

**UNIVERSITI TEKNOLOGI MALAYSIA**  
**WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION**  
**FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)**  
**FOR 2019/2020 ACADEMIC SESSION**

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB)   10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Semester II, 2019/2020 Session ( <i>ONLINE</i> )	2 weeks	Week 1 – 2	5 – 21 Feb 2020		<a href="https://my.utm.my">https://my.utm.my</a> <b>Thaipusam</b> 8 Feb 2020
2.	Semester II, 2019/2020 Session Lectures (Part 1)	7 weeks	Week 1 – 6	9 Feb – 17 Mar 2020	10 Feb – 17 Mar 2020	<b>Birthday of The Sultan Johor (JB Only)</b> 23 Mar 2020  <b>Ramadan Begins</b> 24 Apr 2020 (Johor)
3.	Application for Reduction and Exemption Tuition Fees	12 weeks	Week 1 – 12	9 Feb – 30 Apr 2020	10 Feb – 30 Apr 2020	
4.	Deadline for Registration of Courses ( <i>ONLINE</i> )	1 week	Week 2	21 Feb 2020 5.00 pm		<a href="https://my.utm.my">https://my.utm.my</a>
5.	Late Registration of Courses ( <b>WITH PENALTY</b> )	1 week	Week 3	23 – 27 Feb 2020	24 – 28 Feb 2020	A penalty of <b>RM100.00</b> for each course will be imposed for late registration/amendments.
6.	Deadline for Late Registration of Courses ( <b>WITH PENALTY</b> )	-	Week 3	27 Feb 2020 3.30 pm	28 Feb 2020 5.00 pm	
7.	Amendments of Course Registration ( <i>ONLINE</i> )	1 week	Week 4	1 – 5 Mar 2020		<a href="https://my.utm.my">https://my.utm.my</a>
8.	Deadline of Amendments of Course Registration ( <i>ONLINE</i> )	-	Week 4	5 Mar 2020 5.00 pm		<a href="https://my.utm.my">https://my.utm.my</a>
9.	Amendments of Courses Registration ( <b>WITH PENALTY</b> )	1 week	Week 5	8 – 12 Mar 2020	9 – 13 Mar 2020	A penalty of <b>RM100.00</b> for each course will be imposed for late registration/amendments.
10.	Deadline for Amendments of Courses Registration ( <b>WITH PENALTY</b> )	-	Week 5	12 Mar 2020 3.30 pm	13 Mar 2020 5.00 pm	
11.	Course Withdrawal (TD)	7 weeks	Week 6 – 12	15 Mar – 30 Apr 2020	16 Mar – 30 Apr 2020	<b>Ramadan Begins</b> 24 Apr 2020 (Johor)
12.	Faculty Check and Remind Students Who Did Not Register Any Courses	8 weeks	Week 6 – 13	15 Mar – 6 May 2020	16 Mar – 8 May 2020	<b>Wesak Day</b> 7 May 2020

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NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
13.	Application for Deferment or Withdrawal From Programme	9 weeks	Week 7 – 14	22 Mar – 14 May 2020	23 Mar – 15 May 2020	
14.	Deadline for Application of Reduction and Exemption Tuition Fees Deadline	-	Week 12	30 Apr 2020 3.30 pm	30 Apr 2020 5.00 pm	Applications will not be accepted after this date.
15.	Mid Semester Break, Semester II, 2019/2020 Session	2 weeks	Week 7 - 8	18 – 31 Mar 2020	18 – 31 Mar 2020	
16.	Continuation of Semester II, 2019/2020 Session Lectures (Part 2) - Online learning	8 weeks	Week 8 – 15	1 Apr – 22 May 2020	1 Apr – 23 May 2020	<b>Ramadan Begins</b> 24 Apr 2020 (Johor)  <b>Labour Day</b> 1 May 2020 <b>(KL Only)</b> 3 May 2020 <b>(JB Only)</b>  <b>Wesak Day</b> 7 May 2020  <b>Nuzul Al Quran (KL Only)</b> 10 & 11 May 2020
17.	Deadline for Course Withdrawal (TD)	-	Week 12	30 Apr 2020 3.30 pm	30 Apr 2020 5.00 pm	Applications for course withdrawal will not be accepted after this date.  A penalty of <b>RM100.00</b> for each course will be imposed for TD.

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				JOHOR BAHRU	KUALA LUMPUR	
18.	Deadline for Application for Deferment or Withdrawal From Programme	-	Week 14	14 May 2020 3.30 pm	15 May 2020 5.00 pm	
19.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	1 week	Week 15	17 – 21 May 2020	18 – 22 May 2020	
20.	Additional Period of Semester II, 2019/2020 Session	5 weeks	Week 17 - 21	31 May – 2 July 2020	1 June – 3 July 2020	No additional Student Learning Time (SLT)
21.	Revision Week	1 week	Week 21	28 June – 3 July 2020		
22.	Final Examination for Semester II, 2019/2020 Session	3 weeks	Week 22 - 24	5 – 24 July 2020		
23.	Final Break Semester II, 2019/2020 Session	10 weeks	Week 25 – 34	26 July – 2 Oct 2020	27 July – 3 Oct 2020	<b>Eid Al- Adha</b> 31 July 2020 (KL Only) 2 Aug 2020 (JB Only)  <b>Awal Muharam</b> 20 Aug 2020  <b>National Day</b> 31 Aug 2020
24.	Final date for submission of dissertation	-	-	1 Oct 2020		
25.	Registration of Courses for Semester I, 2020/2021 Session ( <a href="https://my.utm.my">ONLINE</a> )	2 Weeks	Week 1 – 3	7 – 22 Oct 2020		<a href="https://my.utm.my">https://my.utm.my</a>

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SHORT SEMESTER (10 WEEKS)						
26 JULY 2020 – 1 OCTOBER 2020 (UTM JB)   27 JULY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Short Semesters, 2019/2020 Session ( <b>ONLINE</b> )	2 days	-	2 – 4 Aug 2020		<a href="https://my.utm.my">https://my.utm.my</a>
2.	Deadline for Registration of Courses ( <b>ONLINE</b> )	-	-	4 Aug 2020 5.00 pm		<a href="https://my.utm.my">https://my.utm.my</a>
3.	Lectures for Short Semester, 2019/2020 Session	8 Weeks	Week 1 – 8	3 Aug – 24 Sep 2020	3 Aug – 25 Sep 2020	<b>Eid Al- Adha*</b> 31 July 2020 (KL Only) 2 Aug 2020 (JB Only)  <b>Awal Muharam</b> 20 Aug 2020
4.	Late Registration of Courses Begins ( <b>WITH PENALTY</b> )	1 Week	Week 1	5 – 6 Aug 2020	6 – 7 Aug 2020	A penalty of <b>RM100.00</b> for each course will be imposed for late registration/ amendments
5.	Deadline for Late Registration of Courses ( <b>WITH PENALTY</b> )	-	Week 1	6 Aug 2020 3.30 pm	7 Aug 2020 5.00 pm	
6.	Amendments of Course Registration ( <b>ONLINE</b> )	1 Week	Week 2	9 - 13 Aug 2020	10 - 14 Aug 2020	<a href="https://my.utm.my">https://my.utm.my</a>
7.	Deadline for Amendments Of Course Registration ( <b>ONLINE</b> )	-	Week 2	14 Aug 2020 5.00 pm		<a href="https://my.utm.my">https://my.utm.my</a>

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NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
8.	Course Withdrawal (TD)	2 Weeks	Week 3 – 4	16 – 27 Aug 2020	17 – 28 Aug 2020	<b>Awal Muharam</b> 20 Aug 2020
9.	Deadline of Course Withdrawal (TD)	-	Week 4	27 Aug 2020 3.30 pm	28 Aug 2020 5.00 pm	Applications for course withdrawal will not be accepted after this date.  A penalty of <b>RM100.00</b> for each course will be imposed for TD.
10.	Final Break for Short Semester, 2019/2020 Session	1 Week	-	27 Sep – 1 Oct 2020	28 Sep – 2 Oct 2020	
11.	Registration of Courses for Semester I, 2020/2021 Session ( <a href="#">ONLINE</a> )	2 Weeks	Week 1 – 3	7 – 22 Oct 2020		<a href="https://my.utm.my">https://my.utm.my</a>

**\* Subject to change**

**Prepared by :**  
 Academic Management Division (AMD),  
 Department of the Deputy Vice-Chancellor (Academic & International)

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