LEE KONG CHIAN FACULTY OF ENGINEERING AND SCIENCE (LKC FES)
COURSE PRE-REGISTRATION FOR OCTOBER 2016 TRIMESTER

To ALL LKC FES students:

IMPORTANT NOTES:

1. You are required to meet with your respective Academic Advisor before Week 14 to enable you to pre-register the courses for next trimester.

2. For any common courses (e.g.: UAXXxxx3 Foreign Language etc.), priority may be given to certain programme(s) according to the indicated year/trimester from respective programme structure. The Faculty will release the remaining seats for common courses (if any) on 1 September 2016 at 9.30am for all students to register.

3. Please take note that the following courses will not be open to students during the pre-registration week. If you wish to take the course, you have to manually register by filling in the form with the link provided.
   
   (a) UEME1132 Statics (https://goo.gl/eus0Zx)
   (b) UEEA1243 Circuit Theory (https://goo.gl/eus0Zx)
   (c) MPU34XX2 Co-Curriculum (https://goo.gl/mvj0e0)

4. Students who are in a Normal candidacy are allowed to register for a maximum of 10 credit hours and a minimum of 1 course in a 7 lecture-week trimester.

5. Students who are on Probation are only allowed to register for a maximum of 6 credit hours and a minimum of 1 course in the 7 lecture-week trimester.
6. Please take note that if you would like to register for foreign language, you **MUST** follow one of the below combinations:

(a) Students who register **Lecture 1 (L1)**, **MUST** register either **Tutorial 1 (T1)** or 2 (T2) only; OR
(b) Students who register **Lecture 2 (L2)**, **MUST** register either **Tutorial 3 (T3)** or 4 (T4) only.

If you **DID NOT** register Lecture & Tutorial class as instructed above (Items 5 (a) and 5 (b)), FGO will revise your timetable **without notification**.

Kindly view the timeline for pre-registration and register your desire course(s) to be studied for October 2016 Trimester based on the following stipulated period:

(i) **Pre-View of Course(s) Offered and Timetable**
**24 AUGUST 2016 – 28 AUGUST 2016**

(ii) **Duration for Pre-Registration of Course(s)**
**29 AUGUST 2016 (MONDAY) [9:00am] – 1 SEPTEMBER 2016 (THURSDAY) [5:00pm]**

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<td>3E,EC,PH,AR</td>
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<td>29 August</td>
<td>9:00 AM</td>
<td>Thursday</td>
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<td>CI,CL,ME,MM (CH &gt;90)</td>
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**CH** = Total Credit Hours earned up to last trimester.
(You can login to UTAR Portal, then proceed to "My Account" to view your total credit hours earned.)
HOW TO LOGIN TO THE SYSTEM

(a) Click on the web browser below and key in your details to log in:-
   http://unitreg.utar.edu.my

OR

(b) Go to UTAR homepage at http://www.utar.edu.my and click UTAR Portal -> Course Registration to display the Login page.

Please read through COURSE REGISTRATION USER GUIDE before register.

Thank you.

Faculty General Office
Lee Kong Chian Faculty of Engineering and Science