

ACADEMIC CIRCULAR NO. 31a/2026

All Undergraduate Students
The National University of Malaysia

Dear Mr./Ms.,

**REGISTRATION ADD/ DROP/ WITHDRAWAL AND COURSE REGISTRATION
CONFIRMATION UNDERGRADUATE STUDENTS FOR SEMESTER 1 ACADEMIC
SESSION 2026/2027**

I refer to the above matter.

2. All students are informed to review this circular and take the necessary action as stated below:

- 2.1. All activities related to Course Registration for Semester 1 Academic Session 2026/2027 will be conducted via <http://smplucee.ukm.my/smpweb>.
- 2.2. Student are not allowed to reveal the Student Registration Number (NPP) because it is confidential.
- 2.3. Information regarding the registration are as follows:

Date	Year	Activities
21.09.2026 – 27.09.2026	First (1) Year Only	Course Registration and Add/Drop Courses
28.09.2026 – 11.10.2026	All Years	Add / Drop Courses
12.10.2026 – 25.10.2026	All Years	Drop Courses
26.10.2026 – 22.11.2026	All Years	Course Withdrawal
16.11.2026 – 22.11.2026	All Years	Course Registration Confirmation

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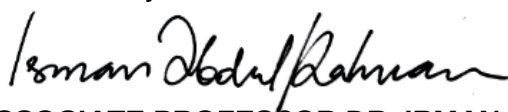


- 2.4. Existing Students who have not registered during the early registration period, penalty of RM50.00 will be recorded by Student Finance Unit automatically.
- 2.5. Student deferring registration in previous semester and register after **21st September 2026** will also be imposed a fine of RM50.00 and will be recorded by Student Finance Unit automatically.
- 2.6. Students are required to register courses not less than twelve (12) credits and not more than twenty (20) credits. Registration of less than twelve (12) credits or more than twenty (20) credits is only allowed with the approval of the dean of the faculty.
- 2.7. Students are required to confirm the courses registered in week eight (8) of the semester starting **16th until 22nd November 2026**.
- 2.8. Students are responsible:
 - 2.8.1. Register, check and verify all courses have been registered.
 - 2.8.2. Ensuring personal particulars are updated in SMPWeb every semester such as name, correspondence address, email address and identity card number.
 - 2.8.3. Aware of the latest notice and circulars posted on SMPWeb by Centre of Academic Management.
 - 2.8.4. Review Academic Reports to ensure graduation requirement are complete.

3. Any enquires regarding the above matter can be sent via e-mail to smpweb@ukm.edu.my / prasiswazah.akad@ukm.edu.my or please go to Academic UKM/Faculty/Centre for further action.

Thank you.

Your sincerely,



ASSOCIATE PROFESSOR DR. IRMAN BIN ABDUL RAHMAN
Director
Centre for Academic Management

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- c.c. - Deputy Vice-Chancellor
(Academic and International Affairs)
- Dean, Faculty of Economics and Management
 - Dean, Faculty of Education
 - Dean, Faculty of Islamic Studies
 - Dean, Faculty of Social Sciences and Humanities
 - Dean, Faculty of Law
 - Dean, Faculty of Pharmacy
 - Dean, Faculty of Dentistry
 - Dean, Faculty of Medicine
 - Dean, Faculty of Health Sciences
 - Dean, Faculty of Engineering and Built Environment
 - Dean, Faculty of Science and Technology
 - Dean, Faculty of Information Science and Technology
 - Dean, Faculty of Liberal Sciences
 - Director, Centre for Digital Technology (DigitalUKM)
 - Director, Centre for Quality Assurance (UKM-Quality)
 - Director, Centre for Shaping Advanced & Professional Education (UKMShape)
 - Head Revenue Division, Student Finance Unit, Bursar's Office
 - Chief Librarian
 - All Administrative Officers (Undergraduate Studies), Faculty
 - President
Kesatuan Mahasiswa Universiti Kebangsaan Malaysia (KMUKM)

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REGISTRATION ADD/ DROP/ WITHDRAWAL AND COURSE REGISTRATION CONFIRMATION

UNDERGRADUATE STUDENTS SEMESTER 1 ACADEMIC SESSION 2026/2027



INFORMATION AND FACILITIES FOR COURSE REGISTRATION:

All activities related to Course Registration for Semester 1 Academic Session 2026/2027 will be conducted ONLINE through the website
<http://smplucee.ukm.my/smpweb>.



DATE	YEAR	ACTIVITY
21.09.2026 – 27.09.2026	One (1) Year Only	Course Registration and Add/Drop Courses
28.09.2026 – 11.10.2026	All Years	Add/Drop Courses Only
12.10.2026 – 25.10.2026	All Years	Drop Courses Only
26.10.2026 – 22.11.2026	All Years	Withdraw from Courses Only
16.11.2026 – 22.11.2026	All Years	Course Registration Confirmation



WARNING! A PENALTY OF RM50 WILL BE IMPOSED ON STUDENTS WHO DO NOT COMPLETE EARLY REGISTRATION AND ON STUDENTS WHO HAD SUSPENDED THEIR REGISTRATION IN THE PREVIOUS SEMESTER AND REGISTER AFTER 21.09.2026. THE PENALTY WILL BE RECORDED AUTOMATICALLY BY THE STUDENT FINANCE UNIT.



STUDENTS ARE RESPONSIBLE FOR:

- ✓ Registering, reviewing, and confirming all courses that have been registered.
- ✓ Ensuring that personal information in SMPWeb is up to date every semester such as name spelling, correspondence address, email address and IC number.
- ✓ Always staying informed about the latest notices and circulars published by the Centre for Academic Management in SMPWeb.
- ✓ Checking the Academic Report to ensure that graduation requirements are fulfilled in a timely manner.



If you encounter any issues or have any questions regarding the above, please email us at smpweb@ukm.edu.my / prasiswazah.akad@ukm.edu.my or visit the Academic Management Centre/Faculty/Centre Counter for further assistance.



**COMPLY WITH THE DATES AND REGULATIONS.
ACT EARLY, AVOID PENALTIES!**

