



# UTS

**SCHOOL OF  
POSTGRADUATE STUDIES**

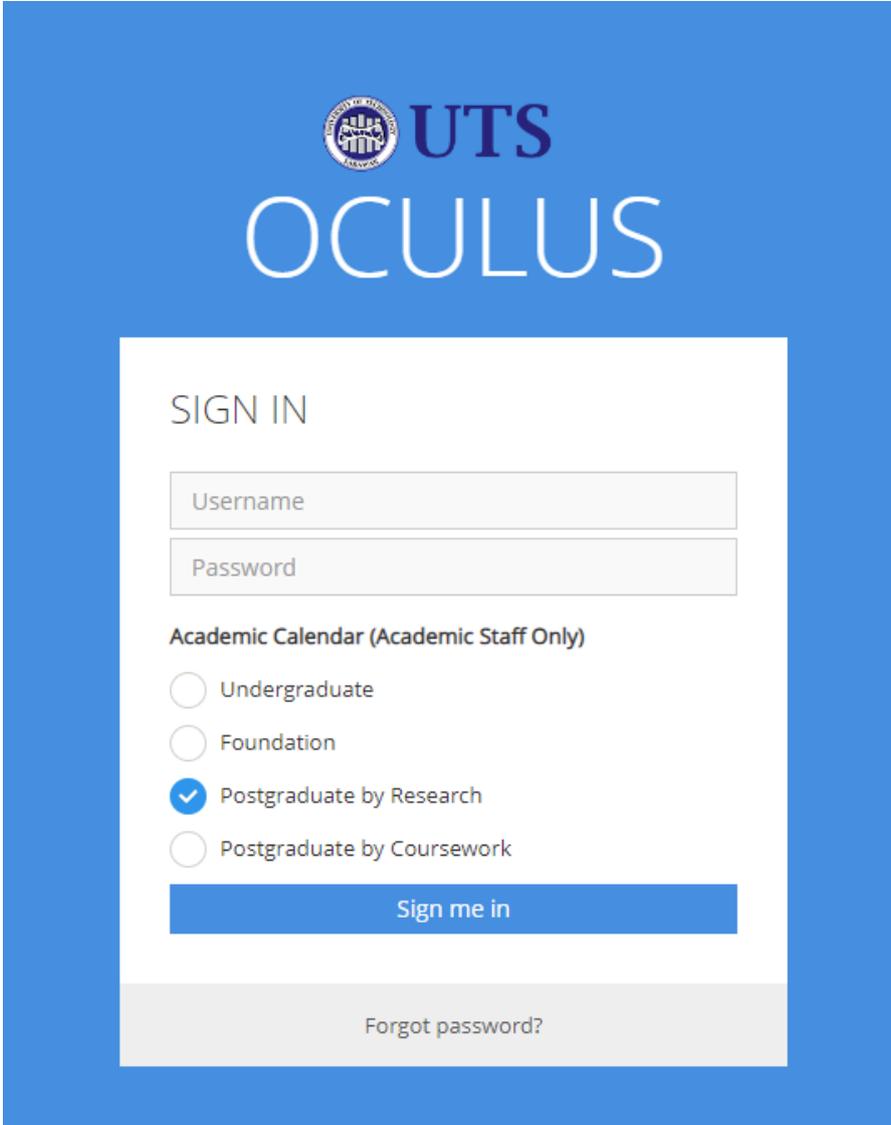
**ONLINE (OCULUS)  
SEMESTER REGISTRATION  
GUIDELINES**



## Step 1: Log in to <http://oculus.uts.edu.my>

Key in:

- Username: Student ID Number (Eg. MEG17020001)
- Password:  
Malaysian: Your IC No (without '-') /  
International: Your Passport No (without '-')
- Academic Calendar:  
Please choose either one
  - Postgraduate by Research (for MBM, MEG, MAS, MIC, PBM, PEG, PAS and PIC students)



**UTS**  
**OCULUS**

SIGN IN

Username

Password

**Academic Calendar (Academic Staff Only)**

Undergraduate

Foundation

Postgraduate by Research

Postgraduate by Coursework

Sign me in

Forgot password?

- Postgraduate by Coursework (for MBA, MPM and MAR students)

 **UTS**  
**OCULUS**

**SIGN IN**

Username

Password

**Academic Calendar (Academic Staff Only)**

Undergraduate

Foundation

Postgraduate by Research

Postgraduate by Coursework

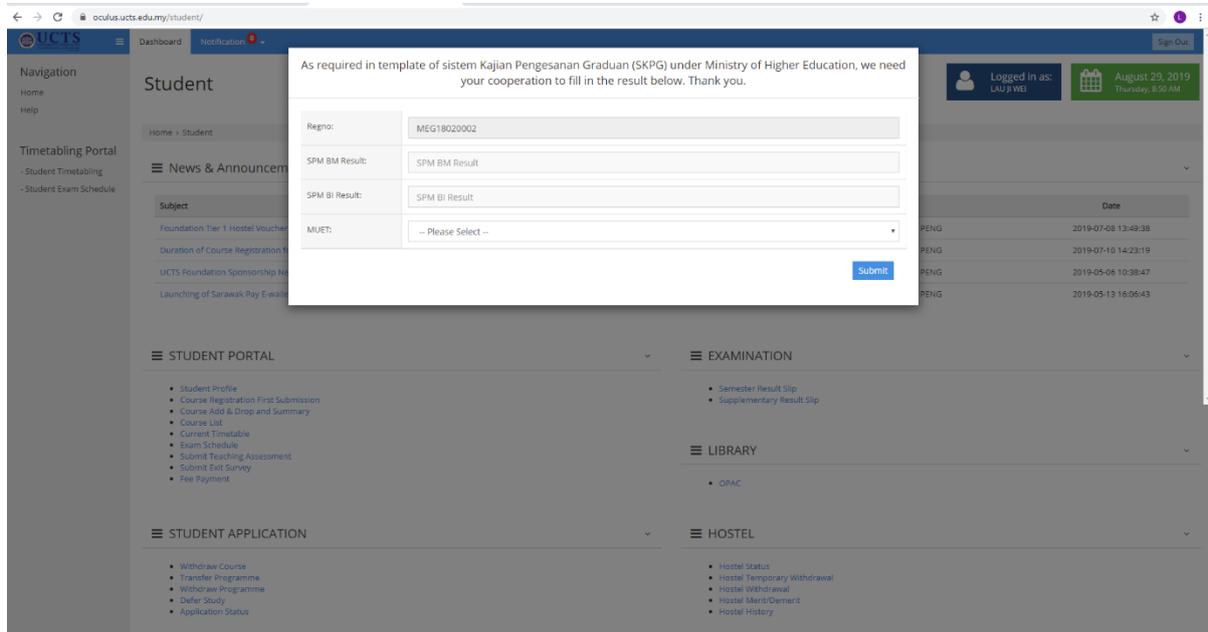
**Sign me in**

Forgot password?

## Step 2: First Time Login

For first time login, the following message will pop up.

Fill in the details required and click “submit”.



## Step 3: Go to **STUDENT PORTAL**

- Click “Course Registration First Submission”

Home > Student

News & Announcement

Subject

- Foundation Tier 1 Hostel Voucher Redemption
- Duration of Course Registration for 2018/19JUL semester (July 2019 Intake) - Undergraduate
- UCTS Foundation Sponsorship New & Renewal Application
- Launching of Sarawak Pay E-wallet in UCTS

STUDENT PORTAL

- Student Profile
- Course Registration First Submission**
- Course Add & Drop and Summary
- Course List
- Current Timetable
- Exam Schedule
- Submit Teaching Assessment
- Submit Exit Survey
- Fee Payment

EXAMINATION

- Semester Result Slip
- Supplementary Result Slip

LIBRARY

- OPAC

STUDENT APPLICATION

- Withdraw Course
- Transfer Programme
- Withdraw Programme
- Defer Study
- Application Status

HOSTEL

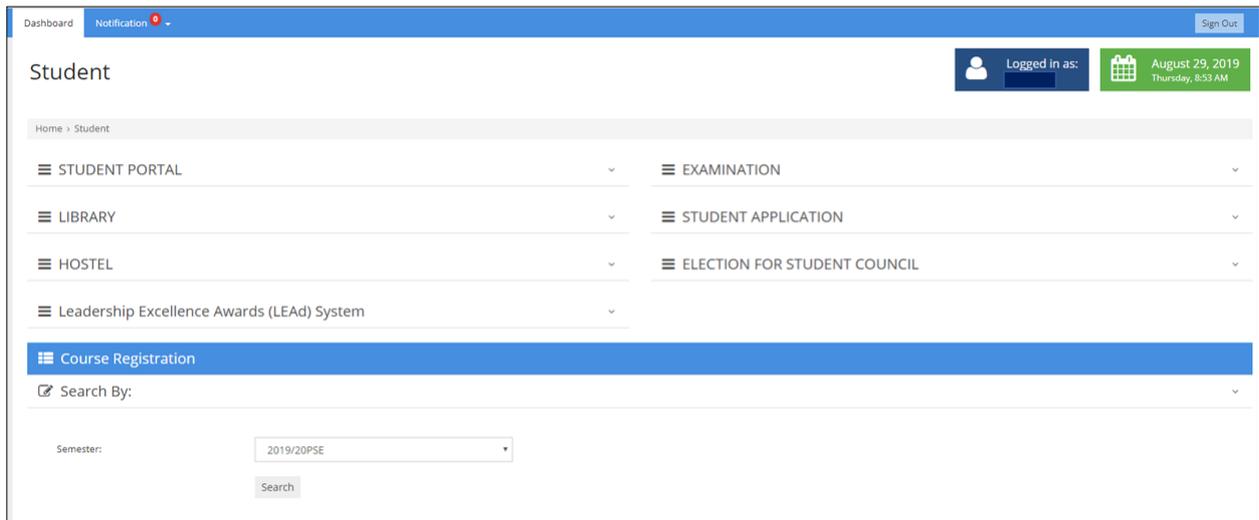
- Hostel Status
- Hostel Temporary Withdrawal
- Hostel Withdrawal
- Hostel Merit/Demerit
- Hostel History

## Step 4: Go to Course Registration

### For by Research students:

Select the Semester for registration.

- 2022/23PSE → Semester September Session 2022/2023
- 2022/23PDE → Semester December Session 2022/2023
- 2022/23PMA → Semester March Session 2022/2023
- 2022/23PJU → Semester June Session 2022/2023



Dashboard Notification Sign Out

Student Logged in as: August 29, 2019 Thursday, 8:53 AM

Home > Student

- STUDENT PORTAL
- LIBRARY
- HOSTEL
- Leadership Excellence Awards (LEAd) System
- EXAMINATION
- STUDENT APPLICATION
- ELECTION FOR STUDENT COUNCIL

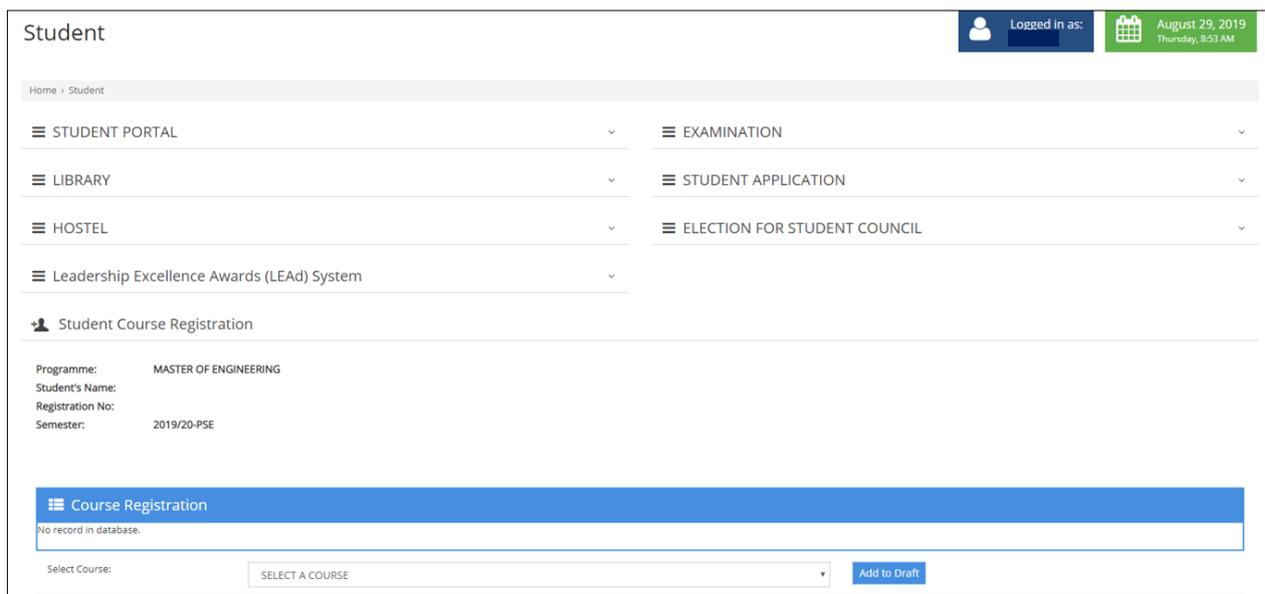
**Course Registration**

Search By:

Semester: 2019/20PSE Search

Click “Search”.

The following page will pop up.



Student Logged in as: August 29, 2019 Thursday, 8:53 AM

Home > Student

- STUDENT PORTAL
- LIBRARY
- HOSTEL
- Leadership Excellence Awards (LEAd) System
- EXAMINATION
- STUDENT APPLICATION
- ELECTION FOR STUDENT COUNCIL

**Student Course Registration**

Programme: MASTER OF ENGINEERING  
Student's Name:  
Registration No:  
Semester: 2019/20-PSE

**Course Registration**

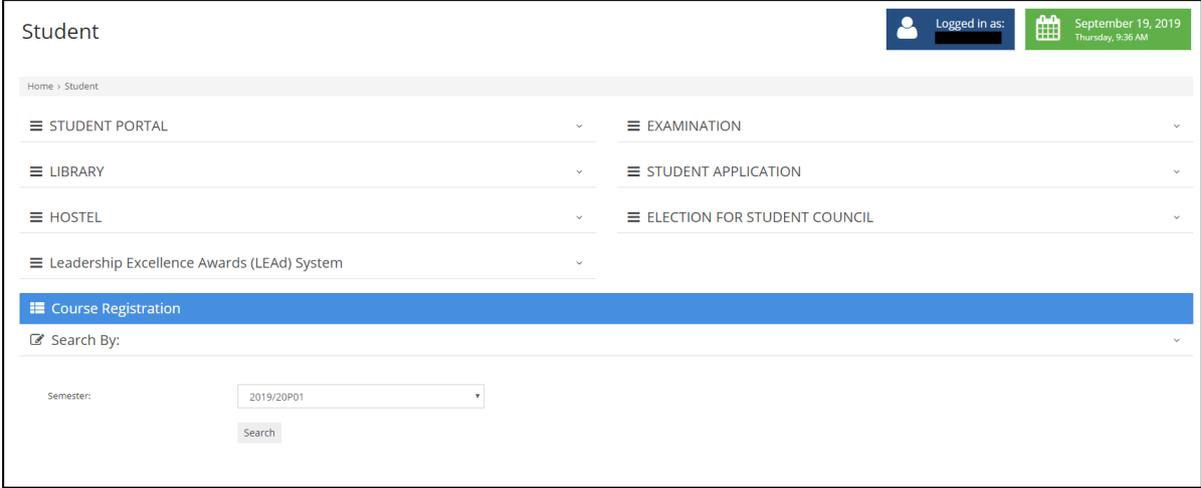
No record in database.

Select Course: SELECT A COURSE Add to Draft

**For by Coursework students:**

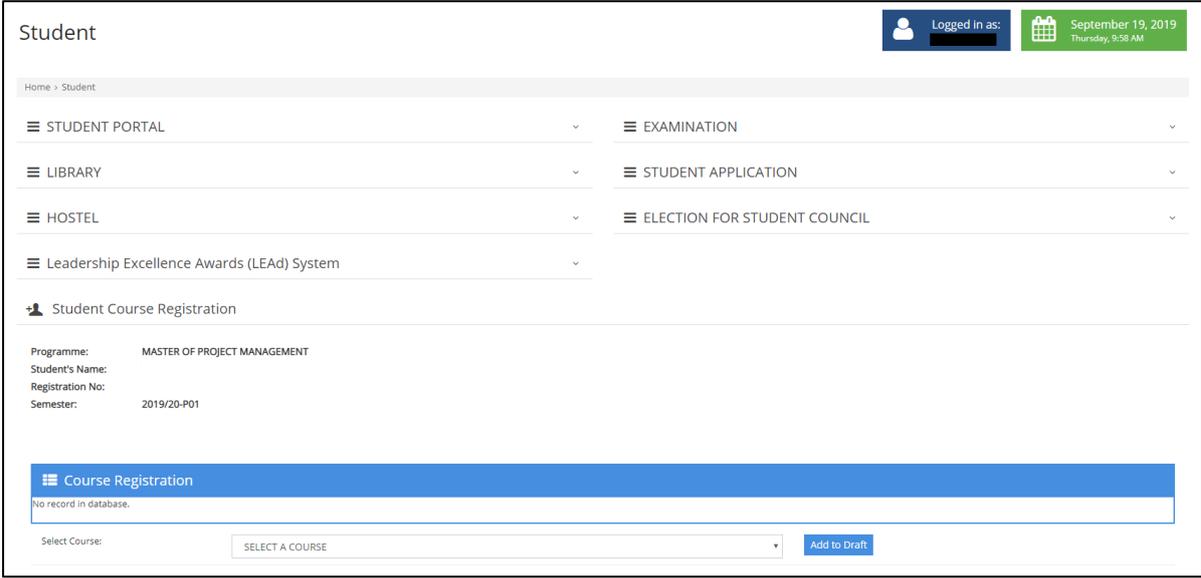
Select the Semester for registration.

- 2022/23P01 → Semester September Session 2022/2023
- 2022/23P02 → Semester February Session 2022/2023
- 2022/23P03 → Semester July Session 2022/2023



Click "Search".

The following page will pop up.



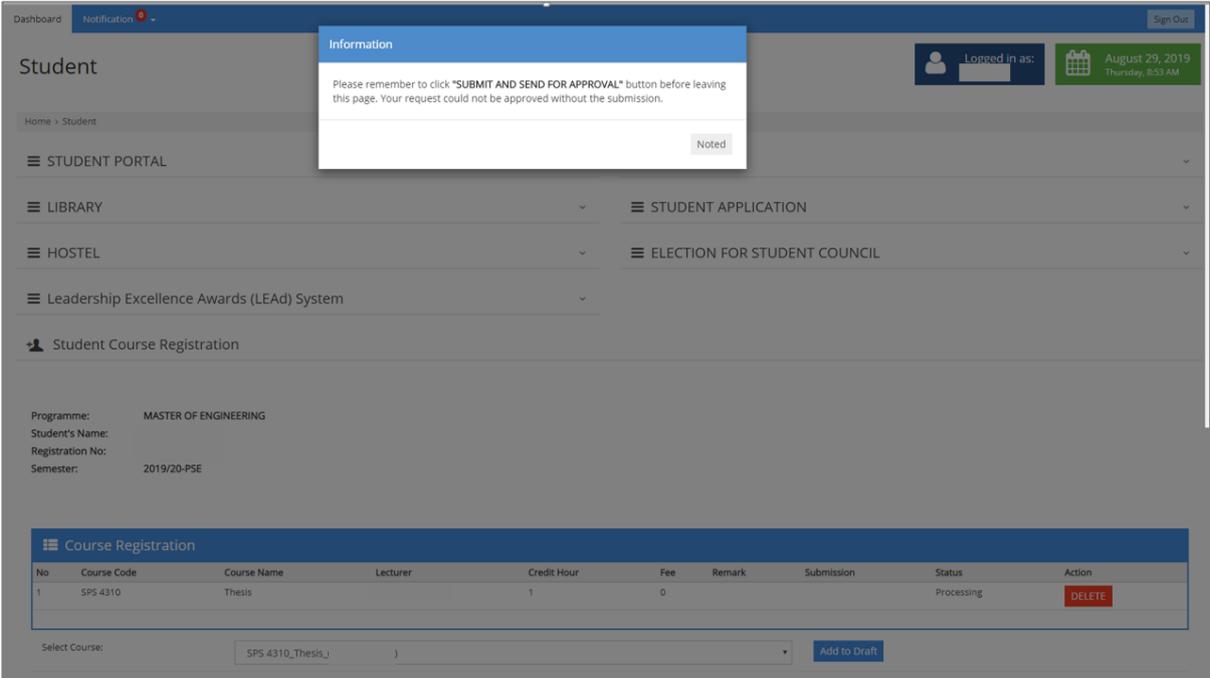
### Step 5: Go to Select Course



Select the course need to be registered.

Click "Add to Draft".

The following message will pop up.

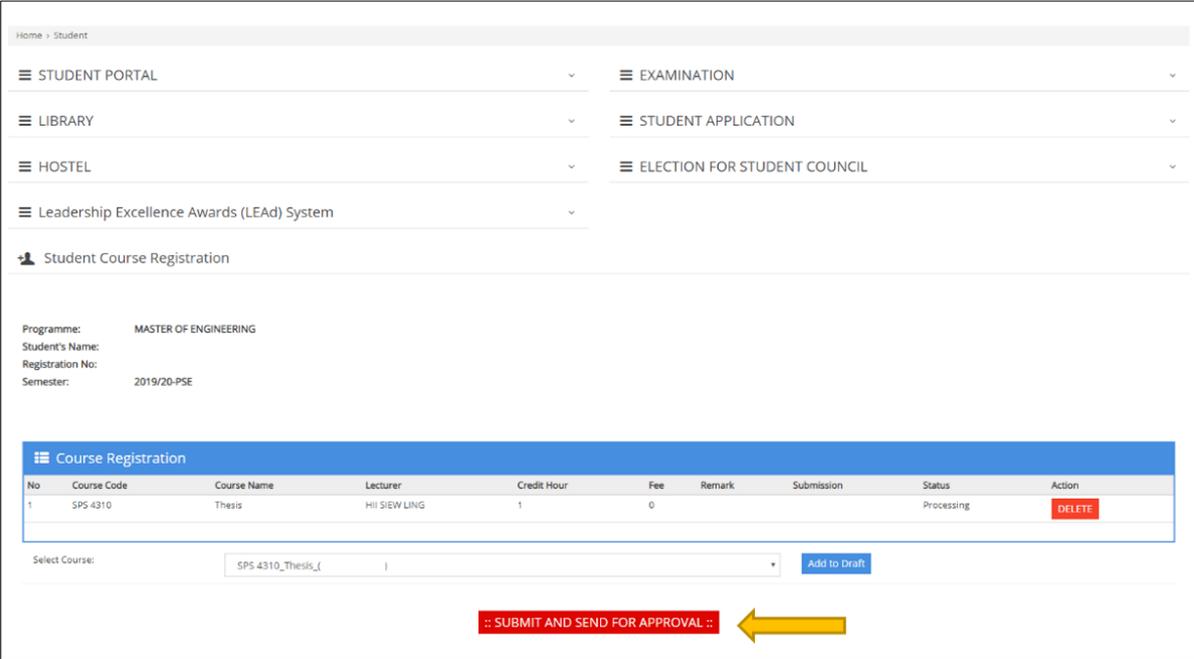


Click "Noted".

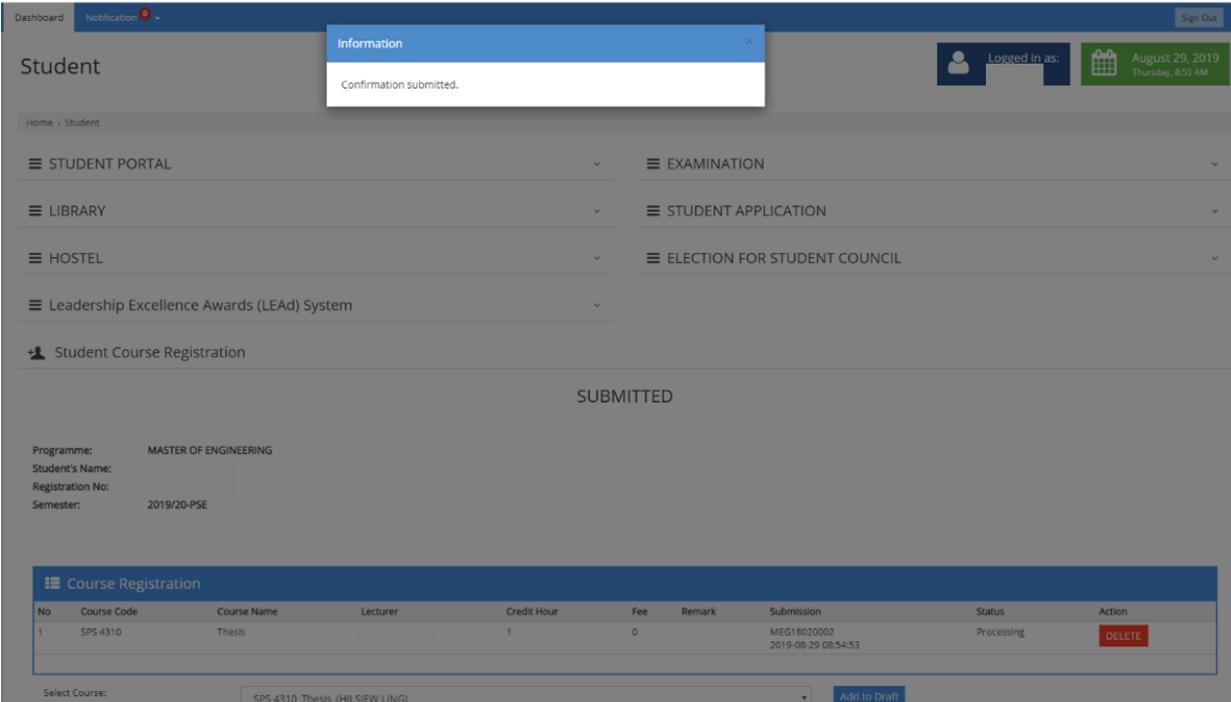
Continue to select the other course(s) need to be registered (if any).

### Step 6: SUBMIT AND SEND FOR APPROVAL

After added all courses need to be registered, click “SUBMIT AND SEND FOR APPROVAL”.



The following message will pop up.



- DONE -