMATICS	83 A 4.00	BSPC0014 CHEMISTRY	85 A 4.00	BSPP0014 PHYSICS	90 A+ 4.00 4.00 LULUS
XIE SHIJIONG	BSPM0014 MATHEMATICS	94 A+ 4.00	BSPC0014 CHEMISTRY	80 A 4.00	BSPP0014 PHYSICS	90 A+ 4.00 4.00 4.00 LULUS
						"
RAFA ATHAYA FAHRIANS CASIRA PUTRA	BSPM0014 MATHEMATICS	85 A 4.00	BSPT0024 FUNDAMENTALS OF PROGRAMMING	87 A 4.00	BSPT0014 ICT	84 A 4.00 4.00 4.00 LULUS
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RANIA ARDITRI NADZIFA	BSPM0014 MATHEMATICS	83 A 4.00	BSPT0024 FUNDAMENTALS OF PROGRAMMING	80 A 4.00	BSPT0014 ICT	85 A 4.00 4.00 4.00 LULUS
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