

IMPORTANT INFORMATION

STUDENT REGISTRATION FOR SEMESTER 1, 2018/2019 ACADEMIC SESSION

(MASTER OF ORTHOPAEDIC SURGERY)

- 1) All students are required to go through Semester Registration for Semester 1, 2018/2019 Academic session.
- 2) Below are the relevant information and procedures for your attention:
 - You are reminded to update your details at ePelajar, <https://smpweb.unimas.my/eStudent>;
 - Semester/Student registration will be from **04 June 2018 – 08 June 2018** via online: <https://smpweb.unimas.my/eStudent>;
 - Penalty of RM200.00 will be imposed for student registration from **11 June 2018 – 18 June 2018**. Payment to be made as follows: -

Programme	Methods of payment
Orthopaedic Surgery Students	1. Counter at Student Finance Unit, Level G, HEPA Building, UNIMAS; or 2. Internet Banking/Credit Card via online: https://payportal.unimas.my/epayment/

- Please submit proof of payment to Centre for Graduate Studies for further action.

Centre for Graduate Studies' Office will be CLOSED during WEEKEND and PUBLIC HOLIDAY

Below are the steps on how to **activate your single ID, login to single ID & login to email.**

User Name: matric no.

Email Address: matric no.@siswa.unimas.my

NOTE :-

- If you haven't activated your single ID, please follow step 1.
- If you have forgotten your password, please follow step 1.
- If the problem persists, please contact our Help Desk at +6082583848.

1. Activate Single ID?

- Login to <https://iforgot.unimas.my/v2/>
- Enter your student email User Name (e.g. 12345) & IC/Passport Number
- Click Send
- Check your personal email & complete the instruction given

2. Login to Single ID

Once you successfully activated your single ID you can login to your single ID.

- Login to <https://theuniversity.unimas.my/login>
- Enter your siswa mail user name (e.g. 12345) & Password
- Log In

3. Login to Email

- Login to office365.unimas.my
- Enter your siswa email (e.g. 12345@siswa.unimas.my) & your single ID password
- Log In

**COURSE REGISTRATION FOR RETURNING STUDENTS -
SEMESTER 1, 2018/2019 ACADEMIC SESSION
(ORTHOPAEDIC SURGERY 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 **04 June 2018 – 08 June 2018 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 of CGS from **11 June 2018 – 18 June 2018**.

(d) Penalty of payment to be made as follows: -

Programme	Methods of payment
Orthopaedic Surgery Students	3. Counter at Student Finance Unit, Level G, HEPA Building, UNIMAS; or 4. Internet Banking/Credit Card via online: https://payportal.unimas.my/epayment/

(e) Please submit your proof of payment to the Centre for Graduate Studies for further action.

(f) Adding and/or dropping of courses **after 18 June 2018 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:

Julianne Ak Jeli (jjulianne@unimas.my)	581106	<i>FEB, InDI & IHCM</i>
Edward Egat ak Bilong (beegat@unimas.my)	581015	<i>FMHS, FRST & IBS</i>
Noryanti Baizura bt Badhi (bnbaizura@unimas.my)	581017	<i>FCSHD, FACA, ISITI & IBEC</i>
Piana Binti Tapa (tpiana@unimas.my)	581017	<i>FE, FCSIT, FLSCS & FSS</i>

**** Adding and/or dropping of courses during the penalty period can only be done by student after submitting the receipt of penalty payment to Centre for Graduate Studies for further action.**