

**SCHOOL OF GRADUATE STUDIES (SGS)
GRADUATE STUDIES ACADEMIC CALENDAR
FIRST SEMESTER 2018/2019 (SEPTEMBER 10, 2018 – FEBRUARI 10, 2019)**
All students are required to register every semester
(Inclusive of fee payment and course registration)

Registration for <u>new students</u>	August 27, 2018 – September 07, 2018 (Except on Saturday, Sunday & Public Holiday)	(2 weeks)
Online registration for <u>continuing students</u> via student portal	August 20, 2018 – September 16, 2018	(4 weeks)
First day of Semester	September 10, 2018	
Classes	September 10, 2018 – October 28, 2018	(7 weeks)
Mid-semester break	October 29, 2018 – November 04, 2018	(1 week)
Classes	November 05, 2018 – December 23, 2018	(7 weeks)
Examination week	December 31, 2018 – January 13, 2019	(2 weeks)
End of semester break	January 14, 2019 – February 10, 2019	(4 weeks)
<u>Important Dates/Deadlines</u>		
Last day to add courses	September 23, 2018	
Last day to drop courses	October 28, 2018	
Deadline for online submission of Student's Progress Report (Form GS-11) for students under programmes with thesis.	January 14, 2019	
Deadline for First Semester 2018/2019 thesis submission (Endorsement of Thesis Examination Committee by the University Graduate Studies Committee is required before thesis can be submitted).	February 11, 2019	
<ul style="list-style-type: none"> If the thesis is submitted before the deadline the student is required to register and pay RM350 only for SECOND SEMESTER 2018/2019. 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 2018/2019	September 23, 2018	
<ul style="list-style-type: none"> A student who has registered for First Semester 2018/2019, may apply to defer the semester not later than seven weeks after the commencement of the new semester. 	September 10, 2018 – Oktober 28, 2018	(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 claim for a tuition fee refund. 	September 10, 2018 – September 23, 2018	(2 weeks)
End of First Semester 2018/2019	January 20, 2019 After this date, the semester will change automatically Second Semester 2018/2019. Student status will also 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 10, 2018**, a late registration fee of **RM100.00** will be imposed for course registration.
- Failure to register and/or pay the tuition fees by **September 23, 2018** 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 with thesis are required to register for the **Masters Research (SPS5999)/ PhD Research (SPS6999)** every semester.
- All international students are required to register (as Audit) and pass **Basic Malay Skills (LPM2100)** in the First / Second semester.
- Fees are payable through CIMBClicks.** (Please refer to www.bursar.upm.edu.my/CIMBClicks)