



**SCHEDULE OF ACADEMIC ADMINISTRATION ACTIVITIES (TENTATIVE)
SEMESTER AUGUST 2016 (COHORT 4/16/34)
UNDERGRADUATE PROGRAMMES**

No.	Activities	Start Date	End Date	Duration
1	Senate Meeting	Aug 24, 2016	-NA-	1 day
2	Announcement of Final Examination Results (Via  Student Portal - http://studentportal.unisel.edu.my)	Aug 25, 2016	-NA-	1 day
3	Semester Registration for Returning Students (<i>i-Daftar</i>) (Via  Student Portal - http://studentportal.unisel.edu.my)	Aug 29, 2016	Sept 02, 2016	5 days
4	Appeal for Special Examination (Only for FINAL SEMESTER students. Forms can be obtained from the faculty)	Aug 25, 2016	Aug 26, 2016	2 days
5	Appeal To Continue Study (Failed/Terminated) (Forms can be downloaded at http://studentportal.unisel.edu.my)	Aug 25, 2016	Aug 30, 2016	6 days
6	Academic Appeals Committee Meeting	Aug 26, 2016	-NA-	1 day
7	Continuing Study Appeal Results (Notification to students)	Aug 26, 2016	Aug 30, 2016	5 days
8	Programme Change	Sept 05, 2016	Sept 09, 2016	5 days
9	Add & Drop Course	Sept 05, 2016	Sept 11, 2016	7 days
10.	Course Registration Slip	Sept 05, 2016	Sept 11, 2016	7 days
11	Course Exemption/Credit Transfer (Intake : 11434 and after) Credit Exemption/Credit Transfer (Intake : 51334 and before)	Sept 05, 2016	Sept 09, 2016	5 days
12	Special Examination (Special Examination Timetable can be viewed at http://studentportal.unisel.edu.my)	Sept 05, 2016	Sept 16, 2016	10 days
13	Rechecking of Examination Answer Script	Sept 05, 2016	Sept 09, 2016	5 days
14	Late Registration with Penalty Fee	Sept 05, 2016	Sept 07, 2016	3 days
15	Defer with Processing Fee	Sept 05, 2016	Nov 11, 2016	9 weeks
16	Drop Course with Penalty Fee	Sept 12, 2016	Nov 11, 2016*	8 weeks
17	Examination Slip Printing	-TBA-	-TBA-	-TBA-
18	Final Examination	-TBA-	-TBA-	-TBA-
19	e-Course Teaching Evaluation (Part 1)	-TBA-	-TBA-	-TBA-
20	e-Course Teaching Evaluation (Part 2)	-TBA-	-TBA-	-TBA-

Note:

*You will be unable to withdraw from a course after this deadline. If you do not officially withdraw by the deadline but simply stop attending a course, the mark on your result slip will appear as a failure.