



MEMORANDUM
No: RO/ARU/08/2022 (R1)

To : All Students – DRB-HICOM University of Automotive Malaysia

From : Registrar

Cc : Prof. Dato’ Sr. Dr. Omar Osman - Vice Chancellor
Dr. Aizuddin Abdul Rahman – Dean, Student Affairs Centre
Fazlil Aslan Ismail – Head, Academic Management Centre
All Staff

Date : 26 October 2022

Subject : Notification of Academic Calendar for Undergraduate & Postgraduate Programmes Session 2023

Assalamualaikum w.b.t & Greetings to all.

This is to notify that the Senate has endorsed in its meeting Senate 03/2022, dated 19 Oct. 2022, the Academic Calendar for Undergraduate and Postgraduate programmes session 2023 as follows:

ACADEMIC CALENDAR FOUNDATION, UG & PG PROGRAMME SESSION 2023

ACTIVITIES	March 2023 Session	July 2023 Session	November 2023 Session
New Student Registration	14 Feb 2023 (Tuesday)	13 Jun 2023 (Tuesday)	17 Oct 2023 (Tuesday)
Continuing Student Registration	17 Feb 2023 – 19 Feb 2023	16 Jun 2023 – 18 Jun 2023	20 Oct 2023 – 22 Oct 2023
Add Courses (2 weeks)	20 Feb 2023 – 05 Mar 2023	19 Jun 2023 – 02 Jul 2023	23 Oct 2023 – 05 Nov 2023
Drop Courses (4 weeks)	20 Feb 2023 – 19 Mar 2023	19 Jun 2023 – 16 Jul 2023	23 Oct 2023 – 19 Nov 2023
Classes (12 weeks)	20 Feb 2023 – 14 May 2023	19 Jun 2023 – 10 Sep 2023	23 Oct 2023 – 14 Jan 2024
Revision & Final Assessment (2 weeks)	15 May 2023 – 28 May 2023	11 Sep 2023 – 24 Sep 2023	15 Jan 2024 – 28 Jan 2024
Semester Break	29 May 2023 – 18 Jun 2023 (3 weeks)	25 Sep 2023 – 22 Oct 2023 (4 weeks)	29 Jan 2024 – 18 Feb 2024 (3 weeks)

Any related information, you may refer the contact details as provided in Table 1.

Thank you.

Table 1: Contact Details

<i>Matters Concerned</i>	<i>Officers</i>	<i>Phone No.</i>	<i>Email</i>
Academic Management Centre ("AMC") <ul style="list-style-type: none"> ▪ Academic affairs ▪ Course registration ▪ Class timetable ▪ Teaching & learning arrangement 	<u>Faculty of Business & Management</u> Ms Hadijah Mohd Noh	09-4242490	hadijah.noh@dhu.edu.my
	<u>Faculty of Engineering & Technology</u> Ms Safariza Yahya	09-4242421	safariza@dhu.edu.my
	<u>Research Management & Postgraduate Centre</u> Ms Hafizah Mohamed Said	09-4242738	hafizah@dhu.edu.my
Finance <ul style="list-style-type: none"> ▪ Invoice ▪ Payment 	Ms Norazleena Abd Rahmat Ms Nur Suhana Abdul Latif@Ya'acob Ainur Ms Nurulaini Marliyana Samsudin	09-4242464 09-4242473 09-4242462	norazleena@dhu.edu.my suhana@dhu.edu.my marliyana@dhu.edu.my
Student Affairs Centre ("SAC") <ul style="list-style-type: none"> ▪ Student affairs ▪ Student welfare ▪ Student activities ▪ Student disciplinary ▪ Alumni 	Muhammad Zakuan Ab Rahman Mr Nadzmi Syafiq Mohd Azmi Ms Nurul Syazwani Che Mat Roplan	09-4242687 09-4242726 09-4242693	zakuan@dhu.edu.my nadzmi@dhu.edu.my syazwani@dhu.edu.my
University Village <ul style="list-style-type: none"> ▪ Student accommodation 	<u>Tower 1</u> Mr Mohamad Haikal Imran Mohamed Zukini	09-4242644	haikal.imran@dhu.edu.my
	<u>Tower 2 (Female Students)</u> Ms Sharifah Khyailhasma Syed Ahmad	09-4242686	khyailhasma@dhu.edu.my
	<u>Tower 3 (Male Students)</u> Mr Mohd Nur Irsyaduddin Ismail	09-4242685	irsyad@dhu.edu.my
FOE	Ms Nur Izzati Syazwani Mohd Noor	09-4242788	izzati@dhu.edu.my
FOB	Mr Muhammad Asri Aminudin	09-4242353	asri@dhu.edu.my
Registry Office <ul style="list-style-type: none"> ▪ Student registration ▪ Student records ▪ Examination management 	<u>Admission & Record Unit</u> Ms Syazwani Rijaluddin Ms Wan Nurul Syafiqah Wan Abdul Samad Ms Ida Natasha Hassanuddin Ms. Nor Izni Mohd Sham <u>Examination Management Unit</u> Mr Ahmad Faris Mohamed Shukri Mohamad Ms Maizatul Shahira Bahajanuri	09-4242432 09-4242412 09-4242624 09-4242435 09-4242723 09-4242623	wani.rijaluddin@dhu.edu.my syafiqah@dhu.edu.my ida.natasha@dhu.edu.my izni@dhu.edu.my faris.shukri@dhu.edu.my maizatul@dhu.edu.my
University Management Centre ("UMC") <ul style="list-style-type: none"> ▪ Marketing & student recruitment ▪ Scholarship & sponsorship affairs ▪ International student affairs 	<u>Marketing & Student Recruitment</u> Mr Mohamad Hadinata Abdul Ishak Hassanat Ms Nur Liyana Hassan Mr Muhamad Zul Nor Iqmal Jumaat	09-4242424 09-4242698 09-4242429	hadinata@dhu.edu.my nurliyana@dhu.edu.my iqmal@dhu.edu.my
	<u>Scholarships & Sponsorships</u> Cr. Ataullah Anas Ms Syarifah Ekanorlia Said Syamsoul Anwar Leely	09-4242619 09-4242426	ataullah@dhu.edu.my eka.said@dhu.edu.my
	<u>International Student Affairs</u> Ms Madihah Mat Daud	09-4242643	madihah@dhu.edu.my