

MEMORANDUM

No: RO/ARU/21/2023

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

From : Registrar (Acting)

Cc : Prof. Dato’ Sr. Dr. Omar Osman - Vice Chancellor
Assoc. Prof. Ts. Dr. Ong Huei Ruey – Senior Dean, Institute of Academic
Dr. Aizuddin Abdul Rahman – Dean, Student Affairs Centre (SAC)
Fazlil Aslan Ismail – Head, Academic Management Centre (AMC)
All Staff

Date : 9 November 2023

Subject : Academic Calendar Foundation, Ug, Pg Programme Session 2024

Assalamualaikum w.b.t & Greetings to all.

This is to notify, the approved Academic Calendar for Foundation, Undergraduate and Postgraduate programmes session 2024 for your reference.

ACADEMIC CALENDAR FOUNDATION, UG, PG PROGRAMME SESSION 2024

ACTIVITIES	MARCH 2024	JULY 2024	NOVEMBER 2024
New Student Registration	13 Feb 2024 (Tuesday)	11 Jun 2024* (Tuesday)	15 Oct 2024 (Tuesday)
Continuing Student Registration	16 Feb 2024 – 18 Feb 2024	21 Jun 2024 – 23 Jun 2024	18 Oct 2024 – 20 Oct 2024
Add Courses (2 Weeks)	19 Feb 2024 – 3 Mar 2024	24 Jun 2024 – 7 Jul 2024	21 Oct 2024 – 3 Nov 2024
Drop Courses (4 Weeks)	19 Feb 2024 – 17 Mar 2024	24 Jun 2024 – 21 Jul 2024	21 Oct 2024 – 17 Nov 2024
Classes (12 Weeks)	19 Feb 2024 – 12 May 2024	24 Jun 2024 – 15 Sep 2024	21 Oct 2024 – 12 Jan 2025
Revision & Final Assessment (2 Weeks)	13 May 2024 – 26 May 2024	16 Sep 2024 – 29 Sep 2024	13 Jan 2025 – 26 Jan 2025
Semester Break	27 May 2024 – 23 Jun 2024 (4 Weeks)	30 Sep 2024 – 20 Oct 2024 (3 Weeks)	27 Jan 2025 – 16 Feb 2025 (3 Weeks)

*17 Jun 2024 Hari Raya Aidiladha

For any related information, you may refer to the contact details as provided in Table 1.

Thank you.

Table 1: Contact Details

Matters Concerned	Officers	Phone No.	Email
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
Student Affairs Centre ("SAC") <ul style="list-style-type: none"> ▪ Student affairs ▪ Student welfare ▪ Student activities ▪ Student disciplinary 	Mr Muhamad Zul Nor Iqmal Jumaat Ms Nurul Syazwani Che Mat Roplan Mohd Zulhairi Izaan bin Anuar	09-4242429 09-4242693 09-4242565	iqmal@dhu.edu.my syazwani@dhu.edu.my zulhairi.izaan@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 FOB	Ms Nur Izzati Syazwani Mohd Noor Mr Muhammad Asri Aminudin	09-4242788 09-4242353	izzati@dhu.edu.my asri@dhu.edu.my
Registrar's 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	09-4242432 09-4242412	wani.rijaluddin@dhu.edu.my syafiqah@dhu.edu.my
	Ms. Ida Natasha Hassanuddin Ms. Nor Izni Mohd Sham	09-4242624 09-4242435	ida.natasha@dhu.edu.my izni@dhu.edu.my
	<u>Examination Management Unit</u> Mr. Ahmad Faris Mohamed Shukri Mohamad	09-4242723	faris.shukri@dhu.edu.my
	Ms. Maizatul Shahira Bahajanuri	09-4242623	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> Ms. Olivia Ms. Rohayu Rusli	016-2119130 012-2635015	olivia@dhu.edu.my rohayu@dhu.edu.my
	<u>International Student Affairs</u> Ms. Nurun Nisa Ismail	09-4242517	nurun_nisa@dhu.edu.my
Finance <ul style="list-style-type: none"> ▪ Invoice ▪ Payment 	Ms Norazleena Binti Abd Rahmat Ms Ainur Syahida Binti Shaharuddin Ms Nurulaini Marliyana Binti Samsudin	09-4242464 09-4242467 09-4242462	norazleena@dhu.edu.my ainursyahida@dhu.edu.my marliyana@dhu.edu.my