



**សាកលវិទ្យាល័យកម្ពុជា**

The University of Cambodia

N<sup>o</sup>: 005/21 UC/ MM

**Announcement on Registration**  
**Term II: From 15 March 2021 to 11 July 2021**  
**Academic Year 2020 – 2021**  
**(International Track)**

**Colleges/Schools**

- Arts and Humanities
- Education
- Law
- Science and Technology
- Social Sciences
- Media and Communications
- Tony Fernandes School of Business
- School of Foreign Languages
- School of Creative Arts
- Techo Sen School of Government and International Relations

The University of Cambodia would like to inform all students who wish to register for classes in **Term II**, AY: 2020-2021 for all Degree Programs (Associate's, Bachelor's, Master's and Doctor's)

- ❖ The official start dates of classes:
  - ✓ The first day of classes for **weekday session** is on **March 15, 2021**.
  - ✓ The first day of classes for **weekend session** is on **March 20, 2021**.
- ❖ Registration for all students starts from 01 February 2021.

**Institutes**

- Institute of Research and Advanced Studies
- Institute of Technical and Professional Training

➤ *Please note the following deadlines.*

Status for Term 2 (2020-2021) From March 15, 2021 to July 11, 2021		Last Date for <u>Registration</u> (See Note 1)		Last Date for <u>Payment of Fees</u> (See Note 2)	
		Weekday Session	Weekend Session	Weekday Session	Weekend Session
New Students	Scholarship (Partial and Full)	09 March 2021	14 March 2021	15 March 2021	21 March 2021
	Pay-full				
	Transfer Credit	22 March 2021		22 March 2021	
Existing Students	Scholarship (Partial and Full)	01 March 2021	07 March 2021	09 March 2021	14 March 2021
	Pay-full	09 March 2021	14 March 2021	15 March 2021	21 March 2021

**Note 1:** All students, including those on scholarships, will have to pay an extra fee of \$30 if they register after the required date.

**Note 2:** All students, including those on scholarships, will have to pay an additional 5% (of the normal full fees) penalty for each week of late payment of tuition fees so that they can attend classes.

- If these are not paid within the first four weeks (20% late fee), the student will be considered to have dropped from the course(s) in question, and a Withdrawn grade (WD) will be recorded on their transcript.

Also note that registered courses may only be **added or dropped during the first week of term start (Weekday: 15 to 19 March 2021; Weekend: 20 to 21 March 2021)** with prior approval of the student's Dean/Associate Dean. When a student decides to drop a class for whatever reason after this deadline:

- i. this will appear as Withdrawn (WD) on the student's transcript if the student informs Dean/Associate Dean by the end of the first week of term – this will not affect their GPA;
- ii. *after that*, the course will appear as a Fail grade (Grade Point = 0) in their transcript, except under extenuating circumstances beyond the control of the student (when a WD will be recorded instead, provided that adequate justification with supporting evidence can be provided in a timely manner).
- iii. Note that, if a student subsequently opts for a prolonged leave of absence, this does not apply.

For a **change of Session** or a **change of Major**, students should first approach their respective Dean/Associate Dean of college or school to inform the latter of their intentions and get initial approval and to get the relevant form.

- i. A student can only change Majors during the registration period before the start of the term after they have completed their Foundation Year.
- ii. Normal students can change Majors without charge, whilst Full and Partial Scholarship students must pay the appropriate fee once the transfer has been approved.

It is important that students register early, so that we and they know which classes will be run and which will be canceled because of insufficient enrolment.

For further information, please contact the Office of Academic Affairs or the Office of Information, Admissions and Registrations or phone: **023 993 274/ 093 777 554**.

Phnom Penh, 20 January 2021

- cc: - Office of President  
- Offices of Vice Presidents  
- Colleges/Schools  
- All relevant offices





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Best regards,



**Dr. Nhor Sanhei**

**Vice President for Academic Affairs**

- cc: - Office of President  
- Offices of Vice Presidents  
- Colleges/Schools  
- All relevant offices