

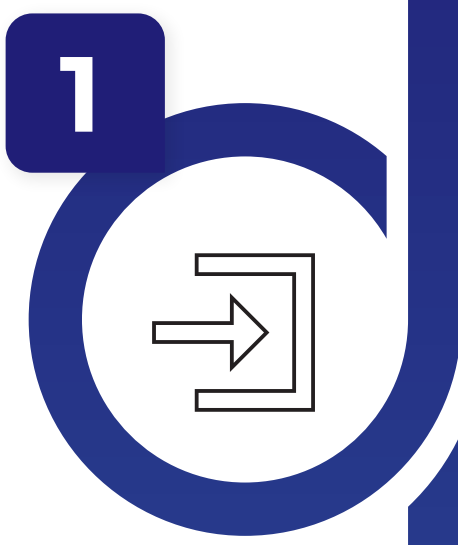
MAYA PORTAL

ACADEMIC SESSION
2021/2022

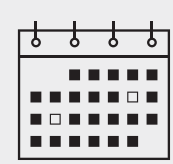
NEW STUDENTS (POSTGRADUATE)
SELF-ENROLMENT &
MODULE REGISTRATION

PART 1: SELF-ENROLMENT

SELF-ENROL



- Log-in to maya.um.edu.my
- Use the given/MAYA username & password
- Go to Admission menu & click the Self-Enrolment button
- Confirm all on the checklist given
- Confirm Self-Enrolment



- **21st February 2022 – 2nd March 2022**
(Master/Doctoral by Coursework & Mixed Mode)
- **21st February 2022 – 29th July 2022**
(Master/Doctoral by Research)

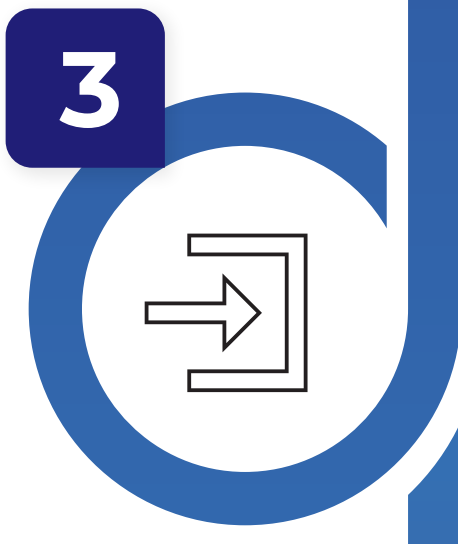


CREATE SISWAMAIL

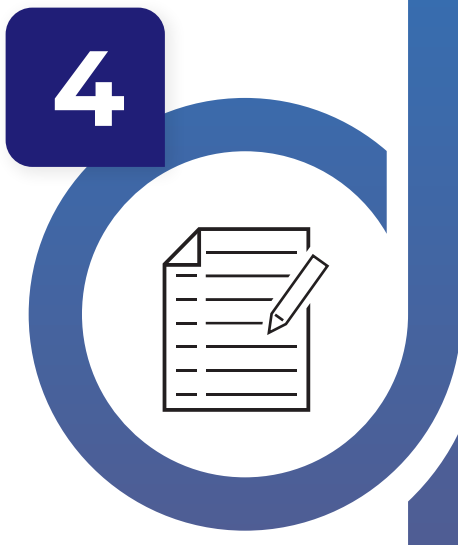
- Go to siswa.um.edu.my
- Click New Registration & follow the instructions accordingly
- Activation of siswamail account will take 5 - 60 minutes

PART 2: MODULE REGISTRATION

LOG-IN TO MAYA WITH SISWAMAIL CREDENTIALS



- Log-in to maya.um.edu.my
- Username: Siswamail_username@perdana.um.edu.my
Password : Siswamail password
- Click Enrolment tab



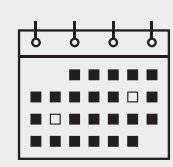
UPDATE PERSONAL DETAILS

- Fill-in all required compulsory details
- Click 'UPDATE' button

MODULE(S) REGISTRATION



- Select & register module(s) based on programme structures / programme (DIET)
- Add/drop(s) of module(s) can be done during registration week. However, students are not allowed to Add/Drop any module once registration is confirmed within the stipulated dates

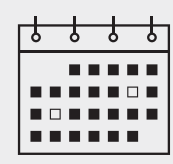


- **24th February 2022 - 7th March 2022**
(Master/Doctoral by Coursework & Mixed Mode)
- **24th February 2022 – 25th March 2022**
(Master/Doctoral by Research - Registration for Research Methodology (RM) AND Dissertation/Thesis modules)
- **24th February 2022 – 5th August 2022**
(Master/Doctoral by Research – Registration for Dissertation/Thesis module **ONLY**)

GENERATE PRE-INVOICE & REGISTRATION CONFIRMATION



- Pre-invoice tuition fees will auto-generate as module registration is performed
- Click 'PAY NOW' to complete
- **CONFIRM** your module registration by clicking **ACTIVATE** button



Please refer to Step 5 for registration dates



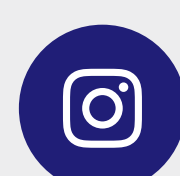
COMPLETED MODULE(S) REGISTRATION

- Your status for this semester is now activated
- UMSpectrum will display your registered module(s) after 24 hours once registration is complete

IMPORTANT NOTES:

1. **Modules** refers to subject of a particular student programme.
2. **Siswamail** refers to UM student mail account

FOR MORE INFORMATION:



@umsitsmaya



umsitsguide.um.edu.my