

IMPORTANT DATES RELATED TO THE FINAL EXAMINATION FOR SECOND SEMESTER 2023/2024

Kindly be informed of the following deadlines:

(a) **29 July 2024 (Monday):**

- Last day for the Faculty's/Institute's Coordinator of Graduate Studies to forward the results of the PhD Comprehensive Examination [completed "Keputusan Peperiksaan Komprehensif – PhD (PU/S/BR04/GS-12)" form] to the School of Graduate Studies.

(b) **28 July 2024 (Sunday):**

- Last day of examination week.

(c) **08 July 2024 (Monday):**

- Last day for students in programmes by research to fill in the online "Research Progress Report (PU/S/BR04/GS-11)" form.

(d) **22 July 2024 (Monday):**

- Last day for the Faculty's/Institute's Supervisors/Advisors to verify their students' GS-11 form and key-in grades for Masters Research (SPS5999) and Doctoral Research (SPS6999).
- Last day for the Faculty's/Institute's Coordinator of Graduate Studies to endorse the GS-11 forms.

(e) **Two weeks after the final examination of each course but not later than 11 August 2024 (whichever comes first):**

- Last day for the course lecturer/coordinator to key-in grades for each respective course [Compulsory (YW), Elective (ELF), Audit (AU)]. For an Audit course, marks equivalent to 65 and above will be graded as **M** and lower than 65 will be graded as **TM**.
- Last day for the Faculty's/Institute's Coordinator of Graduate Studies to endorse the GS-11 forms.

(f) **13 September 2024 (Friday):**

- The School of Graduate Studies begins the process of printing semester results (on request).

(g) **27 September 2024 (Friday):**

- Last day for examination re-sits. **Please note that examination re-sits are for students with Probation or Terminated status who had obtained a grade of B- and below for a given course registered in the semester.** Lecturers or course coordinators are advised to arrange the examination re-sits as soon as possible after the results of the examination have been announced to students.

(h) **27 September 2024 (Friday):**

- Last day for students to apply for Review of Grade (Form GS-13a) and Review against Termination (Form GS-13b).

(i) **14 October 2024 (Monday):**

- Last day for the Faculty's/Institute's Coordinator of Graduate Studies to forward the results of examination re-sits to the School of Graduate Studies.
- Last day for Faculties/Institutes to submit the endorsed grades for all courses offered during the Semester to the School of Graduate Studies. **[Please submit the hard copy of the grades (printed from i-GIMS) that have been signed by the course lecturer/coordinator and the Faculty's/Institute's Coordinator of Graduate Studies to the School of Graduate Studies].**
- Last day for the Faculty to endorse Review against Termination (Form GS-13b).
- **LAST DAY FOR FACULTY TO ENDORSE GRADE REVIEW, AFTER WHICH THERE WILL BE NO MORE GRADE CHANGES, i.e., THE GRADE RECORDED AFTER THIS DATE IS FINAL.**

Your cooperation in observing and following these deadlines is very much appreciated.
Thank you.

Note:

- First reminder to fill in the online "Research Progress Report 03 June 2024 (week-11)
- Second reminder to fill in the online "Research Progress Report 01 July 2024 (week-15)
- Processing fee (Penalty) for grade review involving GS-11 cases is RM100.00