



CONGRATULATIONS AND WELCOME TO IIUM



→ ACCEPTANCE & ONLINE REGISTRATION

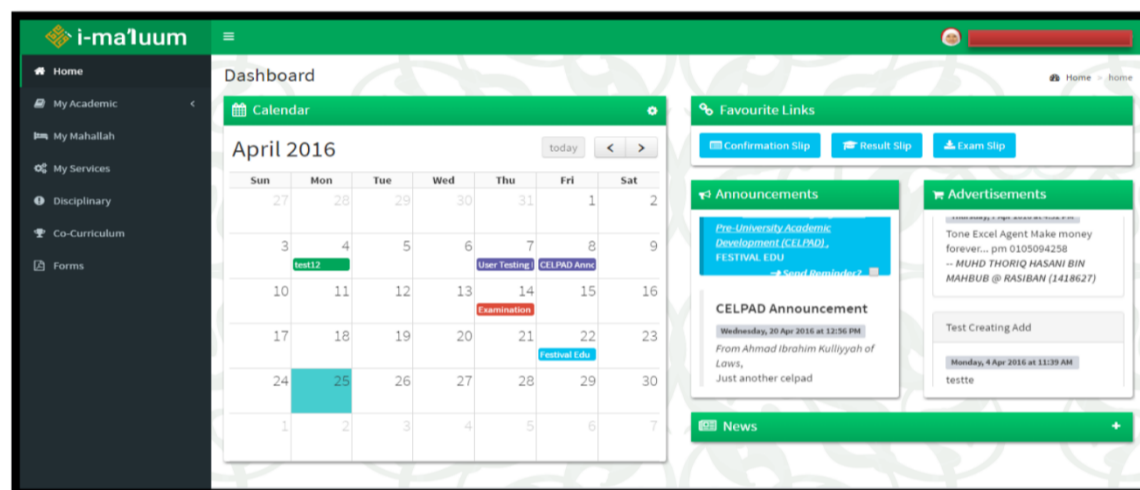


Online Offer Letter

- Acceptance of offer in [Online Offer Letter](#) webpage and complete all required information for online registration
- Register at Mahallah (Hostel)
- Attend Ta'aruf Programme

→ PRIOR TO ATTENDING CLASSES

- Seek advice from academic advisor at your kulliyah
- Understand your study plan (i-Ma'luum)
- Credit Transfer: discuss with academic advisor at your kulliyah
- Online course registration (i-Ma'luum)
- Confirm class registration – print registration slip
- Visit i-Ma'luum for more academic information
(My Academic, My Mahallah, My Services, Disciplinary, Co-Curriculum, Forms)



→ DURING SEMESTER (WEEK 1 – 14) **

- Attend class on time (online and face to face)
- Fulfilled attendance requirement (<80% = obtain grade Y (fail))
- A course can be dropped until week 4 (refer to respective kulliyah)
- Course withdrawal: between week 5 till 10 (fee: RM300/course) [grade W]
- Course withdrawal: week 11 till 13 (fee RM500 per course) [grade W]
- View preliminary exam timetable in week 6 (AMAD Website) & submit feedback to kulliyah (if any)
- Issuance of final exam timetable week 10 (i-Ma'luum)
- Issuance of exam slip in week 13 (i-Ma'luum)

→ DURING FINAL EXAMINATION PERIOD (WEEK 15 – 17) **

- Bring exam slip, matric card & dress appropriately
- Do not bring any gadgets/valuable items into exam venue
- Sit at assigned seat number and venue (refer to exam slip)
- Cheating during exam is serious offence - expulsion from the university
- If you are sick – please seek treatment at IIUM HWC only
- Results will normally be released after 2 weeks of last day of exam period
- Result grading:
 - Clear Pass – CGPA ≥ 2.00
 - Deans' List – GPA ≥ 3.50
 - Academic Probation – $1.67 \leq \text{CGPA} < 2.00$
 - Dismissed – CGPA < 1.67

*Details in SAPER (UNDERGRADUATE)



→ GRADUATION

- Fulfil programme requirements
- Online application for graduation through i-Grad (final semester of studies)
- Clear from any disciplinary offence
- View clearance system at i-Ma'luum
- Collect full transcript and release letter at AMAD
- Advance scroll prior to convocation (upon request)
- Convocation – CONGRATULATIONS



*Reference: SAPER (Undergraduates)

**Subject to Change: Refer to latest Important Dates (Undergraduates) at [AMAD Website](#).