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

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

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates/Deadlines</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration for new students</td>
<td>February 02, 2015 – February 13, 2015 (Except on Saturday, Sunday &amp; Public Holiday)</td>
<td>(1 weeks)</td>
</tr>
<tr>
<td>Briefing for new students</td>
<td>February 14, 2015</td>
<td>(1 Day)</td>
</tr>
<tr>
<td>Online registration for continuing students via student portal</td>
<td>January 26, 2015 – February 22, 2015</td>
<td>(3 weeks)</td>
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<tr>
<td>First day of Semester</td>
<td>February 23, 2015</td>
<td></td>
</tr>
<tr>
<td>Classes</td>
<td>February 23, 2015 – April 12, 2015</td>
<td>(7 weeks)</td>
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<tr>
<td>Mid-semester break</td>
<td>April 13, 2015 – April 19, 2015</td>
<td>(1 week)</td>
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<tr>
<td>Classes</td>
<td>April 20, 2015 – June 07, 2015</td>
<td>(7 weeks)</td>
</tr>
<tr>
<td>Examination week</td>
<td>June 15, 2015 – June 28, 2015</td>
<td>(2 weeks)</td>
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<tr>
<td>End of semester break</td>
<td>June 29, 2015 – September 06, 2015</td>
<td>(10 weeks)</td>
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</tbody>
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### Important Dates/Deadlines

<table>
<thead>
<tr>
<th>Event</th>
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<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>Last day to add courses</td>
<td>March 08, 2015</td>
<td></td>
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<tr>
<td>Last day to drop courses</td>
<td>April 12, 2015</td>
<td></td>
</tr>
<tr>
<td>Deadline for online submission of Student’s Progress Report (Form GS-11) for students under programmes with thesis.</td>
<td>June 29, 2015</td>
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</tbody>
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### Deadline for Second Semester 2014/2015 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 FIRST 2015/2016.
- 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 SECOND SEMESTER 2014/2015

- A student who has registered for Second Semester 2014/2015, 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 Second Semester 2014/2015

August 16, 2015
After this date, the semester will change automatically to First Semester 2015/2016. 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 February 23, 2015, a late registration fee of RM100.00 will be imposed for course registration.
3. Failure to register and/or pay the registration fees by March 08, 2015 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 (SP55999) / PhD Research (SP56999) 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: January 12, 2015