

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

**RENEWAL OF CANDIDATURE VIA ONLINE
SEMESTER II, 2016/2017 SESSION**

All current postgraduate candidates are required to renew their candidature and register courses **via online registration system** for Semester II, 2016/2017 Session. Please be informed of the following dates:

| Duration | Activities | Venue/URL |
|------------------------|--|--|
| Commencing 9.1.2017 | Candidates to check any announcement pertaining to registration matter | (1) http://myum.um.edu.my (2) http://ips.um.edu.my (3) Student's e-mail (Siswa Mail) |
| 9.1.2017 – 24.3.2017 | (1) Student is required to submit progress report via E-progress report (online) (2) Next, the submitted report must be evaluated and confirmed by the supervisor/s. (3) Lastly, Head of Department / Deputy Dean / Dean / Deputy Director / Director would complete the process by giving consideration whether the candidature shall be continued. Reminder: Candidate will not be able to register if progress report has not been completed. Last date of registration is on 31.3.2017 . | http://myum.um.edu.my |
| 6.2.2017 – 31.3.2017 | (1) Registration on-line* Penalty of RM200.00 will be charged to those who appeal for late registration which is after 31.3.2017. (2) Method of fees payment: (a) Internet Banking – CIMB Bank BIMB Bank (b) Financial Process Exchange (FPX) (c) MiGS (Mastercard Internet Gateway Service) (d) Bill presentment (cash only) | http://pgregistration.um.edu.my http://www.cimbclicks.com.my http://www.bankislam.biz http://epayment.um.edu.my http://myum.um.edu.my Bank Islam Counter only |
| 27.2.2017 – 7.4.2017 | Confirmation of registration (via online) | http://pgregistration.um.edu.my |

*Please print and keep on-line registration details and proof of payment for reference purposes.

Important reminder:

- (1) **Registration is not complete if any of the followings has not been done:**
 - (a) On-line registration (courses/research)
 - (b) Payment of fees
 - (c) Confirmation of registration
- (2) (a) **Penalty of RM200.00 will be charged to candidates upon approval to register after 31.3.2017. 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 II, 2016/2017 academic session.**
(b) **Penalty of RM300.00 will be charged upon approval to reactivate lapsed of candidature.**
- (3) **Please be reminded that as a higher degree candidate, you are required to renew your candidature at the beginning of every semester throughout your candidature. No letter of reminder will be sent regarding this matter. Failure to do so is considered a violation of the University regulations which will result in termination of the candidate's candidature.**
- (3) **Candidates who had completed their programme of studies at the end of Semester I, 2016/2017 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.**