

**TARIKH PENTING BAGI SEMUA CALON PASCASISWAZAH, FAKULTI PENDIDIKAN
SEMESTER I, SESI 2018/2019**
*IMPORTANT DATES FOR ALL POSTGRADUATE STUDENTS, FACULTY OF EDUCATION
SEMESTER I, 2018/2019 SESSION*

Kuliah (Lectures)	8 minggu (8 weeks)	10 September – 4 November 2018 (10 September – 4 November 2018)
Cuti Pertengahan Semester I (Mid-Semester I Break)	1 minggu (1 week)	5 – 11 November 2018 (5 - 11 November 2018)
Kuliah (Lectures)	6 minggu (6 weeks)	12 November – 23 Disember 2018 (12 November – 23 December 2018)
Minggu Ulangkaji (Revision week)	1 minggu (1 week)	24 Disember 2018 – 1 Januari 2019 (24 December 2018 – 1 January 2019)
Peperiksaan Akhir Semester I (Final Examination Semester I)	3 minggu (3 weeks)	2 – 20 Januari 2019 (2 – 20 January 2019)
Cuti Semester I (Semester I Break)	4 minggu (4 weeks)	21 Januari – 17 Februari 2019 (21 January – 17 February 2019)

TARIKH (Date)	AKTIVITI (Activities)	CATANAN (Note)
BAGI CALON BARU (NEW POSTGRADUATE CANDIDATES)		
<u>PENDAFTARAN</u> (REGISTRATION)		
3 – 7 September 2018 (3 – 7 September 2018)	Pendaftaran calon baru (Registration for new candidates) *Pendaftaran berpusat di Institut Pengajian Siswazah (IPS) pada 5 September 2018, Jam 9.00 pagi – 12.00 tengahari di Dewan Refflesia, IPS *Registration at the Institute of Graduate Studies (IGS) on the 5 September 2018 from 9.00am – 12.00 noon at Refflesia Hall, IGS	Pendaftaran calon di Institut Pengajian Siswazah (IPS) dan mendaftar atas talian https://pgregistration.um.edu.my <i>Registration for new postgraduate candidates at Institute of Graduate Studies (IGS) and online registration at</i> https://pgregistration.um.edu.my
	Mendaftar akaun myum (portal pelajar) (Registration for myum (student portal) account) Mendaftar akaun Siswa Mail (Register for Siswa Mail account)	http://myum.um.edu.my http://siswa.um.edu.my
24 – 28 September 2018 (24 – 28 September 2018)	Pengesahan pendaftaran <i>Confirmation of registration</i>	Calon / candidates
<u>TAMBAH DAN GUGUR KURSUS</u> (ADD AND DROP COURSE[S])		
3 – 21 September 2018 (3 – 21 September 2018)	Tambah /gugur kursus - yuran tidak akan dikenakan sekiranya gugur kursus dalam tempoh ini) <i>Add/drop course(s)</i> - <i>tuition fees will not be charged for courses dropped during this period</i>	http://pgregistration.um.edu.my (untuk mendaftar kursus) (to register for courses)
24 September – 26 Oktober 2018 (24 September – 26 October 2018)	Gugur kursus sahaja - yuran dikenakan <i>Drop course(s) only</i> - <i>tuition fees will be charged</i>	Isi borang IPS-04 secara Manual di IPS (Fill IPS-04 form manually at IPS)

NOTA (NOTES)

- (1) Bagi calon yang mengikuti **komponen Penyelidikan** yang mengambil kursus Metodologi perlu mengisi borang Audit bagi pendaftaran kursus. Borang Audit boleh diperolehi di Institut Pengajian Siswazah (IPS).
*For candidates who are following the **Research component** and taking the Methodology course, candidates must complete the Audit Form for registration. The Audit Form can be obtained at the Institute of Graduate Studies (IGS).*
- (2) Calon perlu mendaftar mod penyelidikan di <http://pgregistration.um.edu.my>
Candidates must register research mode at <http://pgregistration.um.edu.my>

TARIKH (Date)	AKTIVITI (Activities)	CATATAN (Note)
CALON LAMA IJAZAH TINGGI (CURRENT POSTGRADUATE CANDIDATES)		
<u>PENDAFTARAN</u> (REGISTRATION)		
3 – 21 September 2018 (3 – 21 September 2018)	Pendaftaran calon lama pascasiswazah secara Kursus / Kursus & Penyelidikan (yang mengikut komponen kursus) <i>Registration for postgraduate candidates by Coursework / Coursework & Research (following the coursework component)</i>	http://pgregistration.um.edu.my (untuk mendaftar kursus) (to register for courses)
3 September – 26 Oktober 2018 (3 September – 26 October 2018)	Pendaftaran calon lama pascasiswazah secara Penyelidikan / Kursus & Penyelidikan (yang mengikut komponen penyelidikan) <i>Registration for postgraduate candidates by Reseach / Coursework & Research (following the research component)</i>	http://pgregistration.um.edu.my (untuk mendaftar kursus) (to register for courses)
<u>KAEDAH PEMBAYARAN</u> (PAYMENT METHOD)		
Kaedah Pembayaran (method of payment)	Bayaran yuran melalui: (Payment of fees through:) (a) Perbankan Internet (<i>Internet Banking</i>) i. CIMB ii. BIMB iii. FPX (b) <i>Bill presentment</i> - (tunai / Cash) i. Bank Islam Malaysia	CIMB Bank: http://www.cimbclicks.com.my BIMB Bank : http://www.bankislam.biz FPX: http://epayment.um.edu.my Kaunter Bank Islam (<i>Bank Islam Counter</i>)

(a) secara Kursus dan secara Kursus dan Penyelidikan (yang mengikuti komponen kursus)**(a) by Coursework only and by Coursework & Research (following the coursework component)**

<p>mulai 6 Ogos 2018 (commencing 6 August 2018)</p>	<p>Calon menyemak pengumuman berkenaan pendaftaran <i>Candidates to check announcement pertaining to registration matters</i></p>	<p>http://myum.um.edu.my http://ips.um.edu.my Siswa Mail (individu/ personal)</p>
<p>3 – 21 September 2018 (3 – 21 September 2018)</p>	<p>Pendaftaran kursus (termasuk Tambah/Gugur Kursus) <i>(Registration of courses) [Including Add/Drop of course (s)]</i></p> <p>*Yuran kursus TIDAK akan dikenakan bagi mana-mana kursus yang digugurkan dalam tempoh ini. <i>(*Tuition fees WILL NOT BE charged for course(s) dropped during this period)</i></p>	<p>http://myum.um.edu.my (untuk semak jadual waktu kursus dan lain-lain pengumuman) <i>(to check course time table and other announcements)</i></p> <p>http://pgregistration.um.edu.my (untuk mendaftar kursus) <i>(to register for courses)</i></p>
<p>10 September 2018 (10 September 2018)</p>	<p>Kuliah Bermula <i>(Commencement of lectures)</i></p>	
<p>24 – 28 September 2018 (24 – 28 September 2018)</p>	<p>Pengesahan pendaftaran (secara online) <i>Confirmation of registration (via online)</i></p>	<p>http://pgregistration.um.edu.my</p>
<p>24 September – 26 Oktober 2018 (24 September – 26 October 2018)</p>	<p>Gugur Kursus sahaja <i>(Drop course(s) only)</i></p> <p>*Yuran kursus AKAN DIKENAKAN bagi mana-mana kursus yang digugurkan dalam tempoh ini. <i>(*Course fees WILL BE CHARGED for course(s) dropped during this period)</i></p>	<p>Gugur kursus akan dibuat secara manual dengan mengisi Borang IPS04 di Institut Pengajian Siswazah (IPS) <i>(Drop of course(s) only Manually by filling up IPS04 Form at Institute of Graduate Study)</i></p>
<p>Peringatan Penting <i>(Important Reminder)</i></p>	<p>(1) Proses pendaftaran tidak sempurna sekiranya: <i>Registration is not complete if any of the followings has not been done:</i></p> <p>(a) Pendaftaran atas talian (on-line) tidak dibuat <i>Online registration (courses/research)</i></p> <p>(b) Yuran pengajian tidak dibayar <i>Payment of fees</i></p> <p>(c) Pengesahan pendaftaran tidak dibuat <i>Confirmation of registration</i></p> <p>(2) (a) Denda sebanyak RM200.00 dikenakan kepada calon yang diberikan kelulusan untuk mendaftar lewat iaitu selepas 21 September 2018. <i>Penalty of RM200.00 will be charged to candidate upon approval to register after 21 September 2018.</i></p> <p>(b) Denda sebanyak RM300.00 dikenakan kepada calon yang diluluskan untuk mengaktifkan semula pencalonan yang telah luput (pencalonan akan diluputkan mulai pada 12 Oktober 2018 sekiranya tiada rekod pendaftaran calon pada semester ini). <i>Penalty of RM300.00 will be charged upon approval to reactivate lapsed of candidature (the candidature will be terminated commencing on 12 October 2018 if there is no record of registration for this semester).</i></p> <p>(3) Calon diingatkan bahawa adalah menjadi tanggungjawab sendiri untuk memperbaharui pencalonan pada permulaan setiap semester sepanjang tempoh pencalonan ini. Tiada surat peringatan akan dihantar mengenai hal ini. Kegagalan untuk memperbaharui pencalonan merupakan satu pelanggaran peraturan Universiti yang boleh mengakibatkan pencalonan diluputkan. <i>Please be reminded that, you are required to renew your candidature at the beginning of every semester throughout your study. No letter of reminder will be sent regarding this matter. Failure to renew your candidature is considered a violation of the University regulations and result your candidature will be terminated.</i></p>	

(b) secara Penyelidikan dan secara kursus dan penyelidikan (yang mengikuti komponen penyelidikan)**(b) by Research and by coursework and research (following the research component)**

mulai 6 Ogos 2018 <i>(commencing 6 August 2018)</i>	Calon menyemak pengumuman berkenaan pendaftaran <i>Candidates to check announcement pertaining to registration matters</i>	http://myum.um.edu.my http://ips.um.edu.my Siswa Mail (individu/ personal)
mulai 6 Ogos – 26 Oktober 2018 <i>(commencing 6 August – 26 October 2018)</i>	Laporan Kemajuan (<i>e-progress report</i>): (a) Calon melengkapkan laporan kemajuan (<i>Progress report</i>) secara atas talian (<i>online</i>) (<i>complete progress report form {e-progress report} via on-line</i>) (b) Penyelia-penyelia menilai dan mengesahkan laporan kemajuan calon (<i>supervisor evaluation and confirm candidate progress report</i>) (c) Ketua Jabatan/Timbangan Dekan/Dekan/Timbangan Pengarah/Pengarah memperakukan sama ada pencalonan calon diteruskan atau tidak (<i>Head of Department/Deputy Dean/Dean/Deputy Director/Director agree/disagree the candidate candidature to continued</i>) Peringatan: Calon tidak boleh mendaftar selagi laporan kemajuan tidak diproses. Tarikh akhir pendaftaran ialah pada 26 Oktober 2018 Reminder: <i>Candidate will not be able to register if progress report has not been processed. Last registration is 26 October 2018</i>	http://myum.um.edu.my
3 September – 26 Oktober 2018 <i>(3 September – 26 October 2018)</i>	Calon membuat pendaftaran atas talian (online) melalui web <i>(Candidates is required to register online)</i> *Denda pendaftaran lewat sebanyak RM200 dikenakan sekiranya calon merayu untuk mendaftar selepas 26 Oktober 2018 <i>* Penalty of RM200 will be charged to those who appeal for late registration which is after 26 October 2018</i>	http://pgregistration.um.edu.my
26 Oktober – 2 November 2018 <i>(26 October – 2 November 2018)</i>	Pengesahan pendaftaran (secara online) <i>Confirmation of registration (via online)</i>	http://pgregistration.um.edu.my
Peringatan Penting <i>(Important Reminder)</i>	(1) Proses pendaftaran tidak sempurna sekiranya: <i>Registration is not complete if any of the followings has not been done:</i> (a) Pendaftaran atas talian (online) tidak dibuat <i>Online registration (courses/research)</i> (b) Yuran pengajian tidak dibayar <i>Payment of fees</i> (c) Pengesahan pendaftaran tidak dibuat <i>Confirmation of registration</i> (2) (a) Denda sebanyak RM200.00 dikenakan kepada calon yang diberikan kelulusan untuk mendaftar lewat iaitu selepas 26 Oktober 2018 . Hanya calon yang telah melengkapkan Laporan Kemajuan secara atas talian (E-Progress Report) dan mendapat kelulusan daripada fakulti masing-masing akan dibenarkan memperbaharui pencalonan untuk Semester I, Sesi 2018/2019.	

*Penalty of **RM200.00** will be charged to candidates upon approval to register **after 26 October 2018**. Only candidates who have completed their progress report via on-line (E-Progress Report) and obtained the approval from the faculty will be allowed to renew their candidature for Semester I, 2018/2019 academic session.*

- (b) Denda sebanyak **RM300.00** dikenakan kepada calon yang diluluskan untuk **mengaktifkan semula pencalonan yang telah luput** (pencalonan akan diluputkan **mulai pada 16 November 2018** sekiranya tiada rekod pendaftaran calon pada semester ini).

*Penalty of **RM300.00** will be charged upon approval to **reactivate lapsed of candidature** (the candidature will be terminated **commencing on 16 November 2018** if there is no record of registration for this semester).*

- (3) Calon diingatkan bahawa adalah menjadi tanggungjawab sendiri untuk memperbaharui pencalonan pada permulaan setiap semester sepanjang tempoh pencalonan ini. Tiada surat peringatan akan dihantar mengenai hal ini. Kegagalan untuk memperbaharui pencalonan merupakan satu pelanggaran peraturan Universiti yang boleh mengakibatkan pencalonan diluputkan.

Please be reminded that, you are required to renew your candidature at the beginning of every semester throughout your study. No letter of reminder will be sent regarding this matter. Failure to renew your candidature is considered a violation of the University regulations and result your candidature will be terminated.

- (4) Calon yang tamat pengajian pada Semester II, Sesi 2017/2018 atau yang sedang menunggu keputusan pemeriksaan disertasi/ tesis, boleh mengabaikan notis ini. Pengesahan mengenai status pengajian boleh dibuat di fakulti masing-masing.

Candidates who had completed their programme of studies at the end of Semester II, 2017/2018 Session and those who have submitted their thesis/dissertation are not required to renew their candidature. Candidates are highly recommended to consult their respective faculty to verify that the programme requirements have been satisfied.

KERTAS PROJEK/LAPORAN PENYELIDIKAN
(bagi calon sarjana secara berkursus sahaja)
(PROJECT PAPER/RESEARCH REPORT)
(for master student's by coursework only)

<p>2 Januari 2019 <i>(2 January 2019)</i></p>	<p>Tarikh akhir penyerahan Borang Kelulusan Tajuk Kertas Projek (KP) / Laporan Penyelidikan (LP) bagi calon yang akan memulakan KP/LP pada Semester II, Sesi 2018/2019. <i>(Submission of Title of Project Paper/Research Report Approval Form to enable candidates to start their Project Paper/Research Report in Semester II, 2018/2019 Session)</i></p>	<p>Borang FP 44/2007 <i>(FP 44/2007 Form)</i></p>
	<p>Tarikh akhir penyerahan KP/LP yang sempurna untuk diperiksa <i>(Deadline for submitting Project Paper/Research Report for examination)</i></p> <p>Perhatian (Attention) :</p> <p>(1) Garis panduan penulisan KP/LP boleh diakses di laman web : <i>(Guideline for writing of Project Paper/Research Report can access at:</i></p> <p>(2) Sila bawa bersama surat kelulusan tajuk KP/LP semasa penghantaran KP/LP tersebut. <i>(Kindly bring the approval letter of Project Paper/Research Report together with your Project Paper/Research Report)</i></p>	<p>Borang Pengakuan Keaslian Penulisan dan Borang FP 406/2004 <i>(Original Literacy Work Declaration and FP 406/2004 Form)</i></p> <p style="text-align: center;">http://education.um.edu.my</p> <p>Borang FP 112/2005 <i>(FP 112/2005 Form)</i></p>

terkini pada Ogos 2018 (update as of August 2018)
Sumber (sources): Institut Pengajian Siswazah (Institute of Graduate Studies)