



SCHOOL OF GRADUATE STUDIES (SGS)
GRADUATE STUDIES ACADEMIC CALENDAR
SECOND SEMESTER 2016/2017 (FEBRUARY 13, 2017 – SEPTEMBER 10, 2017)

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

Registration for new students	January 31, 2017 – February 10, 2017 (Except on Saturday, Sunday & Public Holiday)	(2 weeks)
Online registration for continuing students via student portal	January 23, 2017 – February 12, 2017	(3 weeks)
First day of Semester	February 13, 2017	
Classes	February 13, 2017 – April 02, 2017	(7 weeks)
Mid-semester break	April 03, 2017 – April 09, 2017	(1 week)
Classes	April 10, 2017 – Mei 28, 2017	(7 weeks)
Examination week	June 05, 2017 – June 18, 2017	(2 weeks)
End of semester break	June 19, 2017 – September 10, 2017	(12 weeks)

Important Dates/Deadlines

Last day to add courses	February 26, 2017
Last day to drop courses	April 02, 2017

Deadline for online submission of Student's Progress Report (Form GS-11) for students under programmes with thesis.

June 26, 2017

Deadline for Second Semester 2016/2017 thesis submission (Endorsement of Thesis Examination Committee by the University Graduate Studies Committee is required before thesis can be submitted).

September 11, 2017

- If the thesis is submitted before the deadline the student is required to register and pay RM350 only for FIRST 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 SECOND SEMESTER 2016/2017

February 26, 2017

- A student who has registered for Second Semester 2016/2017, 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.

February 13, 2017 – April 02, 2017

(7 weeks)

February 13, 2017 – February 26, 2017

(2 weeks)

End of Second Semester 2016/2017

August 20, 2017

After this date, the semester will change automatically to First 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 **February 13, 2017**, a late registration fee of **RM100.00** will be imposed for course registration.
3. Failure to register and/or pay the registration fees by **February 26, 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: November 11, 2016