

**ASA COLLEGE (KOLEJ ASA)**

DK061(B)

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ACADEMIC MEMO**Orientation & Enrolment Briefing
(Weekend Session)**

Ref.No: ACM/01/2026/3

To : Programme Coordinators, Respective Lecturers, Supporting and Marketing Staffs
Date : 3rd January 2026
Re : Welcoming students (New intake & Re-enroll January 2026 – March 2026 Session)

Greetings,

To be inform, the welcoming students for the upcoming Academic Session (January 2026–March 2026 Session) will be held as follow:

Enrolment Students:

| Date | Programme | Time | Person In charged | Participant | Venue |
|---|--|------|--|----------------|-----------|
| 11.01.2026 | <ul style="list-style-type: none">Returning Students must check LMS and google space update must follow the timetables.Check timetable in student portal (cms vialing)- Vialing Sky | | Any issues please liaise with your respective Programme Coordinator. | Enrol students | LMS & CMS |
| Classes commencing on the 18.01.2026 | | | | | |

New Intake students:

| Date | Programme | Time | Person In charged | Participant | Venue |
|---|--|-------------------------|-------------------|--------------|---------------|
| 11.01.2026 | Program Briefing (Course structure, duration study, project, practical training, Examination procedure, re-sit, retake and deferment matters etc.) | 10.00am – 11.30am | Ms Norshahr izan | New students | Zoom Platform |
| | LMS Briefing | 11.30am – 12.00pm | Ms Azliza | | |
| | APEL.C Briefing | 12.00pm – 12.30pm | Ms Kasturi | | |
| Classes commencing on the 18.01.2026 | | | | | |

Details briefing link:

Topic: Welcome Briefing Weekend (Session Jan-Mar 2026)

Time: Jan 11, 2026 10:00 AM Kuala Lumpur

Join Zoom Meeting

<https://zoom.us/j/97889184650?pwd=Fr9y8w0JYKqcs5Pn5Jq78tDYQsxiHA.1>

Meeting ID: 978 8918 4650

Passcode: 713682

ACADEMIC SESSION CALENDAR

JANUARY 2026 – MARCH 2026 SESSION

| Descriptions | Dates | No. of Weeks |
|--------------------|-------------------------|--------------|
| Orientation | 11.01.2026 | (1 DAY) |
| Study Duration | 14.01.2026 – 08.03.2026 | 7 |
| Revision Week | 09.03.2026 – 14.03.2026 | 1 |
| Examination Week | 15.03.2026 – 20.03.2026 | 1 |
| TOTAL WEEKS | | 9 |

Important Dates

| | |
|---|-----------------|
| Registration (New Students) & Re-enrolment (Returning students) | : 11.01.2026 |
| Last Date for Enrolment | : 25.01.2026 |
| Add/Drop Subject (s) | : by 23.01.2026 |
| Exam Board Meeting for Jan 2026 – Mar 2026 Session | : 03.04.2026 |
| Commencement of Apr 2026 – Jul 2026 Session | : 05.04.2026 |

***ASA College Academic Department
3rd January 2026***