



**ACADEMIC CIRCULAR NO. 16a/2021**

All Undergraduate Students and Postgraduate Students

Dear Mr./Ms.,

**COURSE REGISTRATION FOR SEMESTER 3 OF THE 2020/2021 ACADEMIC SESSION**

With reference to the above matter, please be informed that Semester 3 of the 2020/2021 Academic Session will be conducted starting from **2<sup>nd</sup> August 2021 until 24<sup>th</sup> September 2021**. Therefore, all students are requested to read and take necessary action as stated below:

- i. Course Registration for Semester 3 of the 2020/2021 Academic Session will be conducted via **<https://smplucee.ukm.my/smpweb> from 31<sup>st</sup> May 2021 – 6<sup>th</sup> June 2021**. Students are advised not to reveal the Student Registration Number (NPP) to avoid any unauthorized usage.
- ii. The faculties offering courses are as follows:
  1. Faculty of Engineering and Built Environment
  2. Faculty of Economics and Management
  3. Faculty of Education
  4. Faculty of Information Science and Technology
  5. Faculty of Social Sciences and Humanities
  6. Faculty of Health Sciences
  7. Faculty of Pharmacy
- iii. Information regarding the registration are as follows:

Date	Year	Activities	Venue
31 <sup>st</sup> May 2021 – 6 <sup>th</sup> June 2021	All Years	Drop/ Add Courses	Via online to website <a href="https://smplucee.ukm.my/smpweb">https://smplucee.ukm.my/smpweb</a>
2 <sup>nd</sup> August 2021 – 5 <sup>th</sup> Sept. 2021	All Years	Course Withdrawal	
16 <sup>th</sup> – 22 <sup>nd</sup> August 2021	All Years	Course Registration Confirmation	



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CERT. NO. QMS 01100

**CENTRE FOR ACADEMIC MANAGEMENT (ACADEMIC UKM)**

Universiti Kebangsaan Malaysia, 43600 UKM Bangi, Selangor Darul Ehsan Malaysia

Tel.: +603-8911 8451/8450/8460/8027 Fax: +603-8911 8471 Email: [akad@ukm.edu.my](mailto:akad@ukm.edu.my)

Web: [www.ukm.my/akademik](http://www.ukm.my/akademik)

30 <sup>th</sup> August 2021 – 5 <sup>th</sup> Sept. 2021	All Years	Examination Timetable Confirmation	
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- iv. Students with conditional past status ( $1.00 \leq \text{PNGK} < 2.00$ ) in Semester I, 2020/2021 Session are advised not to register course in Semester 3 2020/2021 Session.
- v. Terms of registration:
  1. Registration for Semester 3 2020/2021 Session is optional except for some faculties.
  2. Students are allowed to take not more than 3 courses.
  3. Add and drop courses can be done during the course registration week only.
  4. For students who have registered for Semester 3 and decided not to continue, application must be submitted to the Deputy Registrar, Centre for Academic Management once supported by Dean of the faculty before 22<sup>nd</sup> August 2021 for fee waiver. Application after that date will be considered course withdrawal and given grade TD.
  5. Grade earned will be counted for next semester (Semester 1 2021/2022) Cumulative Grade Point Average (CGPA).
  6. Period of study for Semester 3 2020/2021 Session are not accounted for determining the maximum duration allowed for graduation requirements.
  7. Penalty of RM50.00 will be imposed for late course registration.
  8. During registration, students need to select the course registration button for Semester 3 2020/2021 Session.

2. Any enquires regarding the above matter can be sent via email to [smpweb@ukm.edu.my](mailto:smpweb@ukm.edu.my)/  
[akad@ukm.edu.my](mailto:akad@ukm.edu.my) or walk-in to the Centre for Academic Management/ Faculty.

Thank you.

Yours sincerely,



**ROHANA TAN**  
Deputy Registrar  
Centre for Academic Management



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Web: [www.ukm.my/akademik](http://www.ukm.my/akademik)

- c.c.
- Deputy Vice-Chancellor (Academic and International)
  - Dean, Faculty of Engineering and Built Environment
  - Dean, Faculty of Economics and Management
  - Dean, Faculty of Education
  - Dean, Faculty of Information Science and Technology
  - Dean, Faculty of Social Sciences and Humanities
  - Dean, Faculty of Health Science
  - Dean, Faculty of Pharmacy
  - Director, Centre for Information Technology
  - Director, Centre for Quality Assurance
  - Director, Centre for Educational Extension
  - Head, Student Finance Unit, Bursar's Office
  - Chief Librarian
  - Chief Assistant Registrar/Senior Assistant Registrar/Assistant Registrar Faculty
  - KAMUKM President



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