SCHOOL OF GRADUATE STUDIES (SGS)
GRADUATE STUDIES ACADEMIC CALENDAR
FIRST SEMESTER 2017/2018
(SEPTEMBER 11, 2017 – FEBRUARI 11, 2018)

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

<table>
<thead>
<tr>
<th>Registration for new students</th>
<th>August 28, 2017 – September 08, 2017 (Except on Saturday, Sunday &amp; Public Holiday)</th>
<th>(2 weeks)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online registration for continuing students via student portal</td>
<td>August 21, 2017 – September 10, 2017</td>
<td>(3 weeks)</td>
</tr>
<tr>
<td>First day of Semester</td>
<td>September 11, 2017</td>
<td></td>
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<tr>
<td>Classes</td>
<td>September 11, 2017 – October 13, 2017</td>
<td>(5 weeks)</td>
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<tr>
<td>Mid-semester break</td>
<td>October 14, 2017 – October 22, 2017</td>
<td>(1 week)</td>
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<tr>
<td>Classes</td>
<td>October 23, 2017– Disemember 24, 2017</td>
<td>(9 weeks)</td>
</tr>
<tr>
<td>Examination week</td>
<td>January 02, 2018 – January 14, 2018</td>
<td>(2 weeks)</td>
</tr>
<tr>
<td>End of semester break</td>
<td>January 15, 2018 – February 11, 2018</td>
<td>(5 weeks)</td>
</tr>
</tbody>
</table>

**Important Dates/Deadlines**

- Last day to add courses: September 24, 2017
- Last day to drop courses: October 29, 2017
- **Deadline for online submission of Student’s Progress Report (Form GS-11)** for students under programmes with thesis: January 15, 2018
- **Deadline for First Semester 2017/2018 thesis submission** (Endorsement of Thesis Examination Committee by the University Graduate Studies Committee is required before thesis can be submitted):
  - If the thesis is submitted before the deadline the student is required to register and pay RM350 only for SECOND SEMESTER 2017/2018.
  - 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 the announcement of result (i.e. Date of printing of result).
- **Deadline for deferment** for continuing students who did not register for FIRST SEMESTER 2017/2018:
  - A student who has registered for First Semester 2017/2018, may apply to defer the semester not later than seven weeks after the commencement of the new semester.
  - Students who defer the semester within the first two weeks with the approval of the Dean School of Graduate Studies shall be entitled to claim for a tuition fee refund.
- **End of First Semester 2017/2018**
  - January 21, 2018
  - After this date, the semester will change automatically Second Semester 2017/2018. Student status will also be updated.

**NOTES:**

1. All international students must purchase the HEALTH INSURANCE SCHEME FOR INTERNATIONAL STUDENTS directly from the Insurance Company registered with UPM. The insurance company staff will be available at Block A, UPM International Division every Monday and Thursday from 9.30 a.m to 4.30 p.m (except public holidays).
2. Beginning September 11, 2017, a late registration fee of RM100.00 will be imposed for course registration.
3. Failure to register and/or pay the tuition fees by September 24, 2017 will lead to a Dropped status.
4. All students are required to register a minimum of 6 credits and a maximum of 15 credits per semester.
5. All students in programmes with thesis are required to register for the Masters Research (SPS5999)/ PhD Research (SPS6999) every semester.
6. All international students are required to register (as Audit) and pass Basic Malay Skills I (BBM1401) in the first semester.
7. Fees are payable through CIMBClicks. (Please refer to www.bursar.upm.edu.my/CIMBClicks)

*All dates are subject to change*

update: March 28, 2017