



PUSAT PENGURUSAN AKADEMIK • CENTRE FOR ACADEMIC MANAGEMENT

Ref. : UKM.AKA.100-1/3/5  
Date : 10<sup>th</sup> December 2021

**ACADEMIC CIRCULAR NO. 34a/2021**

All Undergraduate and Postgraduate Students,

Dear Mr./Ms.,

**EARLY COURSE/THESIS/DISSERTATION REGISTRATION FOR SEMESTER 2 OF THE 2021/2022 ACADEMIC SESSION AND COURSE TEACHING EVALUATION FOR SEMESTER 1 OF THE 2021/2022 ACADEMIC SESSION**

With reference to the above, please read this circular thoroughly and take the action as follows:

No.	Activities	Under Graduate	Post Graduate
i.	Students should use their Identity and Password (NPP) for accessing and using this website <a href="https://smplucee.ukm.my/smpweb">https://smplucee.ukm.my/smpweb</a> . Students are advised not to disclose the NPP to prevent any unauthorized usage.	✓	✓
ii.	Students are required to:  <b>1. Complete The Teaching and Supervision Evaluation</b> taken in current semester.  This evaluation can be accessed through <a href="https://www.ukm.my/sppp">https://www.ukm.my/sppp</a> starting from <b>10<sup>th</sup> – 30<sup>th</sup> January 2022</b> . Any enquiries please refer to <b>Cik Hafizah Sa'don</b> , <a href="mailto:fiza@ukm.edu.my">fiza@ukm.edu.my</a> , <b>Centre for Quality Assurance (UKM-Quality)</b> .  <b>2. Pay all fees/outstanding debt</b>  Any enquiries, please refer to <b>Student Finance Unit</b> <a href="mailto:ukpbendahari@ukm.edu.my">ukpbendahari@ukm.edu.my</a> .	✓  ✓	✓  ✓
iii.	Early Course Registration/*Thesis/Dissertation for Semester 2 of the 2021/2022 Academic Session will be held on <b>10<sup>th</sup> January 2022 – 6<sup>th</sup> February 2022 (four weeks)</b> via the website <a href="https://smplucee.ukm.my/smpweb">https://smplucee.ukm.my/smpweb</a> .  <b>*Potsgraduate (Research Mode and Mix Mode)</b>	✓	✓
iv.	Early Registration is <b>compulsory</b> for all <b>Undergraduate and Postgraduate Student EXCEPT</b> students from <b>Faculty of Medicine and Faculty of Dentistry</b> . Failing to register on the specified date will result in <b>PTPTN payment being detained and a fine of RM50.00 will be</b>	✓	✓



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CERT. NO. QMS 01100

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

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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)

No.	Activities	Under Graduate	Post Graduate
	<p><b>imposed.</b> Students who fail to register during the early registration period will only be allowed to register courses for Semester 2 of the 2021/2022 Academic Session on <b>21<sup>st</sup> March 2022 (Postgraduate) and 28<sup>th</sup> March 2022 (Undergraduate).</b></p> <p><b>Starting Semester 1 of the 2020/2021 Academic Session, ALL students from Faculty of Medicine are allowed to make early registration for CITRA courses offered to Faculty of Medicine students or offered openly as agreed through the 378<sup>th</sup> Faculty of Medicine Meeting.</b></p>		
v.	<b>Student selection process (7<sup>th</sup> – 13<sup>th</sup> February 2022)</b> is subject to the faculty's requirement in selecting students eligible to register for a particular course.	✓	-
vi.	<b>The result</b> of Early Registration is available beginning <b>14<sup>th</sup> – 20<sup>th</sup> February 2022.</b>	✓	-
vii.	Please be informed that the actual course registration for Semester 2 of the 2021/2022 Academic Session is subject to the examination results of the previous semester and pre requisite requirement next semester (if any).	✓	✓

Thank you.

Yours sincerely,



**MUHAMMAD WALID OSMAN**  
Deputy Registrar  
Centre for Academic Management

- c.c. - Deputy Vice-Chancellor (Academic and International)
- Dean/Director, Faculty/Institute/Centre
  - Director, Centre for Information Technology
  - Director, Shaping Advanced and Professional Education Center (UKMShape)
  - Director, Centre for Quality Assurance (UKM-Quality)
  - Head, Student Finance Unit, Bursar's Office
  - Director, Centre for Teaching & Curriculum Development (*Pengajaran-UKM*)
  - Chief Assistant Registrar/Senior Assistant Registrar/Assistant Registrar Faculty/Institute/Centre
  - KМУKM President



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