



ACADEMIC CIRCULAR NO. 20a/2022

All Undergraduate and Postgraduate Students,

Dear Mr./Ms.,

EARLY COURSE/THESIS/DISSERTATION REGISTRATION FOR SEMESTER 1 OF THE 2022/2023 ACADEMIC SESSION AND COURSE TEACHING EVALUATION FOR SEMESTER 2 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 https://smplucee.ukm.my/smpweb . Students are advised not to disclose the NPP to prevent any unauthorized usage.	✓	✓
ii.	Students are required to: 1. Complete The Teaching and Supervision Evaluation taken in current semester. This evaluation can be accessed through https://www.ukm.my/sppp starting from 20th June – 10th July 2022 . Any enquiries please refer to Puan Nurazlinda Nurul Asri , nurazlinda@ukm.edu.my , Centre for Quality Assurance (UKM-Quality) . 2. 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 1 of the 2022/2023 Academic Session will be held on 20th June 2022 – 17th July 2022 (four weeks) via the website https://smplucee.ukm.my/smpweb .	✓	✓
iv.	Early Registration is compulsory for all Undergraduate and Postgraduate Student EXCEPT students from Doctor of Medicine & Clinical Doctor Programme, Faculty of Medicine AND Doctor of Dental Surgery & Doctor of Clinical Dentistry Programme, Faculty of Dentistry . Failing to register on the specified date will result in PTPTN payment being detained and a fine of RM50.00 will be imposed . Students who fail to register during the early registration period will only	✓	✓



CERTIFIED TO ISO 9001:2015

CERT. NO. QMS 01100

CERTIFIED TO ISO/IEC 27001:2013

CERT. NO. ISMS 00249

CENTRE FOR ACADEMIC MANAGEMENT (ACADEMIC UKM)

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

Tel.: +603-8911 8451/8457/8388/88452/8453 E-mail: akad@ukm.edu.my Web: www.ukm.my/akademik

No.	Activities	Under Graduate	Post Graduate
	be allowed to register courses for Semester 1 of the 2022/2023 Academic Session on 10th October 2022 (Undergraduate & Postgraduate) . 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 378th Faculty of Medicine Meeting.		
v.	Student selection process (18th – 24th July 2022) is subject to the faculty's requirement in selecting students eligible to register for a particular course.	✓	-
vi.	The result of Early Registration is available beginning 25th – 31st July 2022.	✓	-
vii.	Please be informed that the actual course registration for Semester 1 of the 2022/2023 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)
 - Director, Centre for Teaching & Curriculum Development (*Pengajaran-UKM*)
 - Director, Centre for Entrepreneurship and SME Development
 - Head, Student Finance Unit, Bursar's Office
 - Chief Assistant Registrar/Senior Assistant Registrar/Assistant Registrar Faculty/Institute/Centre
 - KMUKM President



CERTIFIED TO ISO 9001:2015

CERT. NO. QMS 01100

CERTIFIED TO ISO/IEC 27001:2013

CERT. NO. ISMS 00249

CENTRE FOR ACADEMIC MANAGEMENT (ACADEMIC UKM)

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

Tel.: +603-8911 8451/8457/8388/88452/8453 E-mail: akad@ukm.edu.my Web: www.ukm.my/akademik