

Schedule of Key Academic Activities (Undergraduate)

Please click on item for the latest information :	Semester 1	Semester 2	Special Term
<u>Academic Calendar</u>	The academic calendar is announced every Jan for the upcoming academic year.		
<u>Academic Structure Handbook</u>	The Academic Structure Handbook is released every Jun for the upcoming academic year.		
<u>Course Registration</u>			
Release of Course Registration Schedule	End Apr	End Oct	Mid Mar
Release of Class Schedule	End May	End Nov	Mid Mar
Course Registration Period	End Jun-Early Jul	Dec	End Mar
Release of GERPE/UE/BDE Allocation Results	Early Aug	Early Jan	Early Apr
Add/Drop Period (F/T)	Teaching Week 1 & 2		Mid Apr
Add/Drop Period (P/T)	Teaching Week 1		Mid Apr
Declaration Period for S/U Option	From recess week till 2 working days after last day of examination period		From Special Term Teaching Week 3 till 2 working days after last day of examination period
Filing Period for Award of Minor			
<u>Examination</u>			
Release of Examination Timetable	End May	End Nov	Mid Mar
Schedule for Registration of Calculators	Schedules vary by programme. Please check details at least 4 weeks before start of examinations.		
Release of Examination Seating Arrangements	2 weeks before start of examination		
Expected Release of Examination Results*	End Dec/Early Jan	End May/Early Jun	End Jun/Early Jul
Review of Examination Results	All applications for review of examination results must be submitted through <u>StudentLink</u> within 1 week from the date of release of examination results.		
<u>Convocation</u>	To be eligible for Convocation, you must have fulfilled all the requirements for your degree and the results of your final semester of study and attachment or exchange programme (if any) must reach the Office of Academic Services by end May. Please check for the latest information at the relevant websites (updated annually in May).		

***Important:** Students in their final semester of study are reminded to submit any Change of Personal Particulars (specifically name, citizenship, NRIC, passport number, or marital status) with supporting documents **prior to the release of results of their final examinations** by the University. These particulars will be frozen in the system. Relevant particulars as captured in the system will be in the **final transcripts** and **degree certificates**.

Note: Students who apply for Semester Leave of Absence/Withdrawal from University after Teaching Week 2 are liable to pay fees (tuition and miscellaneous) for the entire semester.