2021 年 7 月份学期
重考网上申请指南

大学基础课程、专业文凭课程及学士学位课程

申请条件及详情：

1. 成绩公布之后，凡有科目考核成绩未达成绩点数 GP 2.00，而又不低于 GP 1.00（或分数介于 30% 至 49%），若有意重考，应在当学期申请。扣考 (*Barred*) 者不在此列。

2. 每学期的重考科目**最多不超过 2 门**，同一门科目只允许重考一次。

3. 重考成绩将完全取决于该次重考结果，此前一应分数清零。

4. 重考卷均以 100 分出题，有效成绩顶分为 50 分。

5. 重考后不及格的科目，须申请重修 (*Retake*)。

6. 已缴付的重考费用不予退还。

7. 重考申请期限 ： **2021 年 10 月 11 日 至 2021 年 10 月 13 日 (下午 5 时截止)** *逾期者将不受理。*

8. 重考申请方式 ： 请点击此 Google 表单链接 https://forms.gle/t9NdZNhEnC5JqChh9，填写所需资料，并点击 Submit 呈交申请表格。
   ***请使用学校的学生 Gmail 帐号登录。**

9. 重考申请手续费 ： <u>学号开头为 **17xxxxx** 及 **18xxxxx** 的学生：</u>
   ➤ 大学基础课程、专业文凭课程、学士学位课程 ： **每科 RM 120.00**

   <u>学号开头为 **19xxxxx**、**20xxxxx** 及 **21xxxxx** 的学生：</u>
   ➤ 大学基础课程、专业文凭课程 ： **每科 RM 250.00**
   ➤ 学士学位课程 ： **每科 RM 350.00**

10. 重考（考试／作业）： 重考的具体详情将另行通知，请留意学校的学生 Gmail 邮箱。

11. 重考成绩公布 ： **2021 年 11 月 15 日 (星期一)**

重考申请 Google 表单
QR Code:

重考申请程序流程图

申请者须在规定的时限内提出申请，务必填写 Google 表单申请表里所需资料。
** 备注：请使用学校的学生 Gmail 帐号登录。

⬇

下午 4 时以前的申请，考试组将于当日进行申请资料审核后，以电邮批复；
下午 4 时以后的申请，将于翌日获得处理。

⬇   ⬇

若符合资格者：
考试组将电邮提醒申请者缴付重考申请费用及
提供网上银行付款详细资料。

若不符合资格者：
考试组将电邮给申请者示明原因。
若申请者须重修该科目，
考试组会向申请者解释重修的申请程序。

⬇

申请者须在重考申请截止前缴付重考费，付款后，
把转账收据 (电子档 - 完整版) 或
汇款单据 (扫描或拍照)，
回复该电邮给考试组：exam@newera.edu.my。

⬇

整理完所有的申请者资料，考试组将会电邮给财务处，
财务处将负责准备缴费收据。之后，
考试组将会把重考缴费收据电邮给已付款的申请者。

⬇

重考（考试／作业）详情：
具体详情将另行通知，请留意学校的学生 Gmail 邮箱。

⬇

申请者须在指定的期限内完成重考作业，并把已完成的
重考作业 (Word 档及 PDF 档) 电邮至考试组。
** 逾期者将不受理。

⬇

重考成绩公布

网上查询成绩方式：
1. 学校公告区
2. 学生系统
3. 注册处官方脸书专页

Online Application Guideline for Resit Examination
July Semester 2021
Foundation, Diploma and Bachelor's Degree Programmes

~ Please read the regulations and instructions before applying to resit examination. ~

Application Details:

1. Students who have received a subject result of Grade Point (GP) lower than GP 2.00, but not lower than GP 1.00 (or score 30% – 49%), are allowed to apply to resit these subject(s) within the said semester. Students who have been barred are not eligible to apply to resit.

2. Students are allowed to resit **not more than two (2) subjects** in each semester. Only one attempt of resit examination is allowed for each subject.

3. For resit subjects, the latest results will be taken. The resit score will replace the one obtained in the previous final examination. The marks achieved in the resit examination will contribute to the final marks.

4. The resit results will be capped at 50%. Students will only be achieving a maximum mark of 50 for the resit assessment. If marks computed after the resit examination are higher than 50% (e.g., 60%), the resit results will be capped at 50% instead of 60%. Resit grades will be capped at C grade i.e., Grade Point (GP) 2.00.

5. Students who fail their resit examination shall be required to retake the whole subject in the following semester or year.

6. The application fee to resit is not refundable under any conditions.

7. Application Period : **11 October 2021** to **13 October 2021, before 5:00 pm**
   * Incomplete and late submissions WILL NOT BE ENTERTAINED.

8. Application Method : Application can be made via online application. Please click on the Google Form link:
   https://forms.gle/t9NdZNhEnC5JqChh9
   * Please make sure to sign in with your Student's Gmail Account.

9. Application Fees : **Student who enrolled in 2017 and 2018**
   ➢ Foundation, Diploma & Bachelor's Degree programmes : **RM 120.00/ module**

   Student who enrolled in 2019, 2020 and 2021
   ➢ Foundation & Diploma programmes : **RM 250.00/ module**
   ➢ Bachelor's Degree programmes : **RM 350.00/ module**

10. Resit (Examination/ Assignment): The details of the resit will be made available after the application, please refer to Student's Gmail Account.

11. Results Release Date : **15 November 2021 (Monday)**

**QR Code for
Resit Application Google Form:**

注册处（考试组）电邮 / Registrar's Office (Examination Unit) Email : exam@newera.edu.my

Resit Application Procedures Flowchart

Applicants can apply to resit subject(s) within a given period, by filling in the required details in the Google form and submit after completed.
** Please make sure to sign in with your Student's Gmail Account.

For the application received before 4:00 pm,
Exam Unit will review the details of application form and applicant's results to determine the qualification of the applicants and response to the applicants via email within the same day.
For the application received after 4:00 pm, Exam Unit will handle by the following day.

If qualified,
Exam Unit will send the email to remind applicants to proceed with the resit application fees payment and provide the bank account details.

If the conditions are not met,
Exam Unit will contact the applicants via email with an explanation. If the applicant is required to retake the subject, Exam Unit will give an explanation on the retake application procedures to the applicants.

Applicants need to settle the resit fees payment within the stipulated time before the deadline. After payment is made, applicants can choose either to provide a
Bank receipt (scan or photo) or
Online transfer receipt (softcopy) and forward by email to
Exam Unit: exam@newera.edu.my .

Thereafter, Exam Unit will forward the applicants' details to Finance Department for the receipt issuance and send the receipt to applicants via email.

Resit (Examination/Assignment):
The details of the resit will be made available after the application, please refer to the Student's Gmail Account.

Applicants should complete the assigned resit assessments within the given period and send the completed assignment to Exam Unit before the deadline.

**Please note: As the assessments will replace examinations, no late submission will be accepted. Please note that submitting a "corrupted file" will be regarded as a non-submission so care must be taken to avoid this.

Release of Resit Results
Students may view their results through the following methods:
1. NEUC e-Notice
2. Student Portal
3. NEUC Registrar's Office's Facebook Page

注册处（考试组）电邮 / Registrar's Office (Examination Unit) Email : exam@newera.edu.my