UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2022/2023 ACADEMIC SESSION

				SEMESTER II 19 MARCH 2023 – 5 OCTOBER 2023 (UTM JB) | 20 MARCH 2023 – 6 OCTOBER 2023 (UTM KL)		
NO.	**DESCRIPTION**	**DURATION**	**WEEK**	**CAMPUS**		**REMARKS**
				JOHOR BAHRU	**KUALA LUMPUR**	
1.	Registration of Research/Course for Semester II, 2022/2023 Session **(ONLINE)**	2 weeks	-	17 Mar – 3 Apr 2023		**https://my.utm.my** According to the Postgraduate Academic Regulations, students must register courses every semester within the specified dates. Those who fail to register without acceptable reasons will be terminated.
2.	Student start & continue their Research	29 weeks	Week 1 – 29	19 Mar – 5 Oct 2023	20 Mar – 6 Oct 2023	**Birthday of the Sultan Johor (Johor Only)** 23 Mar 2023 **Ramadan Begins* (Johor Only)** 23 Mar 2023 **Nuzul Al Quran (KL Only)** 8 Apr 2023
3.	Application for Reduction and Exemption Tuition Fees	8 weeks	Week 1 – 8	19 Mar – 11 May 2023	20 Mar – 12 May 2023	For student intake Semester I, 2016/17 Session and before ONLY.
4.	Deadline for Registration of Courses **(ONLINE)**	-	-	3 Apr 2023		**https://my.utm.my**
5.	Amendments of Course Registration **(ONLINE)**	1 week	Week 3	4 -10 Apr 2023		**https://my.utm.my**
6.	Deadline of Amendments of Course Registration **(ONLINE)**	-	Week 4	10 Apr 2023		
7.	Late Registration of Courses **(WITH PENALTY)**	1 week	Week 4	11 – 17 Apr 2023		A penalty of **RM100.00** for each course will be imposed for late registration/ amendments.
8.	Deadline for Late Registration of Courses **(WITH PENALTY)**	-	Week 5	17 Apr 2023		

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				JOHOR BAHRU	**KUALA LUMPUR**	
9.	Amendments of Courses Registration **(WITH PENALTY)**	2 weeks	Week 4 -5	11 – 20 Apr 2023		
10.	Deadline for Amendments of Courses Registration **(WITH PENALTY)**	-	Week 5	20 Apr 2023 3.30 pm	20 Apr 2023 5.00 pm	
11.	Mid Semester Break, Semester II, 2022/2023 Session	1 week	Week 6	23 – 27 Apr 2023	24 – 28 Apr 2023	**Eid Al-Fitri*** 22 – 23 Apr 2023
12.	Course Withdrawal (TD)	4 weeks	Week 6 – 9	27 Apr – 18 May 2023		**Labour Day** 1 May 2023 **Wesak Day** 4 May 2023
13.	Faculty Check and Remind Students Who Did Not Register Any Courses	4 weeks	Week 7 – 10	30 Apr– 26 May 2023		Faculty will contact/email students who did not register any courses. Students who did not give any feedback to the faculty within this period can be terminated.
14.	Application for Deferment or Withdrawal of Programme	7 weeks	Week 7 – 13	30 Apr – 8 June 2023	2 May – 9 June 2023	**Labour Day** 1 May 2023 **Wesak Day** 4 May 2023 **Yang Dipertuan Agong's Birthday** 5 June 2023
15.	Deadline for Application of Reduction and Exemption Tuition Fees	-	Week 8	11 May 2023 3.30 pm	12 May 2023 5.00 pm	Applications will not be accepted after this date.
16.	Deadline for Course Withdrawal (TD)	-	Week 9	18 May 2023 5.00 pm		Applications for course withdrawal will not be accepted after this date. A penalty of **RM100.00** for each course will be imposed for TD. Last date of

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	SEMESTER II **19 MARCH 2023 – 5 OCTOBER 2023 (UTM JB)	20 MARCH 2023 – 6 OCTOBER 2023 (UTM KL)**					
						applications for course withdrawal with penalty is before the revision week.
17.	Deadline for Application for Deferment or Withdrawal of Programme	-	Week 13	8 June 2023 3.30 pm	9 June 2023 5.00 pm	
18.	Submission of Progress Report	4 weeks	Week 10 – 14	22 May – 20 June 2023		Application for Notification Thesis Submission are THREE (3) months before the Expected Date of Thesis Submission
19.	Final date for Submission of Progress Report	-	Week 14	20 June 2023		
20.	Evaluation of Progress Report by Supervisor	3 weeks	Week 14 – 17	21 June – 13 Jul 2023		**Eid Al-Adha*** 29 June 2023
21.	AMaCS Issues Termination Letter to Students Who Did Not Register Any Courses	1 week	Week 17	2 – 6 Jul 2023		
22.	Deadline for Evaluation of Progress Report by Supervisor	-	Week 17	13 Jul 2023		
23.	Final date for submission of thesis/dissertation	-	-	5 Oct 2023		
	Application for Notification Thesis Submission are THREE (3) months before the Expected Date of Thesis Submission					
24.	Registration of Courses for Semester I, 2023/2024 Session *(ONLINE)*	2 weeks	-	TBC		**https://my.utm.my**