



ACADEMIC CIRCULAR NO. 6a/2022

All Postgraduate Students,

Dear Mr./Ms.,

EXTENSION OF THE EARLY REGISTRATION PERIOD FOR SEMESTER 2 ACADEMIC SESSION 2021/2022 COURSES/THESIS/DISSERTATION FOR POSTGRADUATE STUDENTS

The Academic Circular No. 34/2021 is referred.

Accordingly, considering the Early Registration of Courses/Thesis/Dissertation for new postgraduate programs implemented and the number of students registered has not yet reached 50% of the total number of postgraduate students, the Centre for Academic Management agreed to extend the initial registration period from **7th – 13th February 2022 (1 week)**. If the student fails to do so, any further application will not be allowed.

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

No.	Activities
i.	Students should use their Identity and Password (NPP) for accessing and using this website https://smplucee.ukm.my/smpweb . Students are advised not to disclose the NPP to prevent any unauthorized usage.
ii.	Students are required to: <ol style="list-style-type: none"> Complete the Teaching and Supervision Evaluation taken in current semester. This evaluation can be accessed through https://www.ukm.my/sppp. This evaluation is ended on 30th January 2022. Any questions please contact the respective faculty/institute. Pay all fees/outstanding debt Any enquiries, please refer to Student Finance Unit ukpbendahari@ukm.edu.my.
iii.	Early Course Registration/Thesis/Dissertation for Semester 2 of the 2021/2022 Academic Session will be extended on 7th – 13th February 2022 (1 week) via the website https://smplucee.ukm.my/smpweb .
iv.	Early Registration is compulsory for all Postgraduate Student EXCEPT for students from Faculty of Medicine/Faculty of Dentistry (clinical program only), UKM-GSB and UKM Shape . Failing to register on the specified date will result in PTPTN payment being detained



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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 8388/8453/8452/8468 Email: akad@ukm.edu.my

Web: www.ukm.my/akademik

No.	Activities
	and a fine of RM50.00 will be imposed. 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 21st March 2022 (Postgraduate).
v.	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,



MUHAMAD 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
 - KMUKM President



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