2.0 ADMISSION INTO THE UNIVERSITY

This section contains information about admission to UTAR programmes of study to ensure that all commencing students have fulfilled the standard requirements that demonstrate their potential to succeed in their university education pursuits.

2.1 General Requirements for Entry

2.1.1 Admission into the University shall be upon the decision of the Senate and subject to the candidate having: -

(a) paid the prescribed fees;

(b) registered as a student and had duly acknowledged his acceptance of the University's Offer of Admission; and

(c) registered for the programme for which he was offered at time of admission and subsequently at the commencement of each academic year.

2.1.2 An academic year is defined as the period specified by the Senate which is three (3) academic trimesters or two (2) academic semesters within 12 calendar months.

2.1.2 (a) One (1) academic year shall consist of a maximum of forty-five (45) weeks of study.

2.1.3 Except for the MBBS programme, a long trimester shall normally consist of seventeen (17) weeks of study, including lectures, study week and examination. A short trimester shall normally consist of ten (10) weeks of study including lectures, study week and examination.

For Foundation programme, a trimester shall not be less than thirteen (13) weeks and not more than fifteen (15) weeks of study, including lectures, study week and examination.

2.2 Entry of Audit Candidates

2.2.1 The Dean of a Faculty/Institute or the Head of a Centre shall be empowered to admit an audit candidate subject to the following terms and conditions:

(a) no audit candidate shall be admitted for more than one (1) calendar year if he is undertaking research; and one (1) academic year if he is enrolling for a course; and

(b) the total courses taken by the audit candidate cannot exceed two-thirds of the total courses allocated for the programme concerned in an academic year; and

(c) payment of fees in the prescribed amount.

2.2.2 An audit candidate is allowed to sit for the examinations for the courses enrolled. A written application shall be submitted to the Dean concerned 1 month prior to the examinations which application shall be accompanied by a letter from the Head of Department of the Faculty/Institute concerned requesting for such arrangement.

2.2.3 Notwithstanding any of the provisions of this paragraph (2) of this Rule, the Senate shall have the power to override the decision of the Dean.

2.2.4 The approval herein shall be subject to the condition that the audit candidate has completed his study for the courses to which the examination relates to the satisfaction of the Dean concerned.

2.3 Entry into Postgraduate Programmes

Subject to such rules or regulations which the Senate shall make, the following persons shall be eligible for entry into the University's postgraduate programmes depending upon the suitability of their qualifications with the programme intended for enrolment: -

(a) graduates of the University; and
(b) graduates from other institutions of higher learning recognized by the Senate

2.4 Registration of Concurrent Programmes

2.4.1 Except only with the approval of the Senate –

(a) a student who has registered for a programme leading to a Foundation or a Bachelor's degree of this University shall not be allowed to register concurrently for another programme leading to a Foundation or Bachelor's degree of this University or a programme of any other university; and

(b) a student who has registered for a programme leading to a degree or diploma of another university shall not be allowed to register concurrently for a programme leading to a Foundation or Bachelor's degree of this University.

The above provisions shall not be applicable to the double degree programme of this University.

2.4.2 The Senate may allow a postgraduate degree candidate of this University to register concurrently for another postgraduate degree programme in this University or another university if:

(a) the candidate possesses excellent academic credentials;

(b) the candidate registers concurrently for not more than two postgraduate degree programmes at any time;

(c) the concurrent programmes are part-time postgraduate degree programmes; and

(d) the concurrent programmes are in different areas of specialisation, whereby the research materials and data obtained and submitted for the degree of one programme would not be submitted for the degree of the other programme.

It is the responsibility of the candidate to devote adequate time and effort into the postgraduate programmes pursued.

2.4.3 For the purpose of paragraph (2) above, the candidate shall, upon registration, be required to sign a letter of undertaking that the same research materials and data would not be submitted for both postgraduate degree programmes. In the event that the student violates this undertaking, the University shall terminate the programme of the student with immediate effect or retract the degree, if the degree has been awarded.

2.5 Mode of Registration

Registration shall be affected by payment of the fees stipulated in the student bill accompanying the Letter of Offer for admission to the University which fees are to be paid on or before the due date stated the student bill.

2.6   Late Registration

2.6.1   Late registration and payments may be accepted at the absolute discretion of the University and subject to the imposition of any prescribed late registration fee and charges.

2.6.2   The University reserves the right to reject registration and payments made after the stipulated due date notwithstanding that such payments were inadvertently accepted by the University's agent for banking or collection.

2.7   Fraudulent Documents

Admission is based upon submission of certified true copies of the original documents and genuine information in the application form. Discovery of false information subsequent to the acceptance of admission will lead to the immediate dismissal at any point of time during the student's programme of study. Such dismissal shall result in forfeiture of all fees paid and academic credit earned.

2.8   Appeal Against the Application Result

Any candidate who is dissatisfied with the decision of the University on his application result may appeal to the University within three (3) working days from the notification of result.

2.9   Entry Requirements for Programmes of the University

A candidate having fulfilled the minimum entry requirements stipulated herein below shall be eligible for consideration for entry into either the Foundation Programmes or Bachelor's Degree Programmes.

For more details regarding Entry Qualifications, please contact the Division of Admissions and Credit Evaluation (DACE) via DACE hotlines 016-2233562 (Kampar campus) / 018-2953100 (Sungai Long campus) or refer to https://admission.utar.edu.my/Entry-Qualifications--and--English-Language-Requirements.php / scan the following QR code for more details:

2.10 English Language Requirements

As English Language is the medium of instruction and examination at the University, most programmes would normally require a credit / relevant score in English Language in one of the following examinations:

SPM/SPMV English Language
- International English Language Testing System (IELTS)
  - Academic
- Test of English as a Foreign Language (TOEFL)
  - TOEFL iBT
  - TOEFL Essentials (Online)
- Pearson Test of English
  - PTE Academic
  - PTE Academic (Online)
- English 1119 / O-Level English Language
- Malaysian University English Test (MUET)
- UEC English Language
- Cambridge English Qualifications and Tests
  - B1 Preliminary, B2 First, C1 Advanced, C2 Proficiency
  - Linguaskill
  - Occupational English Test (OET) (Conventional/Online)
- ELS
  - Certified Intensive English Programme Level (CIEP Level)

Note: Please also refer to the English Language Requirement of the programmes.

2.11 Other Equivalent Qualification

In addition to and without derogation of any of the foregoing provisions, the Senate shall have the discretion to consider and accept other qualifications as being equivalent to those stipulated hereinabove for purposes of ascertaining whether or not the minimum entry requirements are met.

2.12 Manner discretion to be exercised

The powers granted to the Senate by this Regulation shall be exercised based upon the merits of each individual case.

2.13 Other Entry Requirements

The University may impose any one or more of the following as additional entry requirements for admission:

(a) where deemed appropriate, a candidate will be required to sit for such additional examinations / tests for the University's evaluation purposes;

(b) where entry is offered by the University, a candidate shall be required to show proof of satisfactory health condition; and

(c) a candidate shall fulfill such other terms and conditions which the University may from time to time impose.

For detailed information on the above from 2.9 to 2.13, please refer to Appendix 3 under Regulation I : Entry Requirements for Programmes of the University.

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Welcome to our new students

New students, orientation committee members and staff at the Sungai Long Campus.

Mass call at the Kampar Campus for the new students.

*Student mentors and new students playing games
at the Sungai Long Campus multi-purpose hall.*

Blood donation campaign in progress.

New students visiting a pomelo orchard and a salted egg company at Kuala Kurau New Village.