

IMPORTANT DATES
FOR FINALIZED SUBJECT REGISTRATION WEEK AND GRADUATION
SEMESTER/TRIMESTER 2 2024/2025

No.	ITEM	VENUE	DATE	
			FOUNDATION PROGRAM	BACHELOR/ DIPLOMA PROGRAM
1.	Drop subject period 1.1 Full refund of tuition fee	Student Info	10 February 2025 – 12 February 2025	10 February 2025 – 16 February 2025
	1.2 Two third (2/3) refund of tuition fee	Student Info	13 February 2025 – 14 February 2025	17 February 2025 – 23 February 2025
	1.3 No refund	Student Info	24 February 2025 Onwards	24 February 2025 Onwards
2.	Unpaid Proforma - Drop subject from time table	Student Info	24 February 2025	24 February 2025
3.	Online Subject withdrawal – No refund (Recorded as “TD”)	Student Info	Not Allowed	24 February 2025 – 16 May 2025
4.	Advising 1.1 Advising week Application for Special Semester, 2024/2025 *please refer to the program structure	Student Info	4 March 2025 – 14 March 2025	4 March 2025 – 14 March 2025
	1.2 Advising approval week Approved by Advisor for Special Semester, 2024/2025	Student Info	17 March 2025 – 21 March 2025	17 March 2025 – 21 March 2025
5.	Online Subject Registration for Special Semester, 2024/2025	Online	NA	12 May 2025 – 15 June 2025
6.	Period for online “Apply to Graduate” for final semester students. (Notice will be sent via email)	Student Info	NA	25 March 2025 – 2 May 2025
7.	Final examination	To be announced	26 May 2025 – 12 June 2025	

*** Subject to change. Updates will be available via email and UNITEN website.**

Registrar Office
23 December 2024

Notes:

- 1) All subject registration matters are to be made through the online registration system. Students are prohibited from registering subjects on behalf of other students.
- 2) Please take note that any late subject registration for Semester/Trimester 2, 2024/2025 will be fined RM100.00