

# GUIDELINES FOR ONLINE COURSE

## REGISTRATION

(For Undergraduate Student)

ACADEMIC MANAGEMENT DIVISION (AMD)

## When?

**14 & 15 October 2021**

## Who?

- **Student's who has yet to complete the pre-registration (Status :Draft, Submitted, Rejected)**
- **Students who have not done the pre- registration**
- **For 1<sup>st</sup> year student, your course will register by the faculty**

my.utm.my

1. Login to  
<https://my.utm.my/>

2. Insert 'Username' and  
'Password'

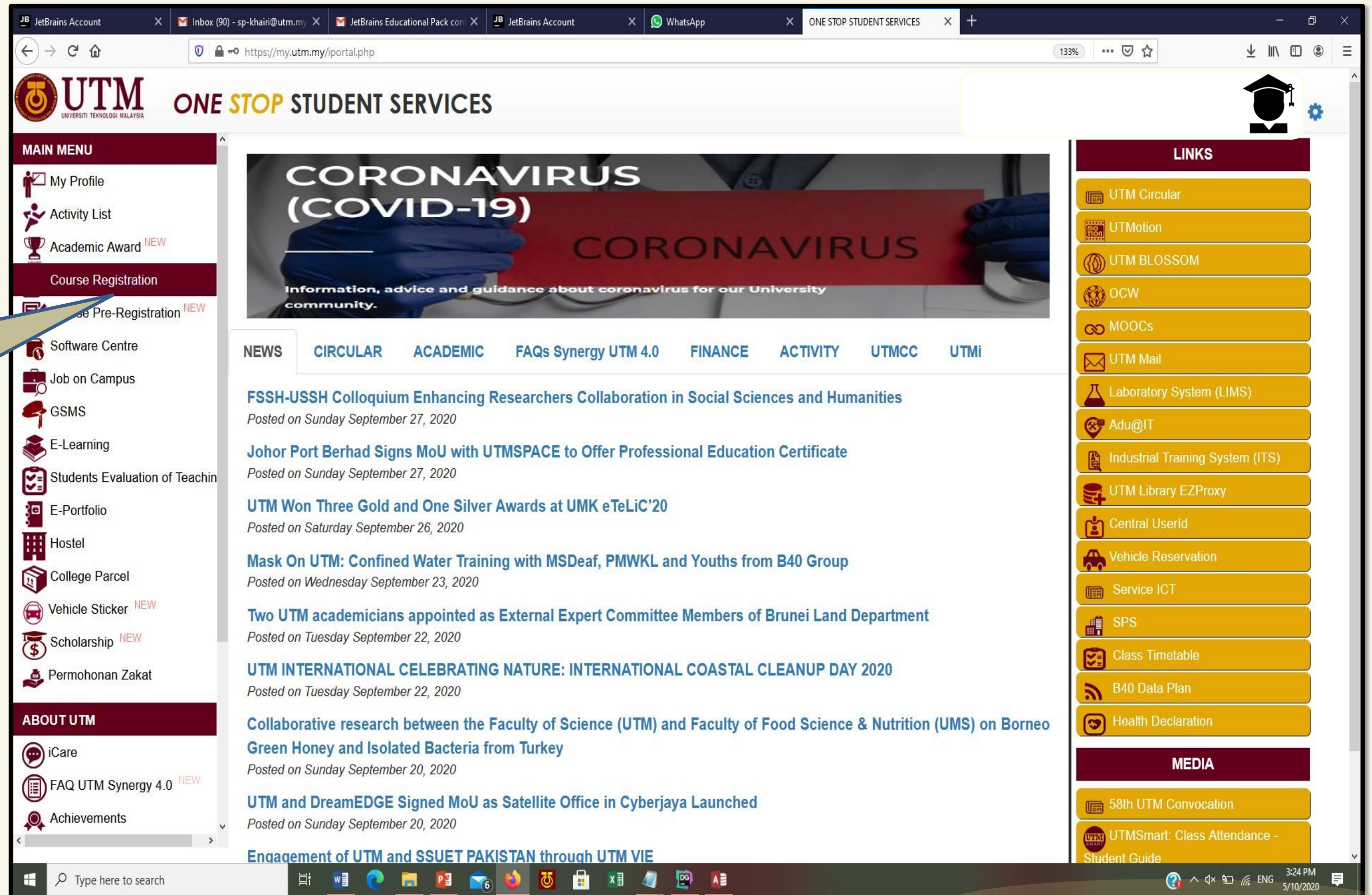


	<input type="text" value="Acid ID (UTM)"/>	
	<input type="password" value="Password"/>	
<a href="#">Forgot Password ?</a>	<a href="#">Don't Have ACID ?</a>	<a href="#">How to login</a>

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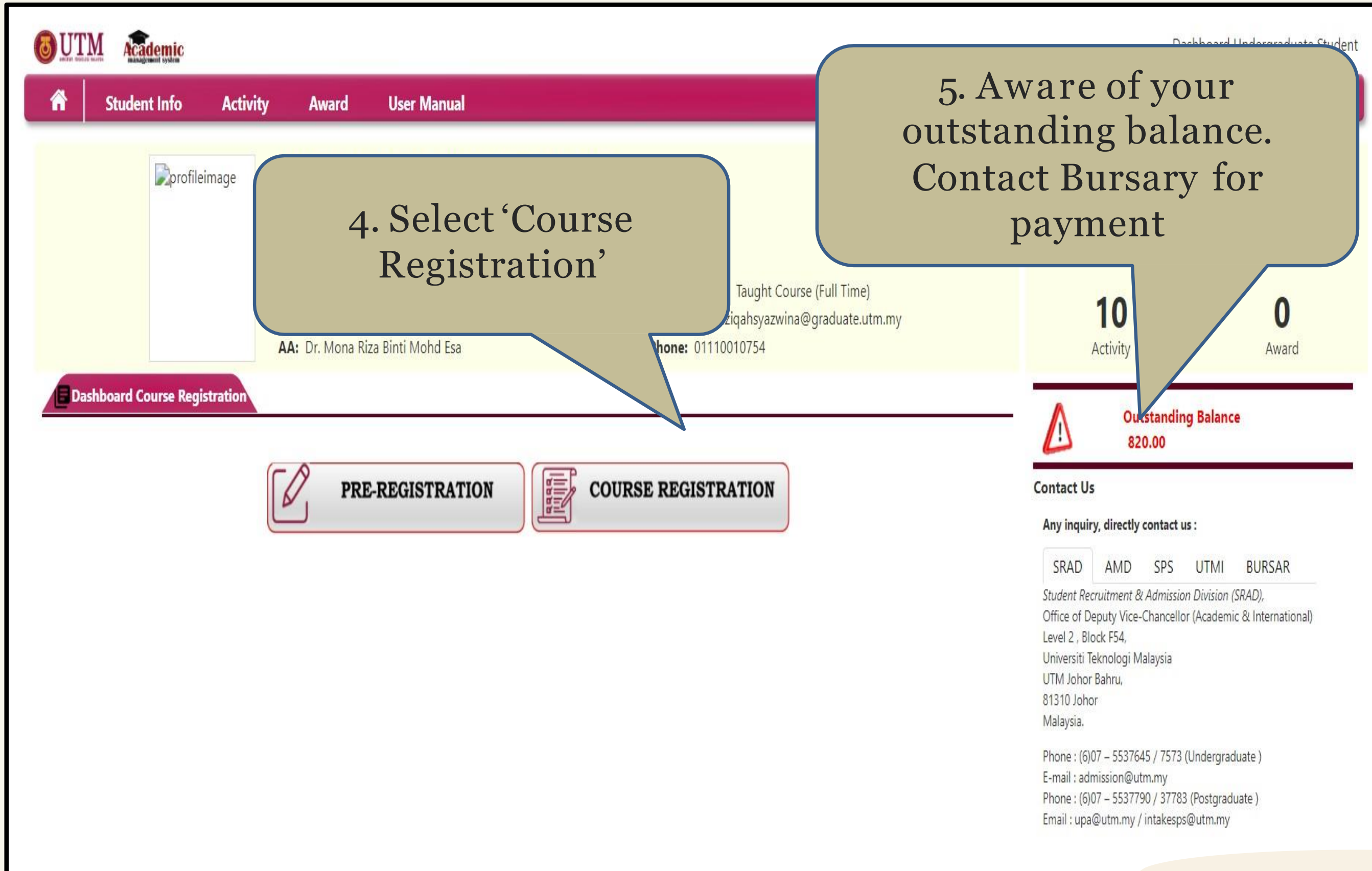


3. Select 'Course Registration'



The screenshot displays the UTM ONE STOP STUDENT SERVICES portal. The browser address bar shows <https://my.utm.my/portal.php>. The page features a dark red header with the UTM logo and the text "ONE STOP STUDENT SERVICES". A navigation menu on the left lists various services, with "Course Registration" highlighted in a dark red bar. A callout box points to this menu item with the text "3. Select 'Course Registration'". The main content area includes a banner for "CORONAVIRUS (COVID-19)" and a "NEWS" section with several articles. A "LINKS" sidebar on the right contains various utility links like "UTM Circular", "UTMotion", and "UTM BLOSSOM". The Windows taskbar at the bottom shows the time as 3:24 PM on 5/10/2020.

# Guideline for Online Course Registration



Dashboard Undergraduate Student

UTM Academic management system

Student Info Activity Award User Manual

profileimage

4. Select 'Course Registration'

Taught Course (Full Time)  
ziqahsyazwina@graduate.utm.my  
AA: Dr. Mona Riza Binti Mohd Esa  
Phone: 01110010754

10 Activity  
0 Award

Dashboard Course Registration

PRE-REGISTRATION COURSE REGISTRATION

Outstanding Balance  
820.00

Contact Us

Any inquiry, directly contact us :


SRAD AMD SPS UTMI BURSAR

Student Recruitment & Admission Division (SRAD),  
Office of Deputy Vice-Chancellor (Academic & International)  
Level 2, Block F54,  
Universiti Teknologi Malaysia  
UTM Johor Bahru,  
81310 Johor  
Malaysia.

Phone : (6)07 – 5537645 / 7573 (Undergraduate )  
E-mail : admission@utm.my  
Phone : (6)07 – 5537790 / 37783 (Postgraduate )  
Email : upa@utm.my / intakesps@utm.my

5. Aware of your outstanding balance. Contact Bursary for payment




Dashboard Undergraduate Student

Home
Student Info
Activity
Award
User Manual

**6. Select 'Compulsory Registration'**

**7. Select 'Add New Course'**

Pre-Registration | **Compulsory Registration** | Course Offered | Registration Schedule | Course Registration →

Open to register  
You have not submit your Registration.

No. Code	Course Title	Section	Credit	Method	Action
1. SEEE2073	SIGNALS AND SYSTEMS	04	3	BL	
2. SEEE2423	FUNDAMENTALS OF ELECTRICAL POWER SYSTEMS	03	3	BL	
3. SEEU2003	ELECTRICAL TECHNOLOGY	01	3	BL	
4. SSCE1993	ENGINEERING MATHEMATICS II	32	3	OL	
5. UHLB2122	ACADEMIC COMMUNICATION SKILLS	39	2	OL	
6. UHMT1012	GRADUATE SUCCESS ATTRIBUTES	32	2	OL	
7. UKQF2911	POLICE VOLUNTEER II	01	1	OL	
			<b>Total Credit</b>	<b>17</b>	

**Outstanding Balance**  
820.00

**Contact Us**  
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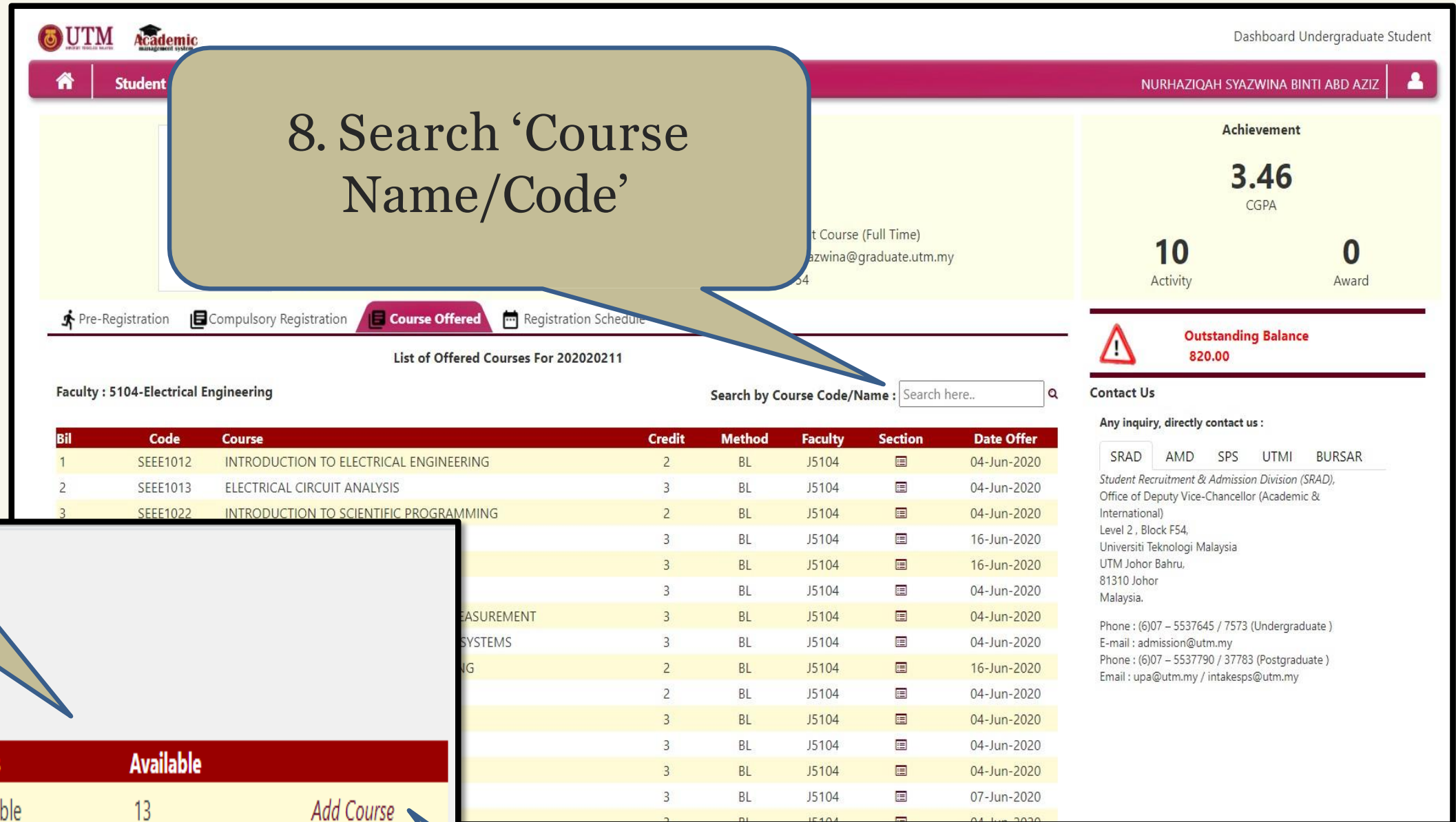
SRAD | AMD | SPS | UTMI | BURSAR

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Email : upa@utm.my / intakesps@utm.my

Remarks from your Academic Advisor :

Hit Counter : 03211826



Dashboard Undergraduate Student

NURHAZIQAH SYAZWINA BINTI ABD AZIZ

8. Search 'Course Name/Code'

Pre-Registration | Compulsory Registration | **Course Offered** | Registration Schedule

List of Offered Courses For 202020211

Faculty : 5104-Electrical Engineering

Search by Course Code/Name : Search here..

Bil	Code	Course	Credit	Method	Faculty	Section	Date Offer
1	SEEE1012	INTRODUCTION TO ELECTRICAL ENGINEERING	2	BL	J5104		04-Jun-2020
2	SEEE1013	ELECTRICAL CIRCUIT ANALYSIS	3	BL	J5104		04-Jun-2020
3	SEEE1022	INTRODUCTION TO SCIENTIFIC PROGRAMMING	2	BL	J5104		04-Jun-2020
			3	BL	J5104		16-Jun-2020
			3	BL	J5104		16-Jun-2020
			3	BL	J5104		04-Jun-2020
		MEASUREMENT	3	BL	J5104		04-Jun-2020
		SYSTEMS	3	BL	J5104		04-Jun-2020
		ING	2	BL	J5104		16-Jun-2020
			2	BL	J5104		04-Jun-2020
			3	BL	J5104		04-Jun-2020
			3	BL	J5104		04-Jun-2020
			3	BL	J5104		04-Jun-2020
			3	BL	J5104		07-Jun-2020
			2	BL	J5104		04-Jun-2020

Achievement

3.46  
CGPA

10 Activity | 0 Award

Outstanding Balance  
820.00

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9. View 'Status and Availability'

List of Section For : 1 SKEE2523 DSOW

Faculty : 5104-Electrical Engineering

Session : 202020211

Bil	Section	Type	Capacity	Registered	Status	Available	
1	01	K	27	14	Available	13	Add Course
2	02	K	27	27	Full	0	Add Course
3	03	K	27	22	Available	5	Add Course
4	04	K	30	1	Available	29	Add Course
5	05	K	30	21	Available	9	Add Course

10. Add Course if agreed. Repeat step 5, 6 and 7 for additional course.



Dashboard Undergraduate Student

NURHAZIQAH SYAZWINA BINTI ABD AZIZ

Student Info Activity Award User Manual

Matric No.: A19EE  
Semester/Norm: :  
AA: Dr. Mona Riza

Pre-Registration **Compulsory Registration** Course Offered Registration Schedule **Course Registration → Add Course**

Open to register  
You have not submit your Registration.

202020211

No. Code	Course Title	Section	Credit	Method	Action
1. SEEE2073	SIGNALS AND SYSTEMS	04	3	BL	
2. SEEE2423	FUNDAMENTALS OF ELECTRICAL POWER SYSTEMS	03	3	BL	
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7. UKQF2911	POLICE VOLUNTEER II	01	1	OL	
			<b>Total Credit</b>	<b>17</b>	

Submit

Remarks from your Academic Advisor :

Hit Counter : 03211826

**Achievement**

**3.46**  
CGPA

**10** Activity **0** Award

**Outstanding Balance**  
820.00

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Phone : (6)07...  
E-mail : adm...  
Phone : (6)07...  
Email : upa@...

12. Reminder of Credit Hours Exceeds limit. Return and make sure not exceeding 18 credit hours.

11. Click 'Submit' and wait for Academic Advisor's approval

localhost:49596 says

You cannot register more than 18 credit hours. Please refer to your faculty.

OK

**User Manual**

NURHAZIQAH SYAZWINA BINTI ABD AZIZ

Engineering (Electrical)  
Engineering

9EE0134  
m: 3 / 8  
Riza Binti Mohd Esa

**Type of Study:** Taught Course (Full Time)  
**E-mail:** nurhaziqahsyazwina@graduate.utm.my  
**Phone:** 01110010754





## Emails and Telephone No.



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Faculty of Built Environment and Surveying : [fabu@utm.my](mailto:fabu@utm.my) | +607-5557401

Faculty of Science : [ugfs@utm.my](mailto:ugfs@utm.my) | +607-5534043/46

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