

**TARIKH PENTING BAGI CALON PASCA SISWAZAH, FAKULTI PENDIDIKAN
SEMESTER I, SESI 2019/2020**

*IMPORTANT DATES FOR POSTGRADUATE CANDIDATES, FACULTY OF EDUCATION,
SEMESTER I, 2019/2020 SESSION*

Haluansiswa (Introduction Week)	1 minggu (1 weeks)	1 September 2019– 6 September 2019 (1 September 2019 – 6 September 2019)
Kuliah (Lectures)	8 minggu (8 weeks)	9 September 2019– 3 November 2019 (9 September 2019 – 3 November 2019)
Cuti Pertengahan Semester I (Mid-Semester I Break)	1 minggu (1 week)	4 November 2019 – 10 November 2019 (4 November 2019 – 10 November 2019)
Kuliah (Lectures)	6 minggu (6 weeks)	11 November 2019 – 22 Disember 2019 (11 November 2019 – 22 December 2019)
Minggu Ulangkaji (Revision Week)	1 minggu (1 week)	23 Disember 2019 – 29 Disember 2019 (23 December 2019 – 29 December 2019)
Peperiksaan Semester I (Examination Semester I)	3 minggu (3 weeks)	30 Disember 2019 – 19 Januari 2020 (30 December 2019 – 19 January 2020)
Cuti Semester I (Semester I Break)	4 minggu (4 weeks)	20 Januari 2020 – 16 Februari 2020 (20 January 2020 – 16 February 2020)

TARIKH (Date)	AKTIVITI (Activities)	URL/ CATATAN (URL/ Notes)
PENDAFTARAN BAGI CALON BAHARU (NEW POSTGRADUATE CANDIDATES REGISTRATION)		
3 September 2019 hingga 20 September 2019 (3th September 2019 until 20th September 2019)	Tarikh pendaftaran bagi Fakulti Pendidikan di Pusat Pentadbiran dan Perkhidmatan Akademik (AASC), Bangunan Peperiksaan pada 4 September 2019 , jam 9.00 pagi- 1.00 tengah hari di AASC, Dewan Peperiksaan 1, Bangunan Peperiksaan di Universiti Malaya. <i>The date of registration for Faculty of Education at the Academic Administration & Service Centre (AASC) on the 4th September 2019 from 9.00 am – 1.00 pm at AASC, Dewan Peperiksaan 1, Exam Hall, University of Malaya.</i>	
	Bayaran yuran melalui (Payment of fees through) : <i>Internet Banking</i> (a) CIMB (b) BIMB (c) Financial Process Exchange (FPX) (d) Kad Kedit online MiGS (Mastercard Internet Gateway Service) (e) Bill presentment - (tunai sahaja) (cash only)	http://www.cimbclicks.com.my (CIMB Bank) http://www.bankislam.com.my (BIMB Bank) http://epayment.um.edu.my (FPX) http://myum.um.edu.my Kaunter Bank Islam (Bank Islam Counter)
DAFTAR KURSUS BAGI CALON BAHARU/ COURSES REGISTRATION FOR NEW CANDIDATES (SECARA KERJA KURSUS/ SECARA KERJA KURSUS DAN PENYELIDIKAN (Mixed Mode)) (COURSEWORK / COURSEWORK AND RESEARCH (Mixed Mode))		
1)	Mendaftar akaun myum (portal pelajar) <i>Registration for myum (student portal) account</i>	http://myum.um.edu.my
2)	Pendaftaran kursus (termasuk Tambah/Gugur Kursus) <i>Registration of courses [Including Add/Drop of course (s)] (via online)</i>	http://pgregistration.um.edu.my Yuran tidak akan dikenakan sekiranya gugur kursus dalam tempoh ini <i>Fees will not be charged if dropping of course(s) is done during this period</i> Denda sebanyak RM200.00 dikenakan kepada calon yang diberikan kelulusan untuk mendaftar lewat iaitu selepas 20 September 2019 .

			Any course that is dropped on/after this date (20 September) will be fully charged. Penalty of RM200.00 will be charged to candidate upon late registration.
23 September 2019 hingga 27 September 2019 (23th September 2019 until 27th September 2019)	Pengesahan pendaftaran kursus <i>Confirmation of course registration</i>		http://pgregistration.um.edu.my Gugur kursus - yuran kursus tidak dikembalikan <i>Drop course - fees will be charged</i> Isi borang IPS04 di IPS/Fakulti (<i>Fill IPS04 form at IPS/Faculty</i>)
23 September 2019 hingga 18 Oktober 2019 (23th September 2020 until 18th October 2019)	Gugur Kursus sahaja Drop of course(s) only (manually)		Gugur kursus sahaja (secara manual dengan mengisi borang IPS04) dan menghantar ke AASC <i>Complete and submit the IPS-04 form (Course Registration Form) manually sent to AASC</i>
28 Oktober 2019 28th October 2019	Status Peluputan Pencalonan bagi calon yang tidak mendaftar <i>A lapsed candidature status for candidate who did not register</i>		Calon perlu menghantar surat lewat daftar kepada Fakulti <i>candidate have to submit the late registration letter to Faculty</i> Denda sebanyak RM300.00 dikenakan kepada calon yang diluluskan untuk mengaktifkan semula pencalonan yang telah luput selepas 28 Oktober 2019 <i>Penalty of RM300.00 will be charged upon approval to reactivate lapsed of candidature after 28th October 2019.</i>
DAFTAR KURSUS CALON BAHARU (SECARA PENYELIDIKAN) REGISTRATION COURSES FOR NEW CANDIDATES (BY RESEARCH)			
6 bulan daripada tarikh surat tawaran. Calon digalakkan mendaftar di awal semester. (<i>6 month from the date of the offer letter. Candidate are encouraged to register in early semester</i>)	Pendaftaran Program di AASC, Bangunan Peperiksaan, Universiti Malaya <i>Register Programme at AASC, Exam Hall, Universiti of Malaya</i>		
	1)	Mendaftar akaun myum (portal pelajar) <i>Registration for myum (student portal) account</i>	http://myum.um.edu.my
	2)	Pendaftaran research (on-line) <i>Research Registration (on-line)</i>	http://pgregistration.um.edu.my <i>*Please print and keep the on-line registration details and proof of payment for reference purposes.</i>
3)	Pendaftaran kursus Metodologi <i>Methodology course Registration</i>	Perlu mengisi borang Kertas Audit (boleh didapati di AASC) <i>Complete the Audit paper form (get from AASC)</i>	
9 September 2019 (9th September 2019)	Kuliah bermula <i>Commencement of lectures</i>		
23 September 2019 hingga 27 September 2019 (23th September 2019 until 27th September 2019)	Pengesahan pendaftaran Penyelidikan <i>Confirmation of Research registration</i>		http://pgregistration.um.edu.my Denda sebanyak RM200.00 dikenakan kepada calon yang diberikan kelulusan untuk mendaftar lewat iaitu selepas 27 September 2019 . <i>Any course that is dropped on/after this date (20 September) will be fully charged. Penalty of RM200.00 will be charged to candidate upon late registration.</i>
28 Oktober 2019 (28th October 2019)	Status Peluputan Pencalonan bagi calon yang tidak mendaftar <i>A lapsed candidature status for candidate who did not register</i>		Calon perlu menghantar surat lewat daftar kepada Fakulti <i>candidate have to submit the late registration letter to Faculty</i> Denda sebanyak RM300.00 dikenakan kepada calon yang diluluskan untuk mengaktifkan semula pencalonan yang telah luput selepas 28 Oktober 2019 <i>Penalty of RM300.00 will be charged upon approval to reactivate lapsed of candidature after 28th October 2019.</i>

Peringatan penting kepada calon baharu/ lama (*Important reminder to New/Current candidates*):

Calon **dianggap tidak mendaftar** sekiranya (*Candidates are considered not registered if*):

- (a) Pendaftaran atas talian tidak dibuat (*Online registration (courses/research) has not been done*)
- (b) Yuran penganai tidak dibayar (*Payment of fees has not been paid*)
- (c) Pengesahan pendaftaran tidak dibuat (*Confirmation of registration has not been done*)**

Denda sebanyak **RM200.00** dikenakan kepada calon yang diberikan kelulusan untuk **mendaftar lewat** iaitu selepas **20.9.2019**.
Penalty of RM200.00 will be charged to candidate upon approval to register after 20.9.2019.

Denda sebanyak **RM300.00** dikenakan kepada calon yang diluluskan untuk mengaktifkan semula pencalonan berstatus **Tidak Mendaftar (TM)** mulai **28.10.2019** (sekiranya tiada rekod pendaftaran calon pada semester ini).

Penalty of RM300.00 will be charged upon approval of reactivation of lapsed candidature after 28.10.2019 (if there is no record of registration for current semester).

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

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

Calon diingatkan untuk mengisi CTES secara online setiap akhir semester untuk membenarkan calon melihat keputusan peperiksaan.

Please be reminded that, candidates are required to complete the online CTES at the end of every semester, candidate will not able to check the exam result.

Garis panduan penulisan Kertas Projek/Laporan Penyelidikan/ Disertasi/ Tesis bagi Fakulti Pendidikan boleh diakses di laman web Fakulti Pendidikan:

Guideline for Writing of Project Paper/Research Report/ Disertation/ Thesis can be access thru Faculty of Education website : <http://education.um.edu.my> - (Postgraduate) – (General Information) - [LATEST GUIDELINE] Guideline to the preparation of Theses, Dissertation & Research Reports (updated Jun 2018)

**TAMBAH DAN GUGUR KURSUS (CALON LAMA PASCASISWAZAH)
ADD AND DROP (CURRENT POSTGRADUATE CANDIDATE)**

(a) secara berkursus /secara kursus dan penyelidikan (*mixed mode*) (**yang mengikuti komponen kursus**)
by coursework only / by coursework and research (mixed mode) (for the coursework component)

**9 September 2019
hingga 20
September 2019
(9th September 2019
until 20th
September 2019)**

Kuliah bermula
Commencement of lectures

Pendaftaran kursus (termasuk
Tambah/Gugur Kursus)
(*Registration of courses*) [*Including Add/Drop
of course (s)*]

Yuran kursus tidak akan dikenakan bagi
mana-mana kursus yang digugurkan dalam
tempoh ini.
(*Tuition fees will not be charged for courses
dropped during this period*)

Bayaran yuran melalui (*Payment of fees
through*)
Internet Banking

- (a) CIMB
- (b) BIMB
- (c) *Financial Process Exchange (FPX)*

Sila rujuk Jadual Waktu
Refer to the time table

<http://myum.um.edu.my>
(untuk semak jadual waktu kursus dan lain-lain
pengumuman)
(*to check course time table and other announcements*)

<http://pgregistration.um.edu.my>
(untuk mendaftar kursus)
(*to register for courses*)

**Denda sebanyak RM200.00 dikenakan kepada calon yang
diberikan kelulusan untuk mendaftar lewat iaitu selepas
20 September 2019**
*Penalty of RM200.00 will be charged to candidate upon approval
to register after 20th September 2019.*

<http://www.cimbclicks.com.my> (CIMB Bank)
<http://www.bankislam.com.my> (BIMB Bank)
<http://epayment.um.edu.my> (FPX)
<http://myum.um.edu.my>

	(d) <i>Kad Kredit online MiGS (Mastercard Internet gateway Service)</i> (e) <i>Bill presentment - (tunai sahaja) (cash only)</i>	Kaunter Bank Islam (Bank Islam Counter)
23 September 2019 hingga 27 September 2019 (<i>23th September 2020</i> until <i>27th September 2019</i>)	Pengesahan pendaftaran <i>Confirmation of registration</i>	http://pgregistration.um.edu.my Gugur kursus – yuran kursus dikenakan <i>Drop course – fees will be charged</i> Isi borang IPS04 di AASC/Fakulti (<i>Fill IPS04 form at AASC/Faculty</i>)
23 September 2019 hingga 18 Oktober 2019 (<i>23th September 2019</i> until <i>18th October 2019</i>)	Gugur kursus -Yuran pengajian kursus tetap dikenakan. <i>Drop of course (s)</i> - <i>Tuition fess will be charged.</i>	Isi borang IPS04 (AASC) Fill up IPS04 form (AASC)
28 Oktober 2019 28th October 2019	Status Peluputan Pencalonan bagi calon yang tidak mendaftar <i>A lapsed candidature status for candidate who did not register</i>	Calon perlu menghantar surat lewat daftar kepada Fakulti (<i>candidate have to submit the late registration letter to Faculty</i>) Denda sebanyak RM300.00 dikenakan kepada calon yang diluluskan untuk mengaktifkan semula pencalonan yang telah luput after 28 Oktober 2019 <i>Penalty of RM300.00 will be charged upon approval to reactivate lapsed of candidature after 28th October 2019.</i>
(b) secara penyelidikan/ secara kursus dan penyelidikan (yang mengikuti komponen penyelidikan) (b) by research / by coursework and research (mixed mode) (for the research component)		
15 Julai 2019 hingga 30 Ogos 2019 (<i>15th July 2019</i> until <i>30th August 2019</i>)	Laporan Kemajuan (<i>e-progress report</i>): (a) Calon melengkapkan laporan kemajuan secara atas talian (<i>Candidate is required to submit online progress report</i>) (b) Penyelia menilai dan mengesahkan laporan kemajuan calon (<i>The submitted report must be evaluated and confirmed by the supervisor/s</i>) (c) Ketua Jabatan/Timbangan Dekan/Dekan memperakukan sama ada pencalonan calon diteruskan atau tidak (<i>Head of Department/ Deputy Dean/ Dean would complete the process by giving consideration whether the candidature shall be continued</i>)	http://myum.um.edu.my Peringatan: Calon tidak boleh mendaftar selagi laporan kemajuan tidak diproses. Tarikh akhir melengkapkan laporan kemajuan adalah pada 30 Ogos 2019 Reminder: <i>Candidate will not be able to register if progress report has not been processed. The dateline to complete the progress report is 30 August 2019</i>
9 September 2019 hingga 20 September 2019 (<i>9th September 2019</i> until <i>20th September 2019</i>)	Kuliah bermula <i>Commencement of lectures</i> Pendaftaran on-line (<i>On-line registration</i>)	http://pgregistration.um.edu.my Denda sebanyak RM200.00 dikenakan kepada calon yang diberikan kelulusan untuk mendaftar lewat iaitu selepas 20 September 2019 <i>Penalty of RM200.00 will be charged to candidate upon approval to register after 20 September 2019.</i>
	Bayaran yuran melalui (<i>Payment of fees through</i>) <i>Internet Banking</i> (a) CIMB (b) BIMB (c) <i>Financial Process Exchange (FPX)</i> (d) <i>Kad Kredit online MiGS (Mastercard Internet Gateway Service)</i> (d) <i>Bill presentment - (tunai sahaja)</i>	http://www.cimbclicks.com.my (CIMB Bank) http://www.bankislam.com.my (BIMB Bank) http://epayment.um.edu.my (FPX) http://myum.um.edu.my Kaunter Bank Islam

	(cash only)	(Bank Islam Counter)
23 September 2019 hingga 27 September 2019 <i>(23th September 2019 until 27th September 2019)</i>	Pengesahan pendaftaran <i>Confirmation of registration</i>	http://pgregistration.um.edu.my Gugur kursus - yuran kursus dikenakan <i>Drop course - fees will be charged</i> Isi borang IPS04 di AASC/ Fakulti <i>(Fill IPS04 form at AASC/Faculty)</i>
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PENYERAHAN KERTAS PROJEK/LAPORAN PENYELIDIKAN
(bagi calon sarjana secara berkursus sahaja)
(PROJECT PAPER/RESEARCH REPORT SUBMITTED)
(for master student's by coursework only)

22 Disember 2019 (22th December 2019)	Tarikh akhir penyerahan Borang Kelulusan Tajuk Kertas Projek / Laporan Penyelidikan bagi calon yang akan memulakan Kertas Projek / Laporan Penyelidikan pada Semester I, Sesi 2019/2020. <i>Submission of Title of Project Paper/Research Report Approval Form to enable candidates to start their Project Paper/Research Report in Semester I, 2019/2020 Session.</i>	Borang FP 44/2007 <i>(FP 44/2007 Form)</i>
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Peringatan penting kepada calon (Important reminder to candidates):

Calon dikehendaki menyerahkan borang kelulusan tajuk dan mendapatkan kelulusan tajuk daripada fakulti sebelum membuat pendaftaran bagi Kertas Projek/ Laporan penyelidikan.
Candidates are required to submit FP 44/2007 Form and get an approval from the faculty before register for Project Paper/ Research Report.

Calon yang mendaftar untuk Kertas Projek/Laporan Penyelidikan hendaklah mendaftar **DUA (2) SEMESTER BERTURUT-TURUT**. Calon ddiingatkan supaya mendapatkan nasihat daripada penyelia bagi setiap progres Kertas Projek/ Laporan Penyelidikan yang dijalankan.

Candidates who has registered for Project Paper/ Research Report are required to register for two (2) consecutive semesters. Candidates are advised to consult the appointed supervisor for every progress in Project Paper/ Research Report.

22 Disember 2019 (22th December 2019)	Tarikh akhir penyerahan Kertas Projek / Laporan Penyelidikan yang sempurna untuk diperiksa <i>Deadline for submitting Project Paper/Research Report for examination</i> Perhatian (Attention): Garis panduan penulisan Kertas Projek / Laporan Penyelidikan boleh diakses di laman web : <i>Guideline for writing of Project Paper/Research Report can be access at http://education.um.edu.my</i>	Borang Pengakuan Keaslian Penulisan dan Borang FP 406/2004 <i>Original Literacy Work Declaration and FP 406/2004 Form</i> Borang Penyerahan Kertas Projek/ Laporan Penyelidikan <i>Project Paper/Research Report Form</i>
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Peringatan penting kepada calon (Important reminder to all candidates):

Calon dikehendaki menyerahkan Kertas Projek/ Laporan penyelidikan mengikut tempoh yang ditetapkan. Calon hendaklah mengisi borang Kertas Projek/ Laporan penyelidikan dan sertakan bersama surat kelulusan tajuk Kertas Projek / Laporan Penyelidikan dan Laporan Turnitin kurang daripada 15%.

Candidates are required to submit the Project Paper / Research Report within the stipulated time. Completed Project Paper / Research Report form together with the approval letter of the Project Paper / Research Report and Turnitin report with less than 15% should be submitted together with the Project Paper / Research Report.

Tiga (3) naskah Kertas Projek/ Laporan penyelidikan dalam bentuk percetakan yang hendaklah dijilidkan dalam kulit tebal berwarna biru laut dan **satu (1) salinan** elektronik mengikut format yang ditetapkan.

Three (3) manuscripts of the Project Paper / Research Report should be in hardbound copy with ocean blue colour and one (1) electronic copy in the prescribed format.

Kegagalan calon dalam menghantar Kertas Projek/ Laporan Penyelidikan mengikut tarikh yang ditetapkan dianggap **GAGAL** dan sebarang rayuan tidak akan dipertimbangkan.

Failure to submit a Project Paper / Research Report by the date stipulated shall be deemed failed and any appeal will not be entertained.

Sekiranya calon gagal menghantar Kertas Projek/ Laporan Penyelidikan sebanyak **dua (2) kali** calon dianggap telah **GAGAL KELUAR** daripada program.

If a candidate fails to submit the Project Paper / Research Report two (2) times the candidate is deemed to have failed the Programme