



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)

Registration for new students	August 28, 2017 – September 08, 2017 (Except on Saturday, Sunday & Public Holiday)	(2 weeks)
Online registration for continuing students via student portal	August 21, 2017 – September 10, 2017	(3 weeks)
First day of Semester	September 11, 2017	
Classes	September 11, 2017 – October 13, 2017	(5 weeks)
Mid-semester break	October 14, 2017 – October 22, 2017	(1 week)
Classes	October 23, 2017– Disember 24, 2017	(9 weeks)
Examination week	January 02, 2018 – January 14, 2018	(2 weeks)
End of semester break	January 15, 2018 – February 11, 2018	(5 weeks)
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 02, 2018	
Deadline for First Semester thesis submission (Endorsement of Thesis Examination Committee by the University Graduate Studies Committee is required before thesis can be submitted). <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 2017/2018. For submission after the deadline the student is required to pay full registration fees. 	February 12, 2018	
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	September 24, 2017	
<ul style="list-style-type: none"> 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. 	September 11, 2017 – Oktober 29, 2017	(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 11, 2017 – September 24, 2017	(2 weeks)
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:

- 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).
- Beginning **September 11, 2017**, a late registration fee of **RM100.00** will be imposed for course registration.
- Failure to register and/or pay the registration fees by **September 22, 2017** 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 I (BBM1401)** in the first semester.
- Fees are payable through CIMBClicks.** (Please refer to www.bursar.upm.edu.my/CIMBClicks)