

RENEWAL AND COURSE REGISTRATION

03 February 2026 – 16 March 2026

FAQ

Q1 : REGISTERED 2 MONTH BEFORE NEW SEMESTER

I have registered 2 month before the commencement of new semester. Do I have to complete renewal registration process?

Answer : YES. It is compulsory for every semester.

Q2 : STUDENT WITH SPONSOR

I have sponsor do I have to complete renewal registration process?

Answer : Yes. Should your sponsor pay direct to USM, you are required to complete online registration & submit your sponsor letter and invoice to Bursary Department before the deadline.

Q3 : REGISTRATION NOT COMPLETE

Will I be terminated if I don't complete renewal registration process?

Answer : Yes. Student will be charged penalty RM400/ USD100 for reactivation process.

Q4: POSTPONEMENT APPLICATION

If I want to apply for postponement, do I have to pay for tuition fees?

Answer: It is subjected to the date of your postponement application. Kindly refer to Campus Online-Postponement.

Q5 : NO COURSE TO ENROL

Since I don't have any course to enrol in, should I request for postponement?

Answer: Yes, you should.

Q6 : THE CURRENT STATUS IS POSTPONEMENT

My current status is Postponement. Did system allow me to do the Progress Report/ Register Course?

Answer : Yes, you can still proceed to complete the progress report and online registration.

Q7 : GUIDELINE FOR REGISTRATION

<https://ips.usm.my/index.php/current-student-v2/candidature-matters/renewal-registration>

RESEARCH MODE PROGRAMME

Students and supervisors are required to update their respective progress reports and renew the registration via Campus Online

COURSEWORK & MIXED MODE PROGRAMME

Students are required to do course registration via Campus Online

Compulsory to all Postgraduate Students

Latest by **29 March 2026**
to avoid late penalty

For EPF withdrawal, kindly apply through EPF website via www.kwsp.gov.my by **2nd March 2026** (Please ensure to **CONFIRMED** your registration)

Completion of the Teaching Evaluation for all registered courses is mandatory. Students who fail to do so will be unable to view their examination results and will be restricted to registering courses for the next semester.



For any matters regarding payment/invoice kindly email to :

Main Campus/Advanced Medical & Dental Institute : ukpbendahari@usm.my

Engineering Campus :
pelajar_eng@usm.my

Health Campus :
postgradkck@usm.my

RESEARCH MODE

03 February 2026 – 16 March 2026

Progress Reports

All postgraduate students and supervisors are required to update their Progress Report through the Campus Online portal (<http://campusonline.usm.my>)

The Renewal Registration process would only be permitted after the above said progress reports are completed by the respective students and supervisors.

Progress report can be updated from **03 February 2026 - 16 March 2026**.
For registration made after this period, penalty will be imposed.

Renewal of registration through online & payment

Login to your profile at <http://campusonline.usm.my> for renewal registration

Online registration procedures are available via this link :

<https://ips.usm.my/index.php/current-student-v2/candidature-matters/renewal-registration>

All payment of any method have to be made latest by **16 March 2026** to avoid penalty (RM200/USD50)

Registration of Pre-Requisite and LKM 111 Course

Course registration can be made through Campus Online Portal.

LATE REGISTRATION 17 March 2026 - 29 March 2026

Penalty

Penalty of RM200/USD50 will be imposed

Payment not complete

Student who have registered online but did not complete payment during this period

03 February 2026 - 16 March 2026 also will be considered as late registration and the penalty will be imposed.

SYSTEM CLOSED 30 March 2026



Fail to Renew

Action will be taken by the university against student who failed to renew registration.

Term & Procedure

According to the regulation of the University, students must renew registration every semester except for specific reason such as health problem etc.

Please be noted that the University may terminate the study of any student who failed to register without any valid reason.

Student will be charged penalty RM400/ USD100 for reactivation process.

TERMINATION 13 April 2026 Onwards

POSTPONEMENT OF STUDY

Postponement of study can be applied via Campus Online Portal.
To apply, kindly login to the campus online portal
(<http://campusonline-ver2.usm.my>)

Any postponement made after week 3 (CWMM program), dropping of subject(s) has to go through School/Centre/Institute

FOR ANY MATTERS REGARDING PAYMENT/INVOICE KINDLY EMAIL TO :

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COURSEWORK AND MIXED MODE

RENEWAL REGISTRATION

03 February 2026 - 16 March 2026

Course Registration

Course registration is via this link : <http://campusonline.usm.my>

Online Registration Guideline

Online registration procedure are available via this link :

<https://ips.usm.my/index.php/current-student-v2/candidature-matters/renewal-registration>

Payment

All payments of any methods have to be made latest by **16 March 2026** to avoid late registration penalty (RM200/USD50)

Confirmation of Course Registration

Please ENSURE the selected COURSES ARE CORRECT in the student course registration list (Current Semester) and it can be done through Campus Online starting from 1st week to 2nd week.

Registration of Pre-Requisite and LKM 111 Course

Course registration can be made through Campus Online portal.

LATE REGISTRATION

17 March 2026 - 29 March 2026

Penalty

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SYSTEM CLOSED

30 March 2026

COURSE ADDING/DROPPING WITH PENALTY (from 30 March 2026)

Adding/dropping course by form

All application need to be done by Add/Drop form: <https://bit.ly/HEP01form2>

Students need to complete the form with approval from School/Centre/Institute and payment receipt before submitting to IPS.

Course adding/dropping

Course adding - Students will be charged RM50 (per application) without any valid reason.

Course dropping - within this period (fees are not refundable/cannot be carry forward).

Adding/dropping after week-3

Starting week-4, adding/dropping of subject(s) has to go through School/Centre/Institute and has to be endorsed by Deputy Vice-Chancellors Academic and International.



TERMINATION

13 April 2026 Onwards

Fail to Renew

Action will be taken by the university against student who failed to renew registration.

Term & Procedure

According to the regulation of the University, students must renew registration every semester except for specific reason such as health problem etc.

Please be noted that the University may terminate the study of any student who failed to register without any valid reason.

TERMINATION LETTER will be issued to students who did not renew registration and fail to pay the tuition fees.

Student will be charged penalty RM400/ USD100 for reactivation process.

POSTPONEMENT OF STUDY

Postponement of study can be applied via Campus Online Portal. To apply, kindly login to the campus online portal (<http://campusonline-ver2.usm.my/>)

Any postponement made after week 3 (CWMM program), dropping of subject(s) has to go through School/Centre/Institute

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