



MASTER OF BUSINESS ADMINISTRATION
MASTER OF SCIENCE IN BIOTECHNOLOGY WITH BIOENTRENEURSHIP
SCHOOL OF GRADUATE STUDIES (SGS)
GRADUATE STUDIES ACADEMIC CALENDAR
THIRD TRIMESTER 2022/2023 (FEBRUARY 27, 2023 – JULY 02, 2023)

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

Registration for <u>new students</u>	Registration week February 20, 2023 – February 26, 2023	(1 week)
	Late Registration Deadline : March 10, 2023 (Except on Saturday, Sunday & Public Holiday)	
Online registration for <u>continuing students</u> via student portal	February 20, 2023 – February 26, 2023 (without Penalty)	(1 week)
	February 27, 2023 – March 12, 2023 (With Penalty)	(2 weeks)
First day of Trimester	February 27, 2023	
Lecture	February 27, 2023 – June 04, 2023	(14 weeks)
Final Examination	June 05, 2023 – June 11, 2023	(1 weeks)
Trimester break	June 12, 2023 – July 02, 2023	(3 weeks)

Important Dates/Deadlines

Last day to add courses (2nd week)	March 12, 2023
Last day to drop courses (7th week)	April 16, 2023
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 Normal deferment for continuing students	March 12, 2023

Students who defer the trimester within the first two weeks after the trimester start with the approval of the Dean School of Graduate Studies shall be entitled to claim for a tuition fee refund or opt to carry forward the fee to the following trimester.

Deadline for Late deferment for continuing students	March 13, 2023 – April 16, 2023 (with penalty of RM600)
A student who has registered for Second Trimester 2022/2023 , may apply to defer the trimester not later than seven weeks after the commencement of the new trimester.	

End of Third Trimester 2022/2023 **June 18, 2023**

After this date, the trimester will change automatically to First Trimester 2023/2024. Student status will also be updated.

NOTES (All dates are subject to change):

1. Your status will be “Dropped” if you registered but fail to pay tuition fee by **April 17, 2023**.
2. All students are required to register a **minimum of 6 credits** and a **maximum of 20 credits** per trimester
3. All international students are required to register (as Audit) and pass **Malay Language Communication (LPM2100)** in the first trimester.
4. Fees are payable through CIMBClicks.
(Please refer to www.bursar.upm.edu.my/CIMBClicks).
5. For more information, refer to the [Postgraduate candidature checklist](#).

****All dates are subject to change***

IMPORTANT DATES RELATED TO THE FINAL EXAMINATION FOR SECOND TRIMESTER 2022/2023

Kindly be informed of the following deadlines:

1. **March 19, 2023 (Sunday / W3)**
 - Last day to submit supervisor nomination for case study project.
2. **One week after the final examination of each course but not later than Jun 18, 2023 (whichever comes first):**
 - Last day for the course lecturer/coordinator to key-in grades for each respective course.
3. **July 23, 2023 / one week after the Senate:**
 - Last day for examination re-sits. Please note that examination re-sits are for students with Probation or Terminated status who had obtained a grade of B- and below for a given course registered in the trimester. Lecturers or course coordinators are advised to arrange the examination re-sits as soon as possible after the results of the examination have been announced to students.
4. **July 30, 2023:**
 - Last day for the Faculty’s/Institute’s Coordinator of Graduate Studies to forward the results of examination re- sits to the School of Graduate Studies.
 - Last day for Faculties/Institutes to submit the endorsed grades for all courses offered during the Trimester to the School of Graduate Studies. [Please submit the hard copy of the grades (printed from i-GIMS) that have been signed by the course lecturer/coordinator and the Faculty’s/Institute’s Coordinator of Graduate Studies to the School of Graduate Studies].
 - Last day for the Faculty to endorse Review against Termination (Form GS-13b).
 - LAST DAY FOR FACULTY TO ENDORSE GRADE REVIEW, AFTER WHICH THERE WILL BE NO MORE GRADE CHANGES, i.e., THE GRADE RECORDED AFTER THIS DATE IS FINAL.

Your cooperation in observing and following these deadlines is very much appreciated.

Thank you.