



Ref. : UKM.AKA.100-1/3/5

Date : 27th May 2022

ACADEMIC CIRCULAR NO. 19a/2022

All Undergraduate Students and Postgraduate Students

Dear Mr./Ms.,

COURSE REGISTRATION FOR SEMESTER 3 OF THE 2021/2022 ACADEMIC SESSION

With reference to the above matter, please be informed that Semester 3 of the 2021/2022 Academic Session will be conducted starting from **8th August 2022 until 25th September 2022**. Therefore, all students are requested to read and take necessary action as stated below:

- i. Course Registration for Semester 3 of the 2021/2022 Academic Session will be conducted via <https://smplucee.ukm.my/smpweb> from **6th till 12th June 2022**. 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
 - 8. School of Liberal Studies
- iii. Information regarding the registration are as follows:

Date	Year	Activities	Venue
6 th – 12 th June 2022	All Years	Drop/ Add Courses	Via online to website https://smplucee.ukm.my/smpweb
8 th August 2022 – 11 th Sept. 2022	All Years	Course Withdrawal	
22 nd – 28 th August 2022	All Years	Course Registration Confirmation	
5 th – 11 th Sept. 2022	All Years	Examination Timetable Confirmation	



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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

- iv. Students with conditional past status ($1.00 \leq \text{PNGK} < 2.00$) in Semester 1, 2021/2022 Session are advised not to register course in Semester 3 2020/2021 Session.
- v. Terms of registration:
 1. Registration for Semester 3 2021/2022 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 28th August 2022 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 2022/2023) Cumulative Grade Point Average (CGPA).
 6. Period of study for Semester 3 2021/2022 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 2021/2022 Session.

2. Any enquires regarding the above matter can be sent via e-mail to smpweb@ukm.edu.my/akad@ukm.edu.my or walk-in to the Centre for Academic Management/ Faculty/Institute.

Thank you.

Yours sincerely,



MUHAMAD WALID OSMAN
Deputy Registrar
Centre for Academic Management

- c.c. - Deputy Vice-Chancellor (Academic and International)
- Dean, Faculty of Engineering and Built Environment
- Dean, Faculty of Economics and Management



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- 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
- Dean, School of Liberal Studies
- Director, Centre for Information Technology
- Director, Centre for Quality Assurance
- Director, Shaping Advanced and Professional Education Center (*UKMShape*)
- Director, Centre for Teaching & Curriculum Development (*Pengajaran-UKM*)
- Director, Centre for Entrepreneurship and SME Development
- Head, Student Finance Unit, Bursar's Office
- Chief Librarian
- Chief Assistant Registrar/Senior Assistant Registrar/Assistant Registrar
Faculty/Institute
- The President, *Kesatuan Mahasiswa Universiti Kebangsaan Malaysia (KMUKM)*



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