



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Artificial Intelligence
UNIVERSITI TEKNOLOGI

FINAL EXAMINATION BRIEFING SESSION 2025/2026

(UTM ACADEMIC REGULATION)

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INTELLIGENCE INFORMATICS
FACULTY OF ARTIFICIAL INTELLIGENCE

REMINDER

1. Matric card or personal identification



2. Course registration slip

3. Arrive early (at least 10 minutes) at the examination hall.

4. Follow student dress code and regulation





CLAUSE 23: CONDITIONS FOR SITTING THE FINAL EXAMINATION

1. All registered and active students are **required to sit for examinations of all courses** prescribed by the faculty, except courses without a final exam, subject to the condition that students have registered properly and in compliance with Clause 20.
2. Students may **apply to defer sitting the examination due to illness. A medical certificate (certified and endorsed by a medical officer) must be obtained before the examination starts and submitted to the Dean of Faculty no later than 24 hours after the examination begins**, except for reasons acceptable to the University.
3. Students who **fall ill during an examination must report immediately to the chief invigilator or any invigilator to be referred for medical examination**. The medical officer's report must be submitted to the Dean of Faculty no later than seven (7) days from the date of examination.
4. Students with a valid medical certificate are not allowed to sit for the exam unless permitted by the medical officer.

CLAUSE 24: RULES FOR SITTING THE FINAL EXAMINATION

- 1. Arrival \leq 30 minutes:** A student who arrives late, but not more than thirty (30) minutes after the examination has started, is allowed to sit for the exam; **however, the finishing time is the same as for other students.**
- 2. Arrival $>$ 30 minutes:** A student who arrives more than thirty (30) minutes after the examination has started is **not allowed to enter the examination hall and may not sit for the exam.**
- 3. Leaving the hall:** Students are **not permitted to leave the examination hall within the first thirty (30) minutes from the start of the exam, nor within the last fifteen (15) minutes before it ends.**
- 4. Identification required:** Students must bring:
 - (a) their **matric card or personal identification**; and
 - (b) the **course registration slip**, or any means that allows invigilators to confirm the student's identity at any time during the examination.
- 5. Failure to prove identity:** A student who cannot prove their identity as required in Clause 24(4) **is not allowed to sit the exam unless with written permission from the chief invigilator.**

CLAUSE 24: RULES FOR SITTING THE FINAL EXAMINATION

- 6. Prohibited items/assistance:** Students are prohibited from:
(a) **bringing** any books, dictionaries, papers, pictures, notes, devices containing written notes, programmable calculators, or communication devices (cell phones, smartphones, tablets, smartwatches, and other electronic communication devices), or any other items except those permitted by the chief invigilator, into the examination hall; and (b) **receiving assistance** as described in Clause 24(6)(a), whether physically or online, from any source while the examination is in progress.
- 7. Follow invigilator instructions:** Students **must comply with all instructions** of the chief invigilator while in the examination hall.
- 8. No communication:** Students are **not allowed to communicate with other students** during the examination.
- 9. No unauthorized references:** Students are **prohibited from referring to and/or using any reference materials inside or outside the hall during the examination**, except materials permitted by the chief invigilator.

CLAUSE 24: RULES FOR SITTING THE FINAL EXAMINATION

- 10. No giving/receiving help:** Students **must not give or receive** any assistance from other students or any other party related to the examination while it is in progress, except assistance permitted by the chief invigilator.
- 11. Return supplied items:** Students **must return any equipment or documents supplied for examination purposes** (if any) to the invigilator at the end of the examination.
- 12. Breach of rules:** A student who **violates any of the rules for sitting the final examination will receive a written warning from the Faculty Academic Committee (JKAF), and the offence will be recorded in the student's personal file if found guilty.**