

Academic Study Arrangement for September / October 2022 Trimester

With reference to the MOHE's safety / health SOPs upon transition to the endemic phase starting from 1 April 2022, the University would like to update all UTAR students on the academic study arrangement for September / October 2022 Trimester:

1. **Commencement Dates:** Foundation Programmes, Undergraduate Programmes and Postgraduate Programmes (coursework / mixed-mode) shall start on the dates below:

**Table 1: Commencement Dates of September/October 2022 Trimester for
UTAR Programmes**

Programmes	Commencement Date
Foundation	17 Oct 2022
Undergraduate (Except for MBBS)	25 Oct 2022
MBBS	26 Sept 2022
Postgraduate (Except for Master of Architecture)	19 Sept 2022
Master of Architecture	25 Oct 2022

Please refer to the latest Academic Calendar on UTAR website for the detailed schedules.
(<https://admission.utar.edu.my/Academic-Calendar.php>)

2. **Modes of Delivery:** Blended learning delivery mode shall be implemented where:
 - (i) **All Lecture Classes** by default shall be conducted via **physical mode** in campus starting from Week 1 of all programmes. Faculty / Institute / Centre may conduct certain lecture classes via **Online Teaching and Learning (OTL) mode** depending on the course nature, and when deemed necessary due to safety measures and health-related concerns.
 - (ii) **All Tutorials / Practical Classes / Project / Assignment / Learning Activities** shall be conducted via **physical mode**.

The conduct of all physical classes and activities in the University premises and the use of campus infrastructures and facilities, where relevant, shall follow all the health and safety SOPs of MOHE and physical distancing SOPs issued by the University.

3. **Hybrid Mode:** Hybrid mode refers to a learning environment where some students are attending physical class with the lecturer in class, while other students are joining the same class virtually through MS Teams simultaneously.

Students who are unable to attend physical classes with strong justification **MUST APPLY** via the Student Portal for approval to attend classes in hybrid mode, preferably TWO (s) working days prior to the classes applied for. This includes being tested positive (e.g. MySejahtera Home surveillance Order (HSO), RTK image), showing symptoms, being notified or confirmed as a close contact, practicing quarantine or self-isolation as per UTAR *Bilik Gerakan*, MOH instruction or MySejahtera notification and other special cases. After the approved period, students must re-join the physical classes.

Due to laboratory facilities and specific requirements, certain practical classes are not conducted in hybrid mode. Students who cannot attend physical classes with valid reasons may arrange for rescheduled physical classes at another time. Please contact your Faculty / Institute / Centre for further information and arrangement.

4. **International Students:** All international students are required to return to campus by Week 1 of respective programmes. Please contact the Department of International Student Services (DISS) if you need further information.
5. **Leave of Absence (LOA):** Students who are unable to return to campus for physical classes for the entire September / October 2022 Trimester must apply to your respective Dean / Director with relevant justification for further arrangement or apply for Leave of Absence (LOA). Please contact your respective Dean / Director for such requirements.
6. **Vaccination Status:** Returning students must complete the vaccination processes and show their MySejahtera status at the University entrances. Students who have not done so due to health concerns must provide valid medical documents as justification upon request.
7. **Learning Spaces:** Returning students can use the Learning Spaces equipped with WiFi access in both Kampar and Sg. Long Campuses, e.g. Main Library, UTAR Mary KUOK Pick Hoo Library, student lounge, concourse areas, common or open space areas. Seats are on a first-come-first-served basis with priority given to students during the change-over between classes, those attending hybrid classes and those conducting self-study.
8. **Video Recordings:** Students can access pre-recorded video recordings in Web-based Learning Environment (WBLE and/or WBLE2), or if applicable, recordings of MS Teams live streaming video lectures (conducted either in the OTL or hybrid mode) for revision purposes.
9. **Remedial Classes:** Students must take note of the schedule of remedial classes announced by the University or their respective Faculty / Institute / Centre. Students are encouraged to take up these essential practical and laboratory sessions to master the skills required by professional body or the programme.
10. **Mid-term Test:** Mid-term test or other continuous assessments shall be conducted physically in campus to familiarise students with physical Final Examination.
11. **Final Examination:** All Final Examination (FE) shall be conducted physically in campus, by adhering to MOHE instructions on the safety / health SOPs and subject to latest COVID-19 changing situation.
12. **Replacement Final Examination:** Students who are unable to sit for physical FE due to unavoidable circumstances must immediately apply to your respective Dean / Director with strong justification for approval. Replacement FE in the physical mode that meet all the requirements, conduct and academic expectations of physical FE shall be further arranged.
13. **Industrial Training / Clinical Training:** Students who have registered for or plan to register for industrial training / clinical training in September / October 2022 Trimester must report directly to

the assigned company / institution outside the University for such arrangements and comply with the industrial training requirements.

- 14. Final Year Project (FYP) / Postgraduate Research:** Undergraduate students with FYPs and Postgraduate students by research mode can continue your project or R&D activities in campus.

- 15. Accommodation:** Students who require accommodation assistance may contact Department of Student Affairs (DSA) at hotline 6016-210 0864 (DSA-Kampar) / 6016 210 0862 (DSA-Sungai Long) or email dsa@utar.edu.my.

- 16. Financial Assistance:** Students are entitled to tuition fee instalment plan until 31 December 2022. Students who require financial assistance may contact Department of Scholarships and Financial Aid (DSFA) at 605-468 8888 Ext: 2575 (DSFA-Kampar) / 603-9086 0288 Ext: 379, 380 (DSFA-Sungai Long) or email financialaid@utar.edu.my.

Any changes / updates to the above arrangements will be announced from time to time, in view of latest COVID-19 situation and in accordance with the latest directives from MOHE, professional bodies and relevant authorities.

Please stay safe and healthy. Thank You.

Office of the Registrar
5 August 2022
