

### Schedule of Key Academic Activities (Undergraduate Programmes)

|  | Semester 1  | Semester 2        | Special Term   |
|--|---|-------------------|--|
| <b>Academic Calendar</b>                             | The academic calendar is announced every Feb for the upcoming academic year.  |                   |  |
| <b>Academic Structure Handbook</b>                   | The Academic Structure Handbook is released every Jul for the upcoming academic year.   |                   |  |
| <b>Course Registration</b>                           |   |                   |  |
| Release of Course Registration Schedule              | Apr   | Oct               | Jan  |
| Release of Class Schedule                            | End May/Early Jun   | Mid Nov           | Early Mar  |
| Course Registration Period                           | Mid Jun-Early Jul   | Dec               | Mid-End Mar  |
| Release of GERPE/UE/BDE Allocation Results           | Early Aug   | Early Jan         | End Mar  |
| Add/Drop Period (F/T)                                | Teaching Week 1 & 2   |                   | End Mar-Early Apr  |
| Add/Drop Period (P/T)                                | Teaching Week 1   |                   | End Mar-Early Apr  |
| <b>S/U Option Declaration and Minor Award Filing</b> |   |                   |  |
| 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                     |   |                   |  |
| <b>Examination</b>                                   |   |                   |  |
| Release of Examination Timetable                     | Mid May   | Mid 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 <b>StudentLink</b> within <b>1 week</b> from the date of release of examination results.   |                   |  |
| <b>Convocation</b>                                   | 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 verify and submit any Change of Personal Particulars (specifically name, citizenship, NRIC, passport number, or date of birth) 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.