



**SCHOOL OF GRADUATE STUDIES (SGS)
ACADEMIC CALENDAR**

FIRST SEMESTER 2019/2020 (SEPTEMBER 09, 2019 – FEBRUARY 09, 2020)

**All students are required to register every semester
(Inclusive of fee payment and course registration)**

Registration for new students	August 26, 2019 – September 06, 2019 (Except on Saturday, Sunday & Public Holiday)	(2 weeks)
Online registration for continuing students via Student Portal	August 19, 2019 – September 08, 2019	(3 weeks)
First day of semester	September 09, 2019	
Classes	September 09, 2019 – October 27, 2019	(7 weeks)
Mid-semester break	October 28, 2019 – November 03, 2019	(1 week)
Classes	November 04, 2019 – December 22, 2019	(7 weeks)
Examination week	December 31, 2019 – January 12, 2020	(2 weeks)
End of semester break	January 13, 2020 – February 09, 2020	(4 weeks)
Important Dates/Deadlines		
Last day to add courses	September 22, 2019	
Last day to drop courses	October 27, 2019	
Deadline for online submission of Student's Progress Report (Form GS-11) for students under programmes with thesis.	January 13, 2020	
Deadline for First Semester 2019/2020 thesis submission (Endorsement of Thesis Examination Committee by the University Graduate Studies Committee is required before thesis can be submitted).	February 10, 2020	
<ul style="list-style-type: none"> If the thesis is submitted before the deadline the student is required to register and pay RM400 (local) or RM450 (international) only for SECOND SEMESTER 2019/2020. For submission after the deadline the student is required to pay full registration fees. 		
Deadline for review of grade application and online application for review against termination	Two weeks after Senate endorsement of results	
Deadline for deferment for continuing student	September 22, 2019	
<ul style="list-style-type: none"> A student who has registered for First Semester 2019/2020, may apply to defer the semester no later than seventh week after the commencement of new semester. 	September 09, 2019 – October 27, 2019	(7 weeks)
<ul style="list-style-type: none"> Students who defer the semester within the first two weeks with the approval of the Dean School of Graduate Studies shall be entitled to a tuition fee refund. 	September 09, 2019 – September 22, 2019	(2 weeks)
End of First Semester 2019/2020	January 19, 2020 After this date, the semester will change automatically to Second Semester 2019/2020. Student status will be updated.	

NOTES:

- All international students must purchase the **HEALTH INSURANCE SCHEME FOR INTERNATIONAL STUDENTS** directly from the Insurance Company registered with UPM.
- Beginning **September 09, 2019**, a late course registration fee of **RM100.00** will be imposed.
- Failure to register and/or pay the tuition fees by **September 22, 2019** will lead to a **Dropped** status.
- All students are required to register a minimum of **6 credits and a maximum of 15 credits per semester**.
- All students in programmes by research are required to register for the **Master Research (SPS5999)/ Doctoral Research (SPS6999)** every semester.
- All international students are required to register (as Audit) and pass **Basic Malay Skills I (LPM2100)** in the first semester.
- Fees are payable through CIMBClicks.** (Please refer to www.bursar.upm.edu.my/CIMBClicks)