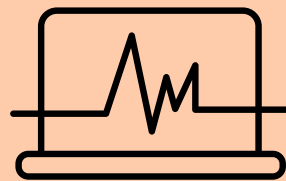


PENDAFTARAN KURSUS 2023/2024-2

1. DAFTAR KURSUS

Pelajar tidak dibenarkan mengikuti mana-mana kelas jika tidak mendaftar kursus melalui portal SMP



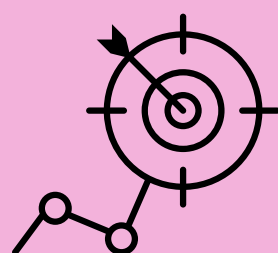
2. PELAJAR BERHUTANG

Pelajar yang tidak menjelaskan hutang/yuran, tidak dibenarkan membuat pendaftaran kursus.



3. LUAR TEMPOH

Pendaftaran Kursus diluar tempoh pendaftaran adalah **TIDAK DIBENARKAN**



4. PENASIHAT AKADEMIK (PA)

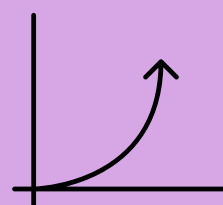
Pelajar perlu berbincang & mendapat persetujuan PA sebelum membuat pendaftaran kursus



5. KEPERLUAN KREDIT

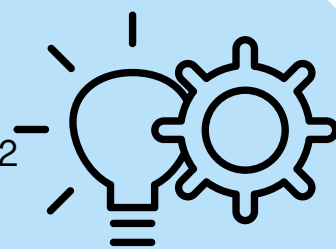
Kredit minimum = 12 jam kredit
Kredit Maksimum = 20 jam kredit

Pelajar semester akhir/tajaan MSN dibenarkan mendaftar kursus <12 jam kredit



6. GUGUR NAMA

Pelajar yang tidak membuat pendaftaran berterusan dalam SMP selepas minggu ke-2 akan digugurkan nama dari daftar pelajar UPM. (Perkara 12 - AUKU)



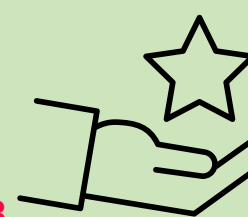
7. SLIP PENDAFTARAN

Pelajar hendaklah menyemak dan mencetak slip pendaftaran kursus serta mendapatkan pengesahan PA sebagai rujukan setelah pendaftaran kursus dilengkapkan.





8. IMPLIKASI

Sebarang implikasi berkaitan pendaftaran yang tidak mengikut peraturan dan tempoh yang ditetapkan adalah **TANGGUNGJAWAB PELAJAR SENDIRI**



TARIKH PENTING !!!

	<p>PENDAFTARAN KURSUS TANPA DENDA 18 hingga 29/03/2024 (10 Hari) Hanya kepada pelajar yang telah membuat pendaftaran kursus pada minggu 12-14 dan pendaftaran selepas Senat mengumumkan keputusan peperiksaan akhir).</p> <p>18 hingga 22/03/2024 (5 Hari) (Hanya kepada pelajar yang tidak membuat pendaftaran kursus pada minggu 12-14 dan pendaftaran selepas Senat mengumumkan keputusan peperiksaan akhir).</p>
	<p>PENDAFTARAN KURSUS LEWAT DENGAN DENDA 25 hingga 29/03/2024 (5 Hari). bagi pelajar yang tidak membuat pendaftaran kursus dalam tempoh yang ditetapkan</p>
	<p>GUGUR KURSUS DENGAN DENDA 01/04/2024 hingga 03/05/2024 Semua Pelajar)</p>

KADAR BAYARAN DENDA

Gugur Kursus

Perkara 10 (c) Perkara Akademik 2003

RM 50.00 Kursus

Pendaftaran Kursus Lewat

Perkara 10 (c) Perkara Akademik 2003

RM 50.00 Kursus

Rayuan Setelah Nama digugurkan

Perkara 14 Perkara Akademik 2003

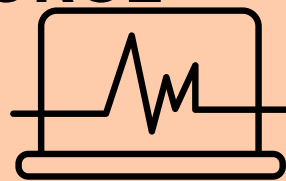
RM 100.00

REGISTRATION COURSE

2023/2024-2

1. REGISTRATION COURSE

Students are not allowed to attend any lectures/classes without first registering for the course through SMP Portal.



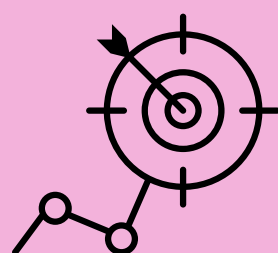
2. STUDENT DEBT

Students who do not settle the debt/fee, are not allowed to register for the course



3. OFF-PERIOD

Course registration outside the stipulated registration period is **NOT ALLOWED**



4. ACADEMIC ADVISOR (PA)

A student who wishes to make a course enrollment should consult with an **ACADEMIC ADVISOR (PA)** and should get the approval of his academic advisor before the student makes a course registration

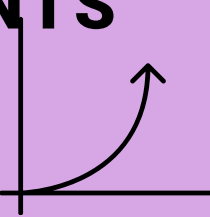


5. CREDIT REQUIREMENTS

The minimum credit = 12

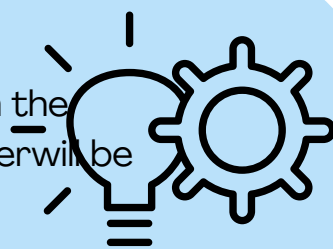
The Maximum credit = 20

For Final Semester students & MSN sponsored students course registration is allowed to register < 12 credits



6. DROP NAME

1. Students who do not register course in the SMP after the second week of the semester will be dropped from the UPM student register.
(Matter 12 - AUKU)



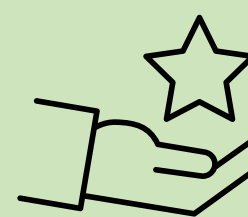
7. REGISTRATION SLIP

Students need to print the course registration slip, check and obtain PA confirmation as a reference once the course registration is completed






8. IMPLICATIONS

Any implications related to registration that do not follow the rules and periods set are **RESPONSIBILITY'S OWN STUDENTS**



THE IMPORTANT DATES !!!

	<p>Registration Course Without Fines</p> <p>18 until 29/03/2024 (10 Days) Only to students who have registered for courses in weeks 12-14 and course registration after the Senate announces the final exam results.</p> <p>18 until 22/03/2024 (5 Days) Only to students who do not register for courses in weeks 12-14 and enrollment after the Senate announces the final exam results.</p>
	<p>Late Registration Course (With Fines)</p> <p>25 until 29/03/2024 (5 Days). For students who do not register for courses within the stipulated period.</p>
	<p>Drop Course (With Fines)</p> <p>01/04/2024 until 03/05/2024 All Student</p>

PAYMENT RATE

Drop Courses

Matter 10 (c) Academic matters 2003

RM 50.00 / course

Late Course Registration

Matter 10 (c) Academic Matters 2003

RM 50.00 /course

Reinstatement

Matter 14 Academic Matters 2003

RM 100.00