



No Rujukan: NBUC/MEMO/HEAUP/24/04

Tarikh: 6 November 2024

**Kepada:** Semua pelajar

**MEMO: PELAKSANAAN PEPERIKSAAN AKHIR SESI OGOS-NOVEMBER 2024**

Merujuk kepada perkara diatas,

2. Adalah dimaklumkan bahawa peperiksaan akhir akan dijalankan secara **BERSEMUKA** pada:

Rujuk Jadual Waktu Peperiksaan	
MINGGU 1	2/12/2024 - 6/12/2024 (Isnin - Jumaat)
MINGGU 2	9/12/2024 - 13/12/2024 (Isnin - Jumaat)

3. Untuk makluman para pelajar, peperiksaan secara bersemuka akan dijalankan mengikut masa yang ditetapkan didalam jadual peperiksaan. Oleh yang demikian, berikut adalah beberapa perkara yang perlu diambil berat oleh pelajar sepanjang minggu peperiksaan ini berlangsung.

- Pelajar diminta untuk peka dengan tarikh dan masa peperiksaan bagi subjek masing-masing.
- Pelajar perlu memastikan tiada tunggakan bagi membolehkan pelajar memuat turun dan mencetak slip peperiksaan melalui Portal Pelajar (NBUC LMS) sebagai tiket masuk ke dalam bilik peperiksaan. **\*Rujuk Lampiran A**
- Pelajar diminta untuk membaca arahan peperiksaan dengan jelas sebelum menjawab soalan peperiksaan.
- Pelajar dikehendaki membawa kad pelajar dan slip peperiksaan. Sekiranya pelajar gagal membawa dokumen yang diperlukan, pelajar tidak dibenarkan masuk ke bilik peperiksaan. Bahan/peralatan yang tidak dibenarkan, tidak boleh dibawa masuk semasa peperiksaan berlangsung.
- Pelajar perlu memakai pakaian dan kasut yang sesuai ke bilik/dewan peperiksaan. Penggunaan selipar tidak dibenarkan.
- Sebarang permasalahan yang berkait sewaktu sesi peperiksaan berlangsung, pelajar boleh merujuk dengan pengawas peperiksaan.
- Unit peperiksaan akan mengambil tindakan serius sekiranya pelajar disabitkan kesalahan dan boleh dijatuhkan hukuman mengikut tata tertib.

4. Diharapkan agar pelaksanaan peperiksaan akhir bagi semester ini berjalan dengan lancar. Kerjasama daripada semua pelajar amatlah dihargai.

Sekian, terima kasih.

Yang Menjalankan Tugas,

**UNIT PEPERIKSAAN  
JABATAN HAL EHWAL AKADEMIK**



Sk: VC/ Dekan/ HEP



Ref No: NBUC/MEMO/HEAUP/24/04

Date: 6<sup>th</sup> November 2024

To: All students

**MEMO: IMPLEMENTATION OF FINAL EXAMINATION SESSION AUGUST-NOVEMBER 2024**

The above matter refers,

2. Please be informed that the final examination will be conducted **face to face** on;

Refer Final Examination Timetable	
WEEK 1	2/12/2024 - 6/12/2024 (Monday - Friday)
WEEK 2	9/12/2024 - 13/12/2024 (Monday - Friday)

3. For your information, the final examination will be carried out in real time according to the final exam schedule. Enclosed is the list of instructions that all students must comply to during the final exam week.
- Students must always stay alert to the date and time and adhere to the final exam timetable.
  - Students need to ensure that there is no arrears in order to download and print the examination slip through the Student Portal (NBUC LMS) as an entrance ticket into the examination hall. **\*Refer to Appendix A**
  - Students must read the exam instructions clearly before attempting the exam questions.
  - Students are required to bring your student card and exam slip. Entry will be denied if students fail to bring necessary documents. All unauthorized materials or equipment are not allowed during exam.
  - To wear appropriate attire and footwear to the exam hall. No slippers are allowed or entry will be denied.
  - Should there be any related problems during the examination session, students may refer to the examination invigilators.
  - The examination unit will take serious action for any examination offences. Student who breach the examination regulation will face a range of disciplinary penalties.
4. It is hoped that the implementation of the final examination for this semester will run smoothly. The cooperation of all students is greatly appreciated.

Thank You.

Your sincerely,

**EXAMINATION UNIT  
DEPARTMENT OF ACADEMIC AFFAIRS**



Sk: VC/ Deans/ HEP



## Appendix A - EXAM HALL TICKET

The screenshot shows the student portal dashboard. A central green chalkboard graphic reads "Exams Are Just Around The Corner!! FINAL EXAM TIPS". Three numbered tips are displayed:

- TIPS 1:** Stay Focused. Read review and follow it.
- TIPS 2:** Create a study schedule/plan and Stay organized.
- TIPS 3:** Stay well-rested & Reward Yourself. Treat yourself a little rewards to keep you going. Try to get a good night's rest the night before the exam.

Navigation arrows point from the tips to the "Exam Hall Ticket/ Course Enrolment History" menu item in the top left. A "LOG IN" button is visible in the top right.

The screenshot shows the student profile page. The "Course Enrolment History" section contains a table with the following data:

No.	Enrolment Date	Ref. No.	Enrolment Session	Semester	Total Enrol	Credit Hours	Total Course Count	Status	View
1	2021-09-24	1260	2021 - 8		19	7	Approved	<a href="#">View</a>	

An arrow labeled "STEP 2" points to the "View" link in the table.

The screenshot shows the exam hall ticket printout page. The header includes "ACADEMIC AFFAIRS (HAL EHWAL AKADEMIK)" and "EXAM HALL TICKET / TIKET DEWAN PEPERIKSAAN". The student's details are as follows:

Reg. No. [Redacted]  
 Name [Redacted]  
 Course [Redacted]

Academic Year : 2022  
 Academic Session : 5  
 Semester : Semester 6  
 Term :

No	Subject Code	Subject	Date	Time	Room
1	EBS 540	Business Strategy	2022-07-05	09:00:00 AM-12:00:00 PM	JESSELTON
2	WKH 130	Entrepreneurship	2022-07-06	02:00:00 PM-05:00:00 PM	AUDI HALL / CAMB
3	EPA 530	International Business	2022-07-04	02:00:00 PM-05:00:00 PM	KINABALU
4	MPU 2412	Khidmat Masyarakat	0000-00-00	12:00:00 AM-12:00:00 AM	

The footer reads "ACADEMIC AFFAIRS (HAL EHWAL AKADEMIK) - NORTH BORNEO UNIVERSITY COLLEGE".