



IMPORTANT REMINDER FOR THE AUGUST - DECEMBER 2025 SEMESTER

MANDATORY REGISTRATION BEFORE THE 3 OCTOBER 2025 DEADLINE

This is a third reminder regarding mandatory registration for the August to November 2025 semester and the one-time retrospective registration. The semester is inching towards an end.

To avoid any disappointment and to ensure your academic progress is recognised, you must complete your registration by **Friday, October 3, 2025**. No extensions will be granted, as this deadline is already beyond the usual time frame and it is a considerate response to a request from the Student Representative Council.

Registration is a mandatory requirement for all students. This includes students on attachment, who must register for both semesters of their attachment year.

Remember, you must be officially registered every semester until you complete your studies. Failure to register means that any academic or attachment period will not be recognised. This could result in you having to repeat an entire semester or attachment period.

Please take the necessary steps to complete your registration now to avoid complications on your academic record.

1. Special Registration Concession for Past Semesters

For this semester only, a special concession is being offered to students who wrote examinations in December 2024 (for the July–November 2024 semester) or earlier without having been officially registered.

This is a unique opportunity to retrospectively register for these past semesters to ensure that your marks can be formally entered and validated.

Students who are missing academic records or marks due to previous non-registration are strongly encouraged to take advantage of this concession, as it will not be available in subsequent semesters.





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We urge all students to carefully review their academic profiles to ensure that every semester and course is accurately recorded. If you identify any missing semesters or courses, please take the necessary corrective action immediately.

2. Examinations & Progression

- Examinations will run from 3 to 11 November 2025. Only registered students who are fully paid and have a zero-balance owing this semester will be allowed to sit for examinations. First-year students are reminded to pay full fees by 30 September 2025 (as detailed in their offer letters);
- Students without coursework marks on myHope will not be admitted to examinations;
- In order to register for the semester, all students are required to first view and officially confirm their academic results from the previous semester;
- Failure to comply with this policy can result in significant administrative difficulties and personal frustration. For instance, students may not discover missing course marks, unrecorded semesters and failed courses which leads to a failure to graduate on time until all academic requirements are met.

Date: 23 September 2025

