

IMPORTANT INFORMATION

SEMESTER REGISTRATION FOR GRADUATE STUDENTS SEMESTER 1, 2016/2017 SESSION

- 1) All students are required to go through Semester Registration for Semester 1, 2016/2017 Session.
- 2) Below are the relevant information and procedures for your attention:
 - You are reminded to update your details at ePelajar,
<https://cgsweb.unimas.my/PGeStudent/Login.jsp>;
 - Kindly inform us if you have been offered a scholarship by sending a verified copy of the offer letter. We shall then provide you with your **reference number** for you to activate your registration status;
 - For self-sponsored student, your **reference number** will be provided to you once semester fees are paid **in full**.
 - Semester/Student registration will be from **29 August 2016 – 04 September 2016** via online:
<https://cgsweb.unimas.my/PGeSemesterRegistration>;
 - Penalty of RM200.00 will be imposed for student registration from 05 – 30 September 2016. Payment to be made at Unit Kewangan Pelajar UNIMAS. Please submit proof of payment to Centre for Graduate Studies for further action.

Upon registration, please use:

- i. student number for username
- ii. IC or passport number for password (provided no changes were done previously).

If you failed to access the above links please click: **“Help me! I forgot my password”** button.

Centre for Graduate Studies’ Office will be CLOSED during WEEKENDS and PUBLIC HOLIDAYS

COURSE REGISTRATION FOR RETURNING STUDENTS

- (a) Please be reminded to **register for your courses** after you have completed your semester registration via online:
<https://cgsweb.unimas.my/PGeCourseRegistration>
- (b) Students are allowed to add and/or to drop courses from **29 August 2016** until **18 September 2016 without penalty**;
- (c) Penalty of **RM200.00 for each course** will be imposed for adding and/or dropping of courses with the approval of the Dean/Director from **19 – 30 September 2016**.
- (d) Penalty payment to be made at Unit Kewangan Pelajar UNIMAS. Please submit your proof of payment to the Centre for Graduate Studies for further action.
- (e) Adding and/or dropping of courses **after 30 September 2016 is not permitted**.

If you have any problem to access the above web-link, kindly email: hotline_cicts@unimas.my

If you need to contact CGS staffs, kindly refer the officers in charge of each Faculty/Institute:

Piana Bt Tapa (tpiana@unimas.my)	581106	<i>FEB, InDI & IHCM</i>
Hajemawati Bt Husaini (asmawati@unimas.my)	581015	<i>FMHS, FRST & IBS</i>
Nursuzila binti Daud (dnursuzila@unimas.my)	581017	<i>FCSHD, FACA, ISITI & IBEC</i>
Julianne Ak Jeli (jjulianne@unimas.my)	581017	<i>FE, FCSIT, FLSCS & FSS</i>

List of Faculty/Institute

FEB	Faculty of Economics and Business
FMHS	Faculty of Medicine and Health Sciences
FRST	Faculty of Resource Science and Technology
FCSHD	Faculty of Cognitive Sciences and Human Development
FACA	Faculty of Applied and Creative Arts
FE	Faculty of Engineering
FCSIT	Faculty of Computer Science and Information Technology
FLSCS	Faculty of Language Studies and Communication Studies
FSS	Faculty of Social Sciences
InDi	Institute of Design and Innovation
IHCM	Institute of Health and Community Medicine
IBS	Institute of Borneo Studies
ISITI	Institute of Social Informatics and Technological Innovations
IBEC	Institute of Biodiversity and Environmental Conservation