

**NOTICE FOR ALL POSTGRADUATE CANDIDATES
BY COURSEWORK /COURSEWORK & RESEARCH
(FOLLOWING THE COURSEWORK COMPONENT)**

**RENEWAL OF CANDIDATURE VIA ONLINE
SEMESTER I, 2019/2020 ACADEMIC SESSION**

All postgraduate candidates are required to renew their candidature and register courses via online registration system for Semester I, 2019/2020 Session. Please take note of the following dates:

Duration	Activities	Venue/URL
Commencing 9.8.2019	Candidates to check announcement pertaining to registration matters	(1) http://myum.um.edu.my (2) http://ips.um.edu.my (3) student's e-mail (Siswa Mail)
9.9.2019 – 20.9.2019	(1) Registration of courses [including add/drop of course(s)] - <i>Course fees will not be charged for courses dropped during this period.</i> (2) Payment of fees through: (a) Internet Banking - CIMB Bank - BIMB Bank (b) Financial Process Exchange (FPX) (c) MiGS (Mastercard Internet Gateway Service) (d) Bill presentment – cash only	(1) http://myum.um.edu.my (To check course time table and other announcements) (2) http://pgregistration.um.edu.my (To register courses) http://www.cimbclicks.com.my http://www.bankislam.biz http://epayment.um.edu.my http://myum.um.edu.my at Bank Islam Counter only
9.9.2019	Commencement of lectures week	
23.9.2019 – 27.9.2019	Confirmation of registration (via online)	http://pgregistration.um.edu.my
23.9.2019 – 25.10.2019	Drop course(s) only (done manually by filling up IPS04 form) - <i>Course fees will be charged</i>	AASC/Faculty
4.11.2019 – 10.11.2019	Mid-Semester break	
11.11.2019 – 22.12.2019	Lectures Week	
23.12.2019 – 29.12.2019	Revision Week	
30.12.2019 – 19.1.2020	Examination Week	
20.1.2020 – 16.2.2020	Semester Break	

Please print and keep the course registration details, record of the courses added/dropped and proof of payment for reference purposes.

Important Reminder:

- (1) Registration is not complete if any of the followings has not been done:
 - (a) Online registration (courses/research)
 - (b) Payment of fees
 - (c) Confirmation of registration
- (2) (a) Penalty of RM200.00 will be charged to candidate upon approval to register after 20. 9. 2019.
(b) Penalty of RM300.00 will be charged upon approval to reactivate lapsed of after 28.10.2019 (if there is no record of registration for this semester).
- (3) 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.

PAYMENT OF FEES THROUGH INTERNET BANKING FOR CURRENT POSTGRADUATE CANDIDATES

Payment of fees can be done through *internet banking*. Please use the following guide which is provided by Bank to pay fees through *Internet Banking*.

A. Commerce International Merchant Bank (CIMB)	B. Islam Malaysia Berhad Bank (BIMB)	C. Financial Process Exchange (FPX)
<ol style="list-style-type: none"> 1. Log on to http://www.cimbclicks.com.my 2. Click "Login" at the left of the screen. 3. Key in "User ID" and "Submit". 4. Click "Password" and "Submit". 5. Then click "PAY BILLS". 6. Please select the account to pay at "Payment From". 7. Select a Biller "Universiti Malaya-Postgraduates" under "Payment To". 8. Key in "NRIC No." or "Passport No" for (International candidate). Then click "submit" 9. Click "Proceed to Payment" to confirm payment. Make sure the information and amount are correct before clicking the "confirm" button. 10. Click "request" to get the "TAC number" and key in then Click "confirm" button. 11. Print receipt for reference. <p>For enquiries, please contact: CIMB call centre 1 300 880 900 (Local) 603-22956100 (International) e-mail: cimbclicks@cimb.com</p>	<ol style="list-style-type: none"> 1. Log on to http://www.bankislam.biz 2. Click "Internet Banking Login" and click OK to proceed. 3. Enter "User ID" and "Password" to login. 4. Select "Bill Presentment" at "Bill Payment". 5. Select "Universiti Malaya" at Service Provider drop down box. 6. Enter "NRIC No." or "Passport No" for (International candidate) at required field and click "Next". 7. Choose the bill and click "Pay". 8. Choose the source account to be debited and enter the amount to pay. 9. Click "Pay". The next screen will list details of the open bill payment to verify. 10. Click "Confirm" to proceed or otherwise. 11. Once click "Confirm", a screen with details of transaction and transaction number will be provided. Customers are advised to print receipt for reference. <p>For enquiries, please contact: 603-26988008/603-26913993 e-mail: ibcustomercare@bankislam.com.my</p>	<ol style="list-style-type: none"> 1. Log on to http://epayment.um.edu.my 2. Key in your perdana mail "username" and "password". 3. Enter the amount of payment and click "submit for payment". 4. Click "pay online". 5. Click "I accept", enter your e-mail & choose bank. Click "submit". 6. Click "Confirm" to approve payment. 7. Click "Print". Customers are advised to print the transaction details for their reference. 8. Click "Logout". <p>Candidates must have bank accounts at Bank Islam, CIMB Islam, Hong Leong Bank, Maybank or Public Bank to use the Financial Process Exchange (FPX) facilities.</p> <p>For enquiries, please contact: 603-7967 7770/7771/3537</p>