

Teaching & Learning Guidelines
During Covid-19 Pandemic (Semester 2, 2019/2020)
Faculty of Built Environment and Surveying
(Faculty Academic Committee Meeting No.1/2020)

University Technology Malaysia

This is to inform that the Faculty through the Academic Committee Meeting No. 1/2020 has approved the **TEACHING & LEARNING GUIDELINES DURING COVID-19 PANDEMIC.**

Faculty has considered the statement by government regarding Movement Control Order (MCO) from 18 March – 14 April 2020,
the statement by Ministry of Higher Education (MoHE),
the statement by Malaysian Qualification Agency (MQA),
the statement by related Professional Bodies (MAPS, ILAM, LPBM, QSAC etc)
the decision of Senate University Meeting 25th March 2020,
UTM Academic Circular No.1/2020 & UTM Academic Circular No.2/2020,
and reference in FAQ V2.0 (<https://www.utm.my/covid19/faq/>)

Notes :

Please note that the guidelines is subject to any changes of government directive on MCO and the approval and further change from Senate University Committee.

FABU Teaching & Learning Guidelines (PG)

NON DESIGN COURSES CLASS
1 April – 31 May 2020



RELATED DESIGN COURSES CLASS
1 June – July 2020



FINAL EXAMINATION / ASSESSMENT
1 June – July 2020



MASTER PROJECT PRESENTATION
1 June – July 2020



DEFERMENT
SEM. 2, 2019/2020



DISTANCE / ONLINE LEARNING

Alternative distance/online learning classes starting 1st April 2020 until 31st May 2020. Refer your lecturer and Coordinator Programme.



FACE TO FACE SESSION / CLASS

Related design courses eg. laboratory work, crit face-to-face, studio, site visit, survey camp etc will conduct in face to face sessions. Student need to come back to campus on 1st June 2020. Unfinished courses will be carried out in Semester 3.



ONLINE FINAL EXAM / ASSESSMENT

Alternative online exam eg. Coursework assessment, take-home- test, open-book-test etc. Refer your lecturer and Coordinator Programme.



MASTER PROJECT

Presentation will be conduct face to face after 1st June 2020. If MCO extended, the faculty will reschedule presentation to be done online (subject to the need & suitability of the programme)



DEFERMENT

Student can apply deferment because of disaster/personal problem without counting the semester. Fill up the form, seek SV / Coordinator approval by email and submit the form to PG representative.

FABU Teaching & Learning Guidelines (PG)

**RESEARCH PROPOSAL DEFENSE
QUALIFICATION ASSESSMENT (FAST TRACK)**



RESEARCH PROPOSAL / PhD FAST TRACK PRESENTATION

Presentation of Research Proposal / Fast Track Assessment are postponed throughout the semester. It will be conducted next semester.

ORAL EXAMINATION (VIVA-VOCE)



VIVA-VOCE

Viva-voce are postponed throughout MCO period. A viva will be conducted through video conferencing / online after the MCO upon approval from all parties involved (subject to SPS rules and guidelines).

**RESEARCH PROGRESS PRESENTATION
PROGRESS REPORT ONLINE SUBMISSION**



PROGRESS PRESENTATION

Progress Presentation are postponed throughout the semester. It will be conducted next semester. However students are compulsory to submit Progress Report Online **26th April – 21st May 2020**.

**ADDITIONAL SEMESTER FOR
FINAL SEMESTER & EXAMINATION STATUS
STUDENT**



ADDITIONAL SEMESTER FOR RESEARCH STUDENT

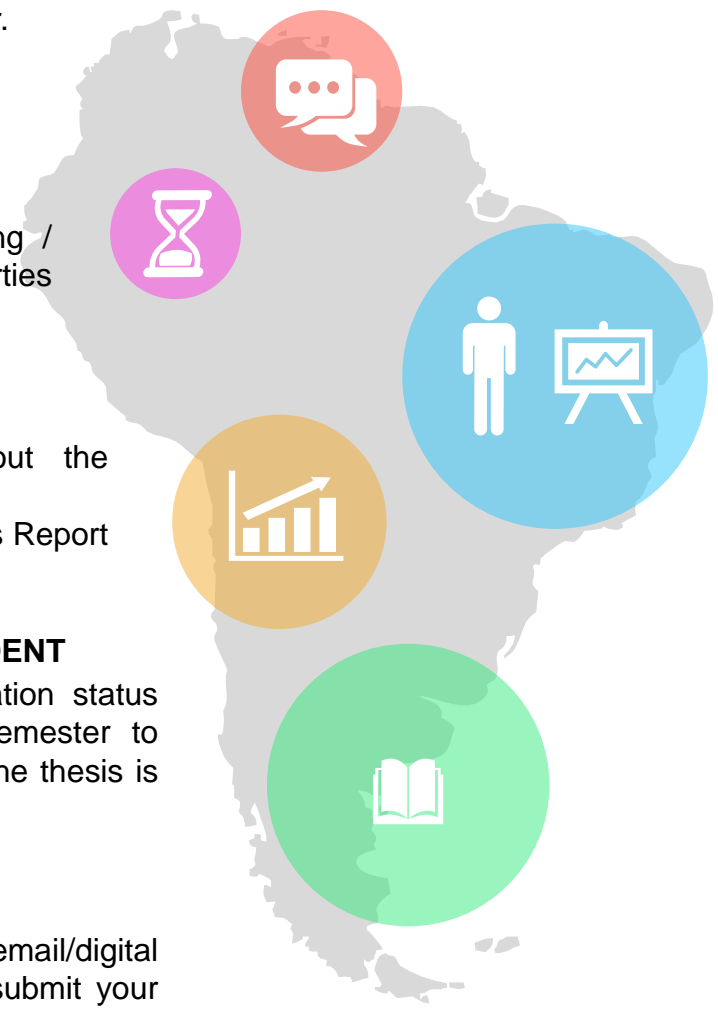
Students in the final semester and with examination status (thesis correction) will be given an additional semester to complete their thesis. The deadline for submitting the thesis is on the last working day of Semester I 2020/2021.

THESIS SUBMISSION



THESIS SUBMISSION ONLINE

Students can submit by getting approval from SV by email/digital signature in the form. Complete all related forms, submit your thesis in word and pdf format and email to PG Office PIC.



AMENDMENT ACADEMIC CALENDAR 2019/2020



**PINDAAN KALENDAR
AKADEMIK SESI
2019/2020 (SARJANA MUDA DAN
PASCASISWAZAH) EDISI 3
AMENDMENT OF ACADEMIC CALENDAR
FOR SESSION 2019/2020 (BACHELOR DEGREE AND
POSTGRADUATE) 3RD EDITION**

**9 FEB -
17 MAC
2020**

**KULIAH
LECTURES**

**18 - 31
MAC
2020**

**CUTI PERTENGAHAN
SEMESTER II
MID-SEMESTER BREAK
FOR SEMESTER II**

**1 APRIL -
22 MEI
2020**

**KULIAH (PEMBELAJARAN
DALAM TALIAN
LECTURES (ONLINE
LEARNING)**

**24 - 31
MEI
2020**

**CUTI HARI RAYA
AIDILFITRI
AIDILFITRI BREAK**

**31 MEI -
3 JUL
2020**

**KULIAH
LECTURES**

**5 - 24
JUL
2020**

**PEPERIKSAAN AKHIR
FINAL EXAMINATION**

**26 JUL -
2 OKT
2020**

**SEMESTER III /
CUTI AKHIR SEMESTER
SEMESTER III/
FINAL SEMESTER BREAK**

<https://academicmanagement.utm.my/services/academic-calendar/>



**PINDAAN KALENDAR
AKADEMIK SESI
2019/2020 (SARJANA MUDA DAN
PASCASISWAZAH) EDISI 3
AMENDMENT OF ACADEMIC CALENDAR
FOR SESSION 2019/2020 (BACHELOR DEGREE AND
POSTGRADUATE) 3RD EDITION**

**NOTA TAMBAHAN :
ADDITIONAL NOTES :**

1

**TAMBAHAN TEMPOH SEMESTER
(31 MEI - 3 JULAI 2020) TANPA
TAMBAHAN JAM BELAJAR
PELAJAR (JBP)
ADDITIONAL PERIOD OF
SEMESTER 31 MAY - 3 JULY)
WITH NO ADDITIONAL STUDENT
LEARNING TIME (SLT)**

2

**FLEKSIBILITI MINGGU ULANGKAJI
PADA 28 JUN - 3 JULAI 2020
(MENGIKUT KEPERLUAN)
FLEXIBILITY ON REVISION WEEK
FROM 28 JUN - 3 JULY 2020
(IF NEEDED)**

3

**DILULUSKAN SENAT,
2 APRIL 2020
APPROVED BY SENATE,
2 APRIL 2020**

4

**DIGUNAPAKAI KETIKA
PANDEMIK COVID-19
APPLIED WITHIN
PANDEMIK COVID-19**

<https://academicmanagement.utm.my/services/academic-calendar/>

KALENDAR AKADEMIK SEMESTER II 2019/2020
BAGI PELAJAR SARJANA MUDA DAN PASCASISWAZAH
MENGIKUT MINGGU PERKULIAHAN DAN HARI EFERTIF - EDISI 3

LAMPIRAN I

Minggu	Tarikh (JB)	Bil. Hari	Tarikh (KL)	Bil. Hari	Aktiviti	Catatan	
Minggu 1	9 - 18 Feb 2020	5	10 - 14 Feb 2020	5	Kuliah Semester II (Bahagian Pertama) (5 minggu 3 hari)		
Minggu 2	16 - 20 Feb 2020	5	17 - 21 Feb 2020	5			
Minggu 3	23 - 27 Feb 2020	5	24 - 28 Feb 2020	5			
Minggu 4	1 - 5 Mac 2020	5	2 - 6 Mac 2020	5			
Minggu 5	8 - 12 Mac 2020	5	9 - 13 Mac 2020	5			
Minggu 6	15 - 17 Mac 2020	3	16 - 17 Mac 2020	2			
	18 - 19 Mac 2020	2	18 - 20 Mac 2020	3	Cuti Pertengahan Semester II (2 minggu/10 hari) PKP Covid-19	28 Mac 2020 (Isnin) Hari keputeraan Sultan Johor (JB sahaja)	
Minggu 7	22 - 26 Mac 2020	5	23 - 27 Mac 2020	5			
Minggu 8	29 - 31 Mac 2020	3	30 - 31 Mac 2020	2			
	1 - 2 April 2020	2	1-3 April 2020	3	Kuliah Semester II (Bahagian Kedua) (7 minggu 3 hari)		
Minggu 9	5 - 9 April 2020	5	6 - 10 April 2020	5			
Minggu 10	12 - 16 April 2020	5	13 - 17 April 2020	5			
Minggu 11	19 - 23 April 2020	5	20 - 24 April 2020	5		24 April 2020 (Jumaat) Awal Ramadhan (JB Sahaja)	
Minggu 12	26 - 30 April 2020	4	27 April - 1 Mei 2020	5		1 Mei 2020 (Jumaat) Hari Pekerja	
Minggu 13	3 - 7 Mei 2020	4	4 - 8 Mei 2020	4		7 Mei 2020 (Khamis) Hari Wesak	
Minggu 14	10 - 14 Mei 2020	5	11 - 15 Mei 2020	4		10 Mei 2020 (Ahad) Hari Nuzul Al-Quran (KL Sahaja)	
Minggu 15	17 - 21 Mei 2020	5	18 - 22 Mei 2020	5			
Minggu 16	24 - 30 Mei 2020	3	25 - 31 Mei 2020	3		Cuti Aidilfitri (1 minggu)	24 & 25 Mei 2020 (Ahad & Isnin) Hari Raya Aidilfitri
Minggu 17	31 Mei - 4 Jun 2020	5	1 - 5 Jun 2020	5		Kuliah Semester II (Bahagian Ketiga) (5 minggu)	
Minggu 18	7 - 11 Jun 2020	5	8 - 12 Jun 2020	5			
Minggu 19	14 - 18 Jun 2020	5	15 - 19 Jun 2020	5			

KALENDAR AKADEMIK SEMESTER II 2019/2020
BAGI PELAJAR SARJANA MUDA DAN PASCASISWAZAH
MENGIKUT MINGGU PERKULIAHAN DAN HARI EFEKTIF - EDISI 3

LAMPIRAN I

Minggu	Tarikh (JB)	Bil. Hari	Tarikh (KL)	Bil. Hari	Aktiviti	Catatan	
Minggu 1	9 - 13 Feb 2020	5	10 - 14 Feb 2020	5	Kuliah Semester II (Bahagian Pertama) (5 minggu 3 hari)		
Minggu 2	16 - 20 Feb 2020	5	17 - 21 Feb 2020	5			
Minggu 3	23 - 27 Feb 2020	5	24 - 28 Feb 2020	5			
Minggu 4	1 - 5 Mac 2020	5	2 - 6 Mac 2020	5			
Minggu 5	8 - 12 Mac 2020	5	9 - 13 Mac 2020	5			
Minggu 6	15 - 17 Mac 2020	3	16 - 17 Mac 2020	2		Cuti Pertengahan Semester II (2 minggu/10 hari) PKP Covid-19	
	18 - 19 Mac 2020	2	18 - 20 Mac 2020	3	23 Mac 2020 (Isnin) Hari keputeraan Sultan Johor (JB sahaja)		
Minggu 7	22 - 26 Mac 2020	5	23 - 27 Mac 2020	5			
Minggu 8	29 - 31 Mac 2020	3	30 - 31 Mac 2020	2	Kuliah Semester II (Bahagian Kedua) (7 minggu 3 hari)		
	1 - 2 April 2020	2	1-3 April 2020	3			
Minggu 9	5 - 9 April 2020	5	6 - 10 April 2020	5			
Minggu 10	12 - 16 April 2020	5	13 - 17 April 2020	5			
Minggu 11	19 - 23 April 2020	5	20 - 24 April 2020	5		24 April 2020 (Jumaat) Awal Ramadhan (JB Sahaja)	
Minggu 12	26 - 30 April 2020	4	27 April - 1 Mei 2020	5		1 Mei 2020 (Jumaat) Hari Pekerja	
Minggu 13	3 - 7 Mei 2020	4	4 - 8 Mei 2020	4		7 Mei 2020 (Khamis) Hari Wesak	
Minggu 14	10 - 14 Mei 2020	5	11 - 15 Mei 2020	4		10 Mei 2020 (Ahad) Hari Nuzul Al-Quran (KL Sahaja)	
Minggu 15	17 - 21 Mei 2020	5	18 - 22 Mei 2020	5			
Minggu 16	24 - 30 Mei 2020	3	25 - 31 Mei 2020	3		Cuti Aidilfitri (1 minggu)	24 & 25 Mei 2020 (Ahad & Isnin) Hari Raya Aidilfitri
Minggu 17	31 Mei - 4 Jun 2020	5	1 - 5 Jun 2020	5		Kuliah Semester II (Bahagian Ketiga) (5 minggu)	
Minggu 18	7 - 11 Jun 2020	5	8 - 12 Jun 2020	5			
Minggu 19	14 - 18 Jun 2020	5	15 - 19 Jun 2020	5			

**KALENDAR AKADEMIK SEMESTER II 2019/2020
BAGI PELAJAR SARJANA MUDA DAN PASCASISWAZAH
MENGIKUT MINGGU PERKULIAHAN DAN HARI EFERTIF - EDISI 3**

LAMPIRAN I

Minggu	Tarikh (JB)	Bil. Hari	Tarikh (KL)	Bil. Hari	Aktiviti	Catatan
Minggu 20	21 - 25 Jun 2020	5	22 - 26 Jun 2020	5	Kuliah Semester II (Bahagian Ketiga) (5 minggu)	
Minggu 21	28 Jun - 2 Julai 2020	5	29 Jun - 3 Julai 2020	5		
Minggu 22	5 - 9 Julai 2020	5	6 - 10 Julai 2020	5	Peperiksaan Akhir Semester II (3 minggu)	
Minggu 23	12 - 16 Julai 2020	5	13 - 17 Julai 2020	5		
Minggu 24	19 - 23 Julai 2020	5	20 - 24 Julai 2020	5		
Minggu 25	26 - 30 Julai 2020	5	27 - 31 Julai 2020	4	Cuti Panjang Akhir Semester II (10 minggu)	31 Julai 2020 (Jumaat) Hari Raya Haji
Minggu 26	2 - 6 Ogos 2020	5	3 - 7 Ogos 2020	5		
Minggu 27	9 - 13 Ogos 2020	5	10 - 14 Ogos 2020	5		
Minggu 28	16 - 20 Ogos 2020	4	17 - 21 Ogos 2020	4		20 Ogos 2020 (Khamis) Awal Muharram
Minggu 29	23 - 27 Ogos 2020	5	24 - 28 Ogos 2020	5		
Minggu 30	30 Ogos - 3 Sept 2020	4	31 Ogos - 4 Sept 2020	4		31 Ogos 2020 (Isnin) Hari Kebangsaan
Minggu 31	6 - 10 Sept 2020	5	7 - 11 Sept 2020	5		
Minggu 32	13 - 17 Sept 2020	5	14 - 18 Sept 2020	5		
Minggu 33	20 - 24 Sept 2020	5	21 - 25 Sept 2020	5		
Minggu 34	27 Sept - 1 Okt 2020	5	28 Sept - 2 Okt 2020	5		

Implikasi:

1. Tambahan tempoh Semester dari 31 Mei hingga 3 Julai 2020 tanpa tambahan jam belajar pelajar (SLT)
2. Fleksibiliti Minggu Ulangkaji pada 28 Jun hingga 3 Julai 2020 (mengikut keperluan)
3. Kalendar ini khas untuk Semester II 2019/2020 digunapakai ketika pandemik Covid-19 sahaja
4. Dihiluskan Senat pada 2 April 2020.



WORK SCHEDULE

FOR RESEARCH STUDENT

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2019/2020 ACADEMIC SESSION

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB) 10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Research/ Course for Semester II, 2019/2020 Session <i>(ONLINE)</i>	2 weeks	Week 1 – 2	5 – 21 Feb 2020		https://my.utm.my Thaipusam 8 Feb 2020
2.	Student start & continue their Research	12 weeks	Week 1 – 12	9 Feb – 30 Apr 2020		Birthday of The Sultan Johor (JB Only) 23 Mar 2020
3.	Application for Reduction and Exemption Tuition Fees	12 weeks	Week 1 – 12	9 Feb – 30 Apr 2020	10 Feb – 30 Apr 2020	Ramadan Begins 24 Apr 2020 (Johor)
4.	Deadline for Registration of Courses <i>(ONLINE)</i>	1 week	Week 2	21 Feb 2020 5.00 pm		https://my.utm.my
5.	Late Registration of Research/ Course <i>(WITH PENALTY)</i>	1 week	Week 3	23 – 27 Feb 2020	24 – 28 Feb 2020	A penalty of RM100.00 for each course will be imposed for late registration/ amendments.
6.	Deadline for Late Registration of Research/ Course <i>(WITH PENALTY)</i>	-	Week 3	27 Feb 2020 3.30 pm	28 Feb 2020 5.00 pm	
7.	Amendments of Research/ Course Registration <i>(ONLINE)</i>	1 week	Week 4	1 – 5 Mar 2020		https://my.utm.my
8.	Deadline of Amendments of Research/ Course Registration <i>(ONLINE)</i>	-	Week 4	5 Mar 2020 5.00 pm		https://my.utm.my
9.	Amendments of Research/ Course Registration <i>(WITH PENALTY)</i>	1 week	Week 5	8 – 12 Mar 2020	9 – 13 Mar 2020	A penalty of RM100.00 for each course will be imposed for late registration/ amendments.
10.	Deadline for Amendments of Research/ Course Registration <i>(WITH PENALTY)</i>	-	Week 5	12 Mar 2020 3.30 pm	13 Mar 2020 5.00 pm	
11.	Course Withdrawal (TD)	7 weeks	Week 6 – 12	15 Mar – 30 Apr 2020	16 Mar – 30 Apr 2020	Ramadan Begins 24 Apr 2020 (Johor)
12.	Faculty Check and Remind Students Who Did Not Register Any Courses	7 weeks	Week 6 – 13	15 Mar – 6 May 2020	16 Mar – 8 May 2020	Wesak Day 7 May 2020

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2019/2020 ACADEMIC SESSION

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB) 10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
13.	Application for Deferment or Withdrawal From Programme	9 weeks	Week 7 – 14	22 Mar – 14 May 2020	23 Mar – 15 May 2020	
14.	Deadline for Application of Reduction and Exemption Tuition Fees Deadline	-	Week 12	30 Apr 2020 3.30 pm	30 Apr 2020 5.00 pm	Applications will not be accepted after this date.
15.	Mid Semester Break, Semester II, 2019/2020 Session	2 weeks	Week 7 - 8	18 – 31 Mar 2020	18 – 31 Mar 2020	
16.	Deadline for Course Withdrawal (TD)	-	Week 12	30 Apr 2020 3.30 pm	30 Apr 2020 5.00 pm	Applications for course withdrawal will not be accepted after this date. A penalty of RM100.00 for each course will be imposed for TD.
17.	Submission of Progress Report	4 Weeks	Week 12 – 15	26 Apr – 21 May 2020	27 Apr – 22 May 2020	Labour Day 1 May 2020 (KL Only) *3 May 2020 (JB Only) Wesak Day 7 May 2020 Nuzul Al Quran (KL Only) 10 & 11 May 2020 Application for Notification Thesis Submission are THREE (3) months before the Expected Date of Thesis Submission
18.	Deadline for Application for Deferment or Withdrawal From Programme	-	Week 14	14 May 2020 3.30 pm	15 May 2020 5.00 pm	

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR FULL RESEARCH STUDENTS
FOR 2019/2020 ACADEMIC SESSION

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB) 10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
19.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	1 week	Week 15	17 – 21 May 2020	18 – 22 May 2020	
20.	Final date for Submission of Progress Report	-	Week 15	21 May 2020 3.30 pm	22 May 2020 5.00 pm	
21.	Evaluation of Progress Report by Supervisor	2 Weeks	Week 17 – 18	31 May – 11 June 2020	1 – 12 June 2020	
22.	Deadline for Evaluation of Progress Report by Supervisor	-	Week 18	11 June 2020	12 June 2020	
23.	Final date for submission of thesis/dissertation	-	-	1 Oct 2020		
24.	Registration of Research/ Course for Semester I, 2020/2021 Session <i>(ONLINE)</i>	2 Weeks	Week 1 – 3	7 – 22 Oct 2020		https://my.utm.my

** Subject to change*

Prepared by :

Academic Management Division (AMD),
 Department of the Deputy Vice-Chancellor (Academic & International)

Date updated : 2 April 2020



WORK SCHEDULE

FOR TAUGHT COURSE STUDENT

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2019/2020 ACADEMIC SESSION

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB) 10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Semester II, 2019/2020 Session (<i>ONLINE</i>)	2 weeks	Week 1 – 2	5 – 21 Feb 2020		https://my.utm.my Thaipusam 8 Feb 2020
2.	Semester II, 2019/2020 Session Lectures (Part 1)	7 weeks	Week 1 – 6	9 Feb – 17 Mar 2020	10 Feb – 17 Mar 2020	Birthday of The Sultan Johor (JB Only) 23 Mar 2020
3.	Application for Reduction and Exemption Tuition Fees	12 weeks	Week 1 – 12	9 Feb – 30 Apr 2020	10 Feb – 30 Apr 2020	Ramadan Begins 24 Apr 2020 (Johor)
4.	Deadline for Registration of Courses (<i>ONLINE</i>)	1 week	Week 2	21 Feb 2020 5.00 pm		https://my.utm.my
5.	Late Registration of Courses (WITH PENALTY)	1 week	Week 3	23 – 27 Feb 2020	24 – 28 Feb 2020	A penalty of RM100.00 for each course will be imposed for late registration/amendments.
6.	Deadline for Late Registration of Courses (WITH PENALTY)	-	Week 3	27 Feb 2020 3.30 pm	28 Feb 2020 5.00 pm	
7.	Amendments of Course Registration (<i>ONLINE</i>)	1 week	Week 4	1 – 5 Mar 2020		https://my.utm.my
8.	Deadline of Amendments of Course Registration (<i>ONLINE</i>)	-	Week 4	5 Mar 2020 5.00 pm		https://my.utm.my
9.	Amendments of Courses Registration (WITH PENALTY)	1 week	Week 5	8 – 12 Mar 2020	9 – 13 Mar 2020	A penalty of RM100.00 for each course will be imposed for late registration/amendments.
10.	Deadline for Amendments of Courses Registration (WITH PENALTY)	-	Week 5	12 Mar 2020 3.30 pm	13 Mar 2020 5.00 pm	
11.	Course Withdrawal (TD)	7 weeks	Week 6 – 12	15 Mar – 30 Apr 2020	16 Mar – 30 Apr 2020	Ramadan Begins 24 Apr 2020 (Johor)
12.	Faculty Check and Remind Students Who Did Not Register Any Courses	8 weeks	Week 6 – 13	15 Mar – 6 May 2020	16 Mar – 8 May 2020	Wesak Day 7 May 2020

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2019/2020 ACADEMIC SESSION

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB) 10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
13.	Application for Deferment or Withdrawal From Programme	9 weeks	Week 7 – 14	22 Mar – 14 May 2020	23 Mar – 15 May 2020	
14.	Deadline for Application of Reduction and Exemption Tuition Fees Deadline	-	Week 12	30 Apr 2020 3.30 pm	30 Apr 2020 5.00 pm	Applications will not be accepted after this date.
15.	Mid Semester Break, Semester II, 2019/2020 Session	2 weeks	Week 7 - 8	18 – 31 Mar 2020	18 – 31 Mar 2020	
16.	Continuation of Semester II, 2019/2020 Session Lectures (Part 2) - Online learning	8 weeks	Week 8 – 15	1 Apr – 22 May 2020	1 Apr – 23 May 2020	<p>Ramadan Begins 24 Apr 2020 (Johor)</p> <p>Labour Day 1 May 2020 (KL Only) 3 May 2020 (JB Only)</p> <p>Wesak Day 7 May 2020</p> <p>Nuzul Al Quran (KL Only) 10 & 11 May 2020</p>
17.	Deadline for Course Withdrawal (TD)	-	Week 12	30 Apr 2020 3.30 pm	30 Apr 2020 5.00 pm	<p>Applications for course withdrawal will not be accepted after this date.</p> <p>A penalty of RM100.00 for each course will be imposed for TD.</p>

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2019/2020 ACADEMIC SESSION

SEMESTER II						
9 FEBRUARY 2020 – 1 OCTOBER 2020 (UTM JB) 10 FEBRUARY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
18.	Deadline for Application for Deferment or Withdrawal From Programme	-	Week 14	14 May 2020 3.30 pm	15 May 2020 5.00 pm	
19.	AMD Issues Termination Letter For Students Who Did Not Register Any Courses	1 week	Week 15	17 – 21 May 2020	18 – 22 May 2020	
20.	Additional Period of Semester II, 2019/2020 Session	5 weeks	Week 17 - 21	31 May – 2 July 2020	1 June – 3 July 2020	No additional Student Learning Time (SLT)
21.	Revision Week	1 week	Week 21	28 June – 3 July 2020		
22.	Final Examination for Semester II, 2019/2020 Session	3 weeks	Week 22 - 24	5 – 24 July 2020		
23.	Final Break Semester II, 2019/2020 Session	10 weeks	Week 25 – 34	26 July – 2 Oct 2020	27 July – 3 Oct 2020	Eid Al- Adha 31 July 2020 (KL Only) 2 Aug 2020 (JB Only) Awal Muharam 20 Aug 2020 National Day 31 Aug 2020
24.	Final date for submission of dissertation	-	-	1 Oct 2020		
25.	Registration of Courses for Semester I, 2020/2021 Session (ONLINE)	2 Weeks	Week 1 – 3	7 – 22 Oct 2020		https://my.utm.my

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2019/2020 ACADEMIC SESSION

SHORT SEMESTER (10 WEEKS)						
26 JULY 2020 – 1 OCTOBER 2020 (UTM JB) 27 JULY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
1.	Registration of Courses for Short Semesters, 2019/2020 Session <i>(ONLINE)</i>	2 days	-	2 – 4 Aug 2020		https://my.utm.my
2.	Deadline for Registration of Courses <i>(ONLINE)</i>	-	-	4 Aug 2020 5.00 pm		https://my.utm.my
3.	Lectures for Short Semester, 2019/2020 Session	8 Weeks	Week 1 – 8	3 Aug – 24 Sep 2020	3 Aug – 25 Sep 2020	Eid Al- Adha* 31 July 2020 (KL Only) 2 Aug 2020 (JB Only) Awal Muharam 20 Aug 2020
4.	Late Registration of Courses Begins (WITH PENALTY)	1 Week	Week 1	5 – 6 Aug 2020	6 – 7 Aug 2020	A penalty of RM100.00 for each course will be imposed for late registration/ amendments
5.	Deadline for Late Registration of Courses (WITH PENALTY)	-	Week 1	6 Aug 2020 3.30 pm	7 Aug 2020 5.00 pm	
6.	Amendments of Course Registration <i>(ONLINE)</i>	1 Week	Week 2	9 - 13 Aug 2020	10 - 14 Aug 2020	https://my.utm.my
7.	Deadline for Amendments Of Course Registration <i>(ONLINE)</i>	-	Week 2	14 Aug 2020 5.00 pm		https://my.utm.my

UNIVERSITI TEKNOLOGI MALAYSIA
WORK SCHEDULE FOR COURSE REGISTRATION, APPLICATION FOR AWARD OF DEGREE AND EXAMINATION
FOR TAUGHT COURSE AND TAUGHT COURSE & RESEARCH STUDENTS (MIXED MODE)
FOR 2019/2020 ACADEMIC SESSION

SHORT SEMESTER (10 WEEKS)						
26 JULY 2020 – 1 OCTOBER 2020 (UTM JB) 27 JULY 2020 – 2 OCTOBER 2020 (UTM KL)						
NO.	PROGRAMME	DURATION	WEEK	CAMPUS		REMARKS
				JOHOR BAHRU	KUALA LUMPUR	
8.	Course Withdrawal (TD)	2 Weeks	Week 3 – 4	16 – 27 Aug 2020	17 – 28 Aug 2020	Awal Muharam 20 Aug 2020
9.	Deadline of Course Withdrawal (TD)	-	Week 4	27 Aug 2020 3.30 pm	28 Aug 2020 5.00 pm	Applications for course withdrawal will not be accepted after this date. A penalty of RM100.00 for each course will be imposed for TD.
10.	Final Break for Short Semester, 2019/2020 Session	1 Week	-	27 Sep – 1 Oct 2020	28 Sep – 2 Oct 2020	
11.	Registration of Courses for Semester I, 2020/2021 Session <i>(ONLINE)</i>	2 Weeks	Week 1 – 3	7 – 22 Oct 2020		https://my.utm.my

* *Subject to change*

Prepared by :
 Academic Management Division (AMD),
 Department of the Deputy Vice-Chancellor (Academic & International)

Date updated : 2 April 2020



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