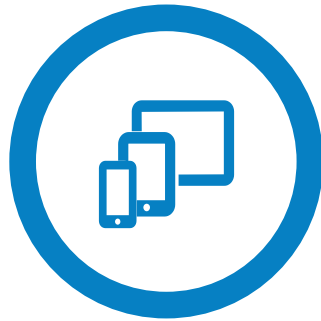


REGISTRATION SEPTEMBER 2026

This document will guide you through the steps needed to make your registration at the University as smooth as possible



VERIFICATION
OF DOCUMENTS



ONLINE
REGISTRATION



PAYMENT OF
TUITION FEES



SIGNING OF
REGISTRATION
FORM



FINAL
CONFIRMATION



INDUCTION

IMPORTANT DATES

CONTACT DETAILS

All new students must fully complete the registration process before they can start with their classes



HOME PAGE



VERIFICATION
OF DOCUMENTS



ONLINE
REGISTRATION



PAYMENT OF
TUITION FEES



SIGNING OF
REGISTRATION FORM



FINAL
CONFIRMATION



INDUCTION



VERIFICATION
OF DOCUMENTS

IMPORTANT

Please complete any required action by the deadline provided. The submission of inaccurate information or falsified documents may result in the withdrawal of an offer or termination of registration. No further appeal will be considered.

DOCUMENT VERIFICATION: WHAT YOU NEED TO DO

Check your email for your verification group and the action required. **If you submitted multiple qualifications, different qualifications may fall under different verification groups.**

Group 1: Document Verification Completed

Your grades and official certificate have been received and verified.

YOUR ACTION: No further action required.

Group 3: Document Verification Pending

You must upload the requested documents via [NottinghamHub](#) before your verification and registration can be completed.

YOUR ACTION: Upload the requested document via NottinghamHub.

Group 2: Document Verification Provisionally Completed

Your grades are verified, but we are still waiting for your official certificate.

YOUR ACTION: Submit it when available and respond to follow-up emails.

Group 4: In-Person Document Verification Pending

Online verification is not available for your qualification. Original documents must be checked in person.

YOUR ACTION: Bring the originals when instructed by Admissions.

Next Action



HOME PAGE



VERIFICATION
OF DOCUMENTS



ONLINE
REGISTRATION



PAYMENT OF
TUITION FEES



SIGNING OF
REGISTRATION FORM



FINAL
CONFIRMATION



INDUCTION



What's next?

Hold on and wait for emails to be sent to your personal email address within 3 working days before you can proceed to online registration*

*We're getting your university student user account ready for step 2 (online registration) onwards. This usually takes less than 3 working days, but it can sometimes take a bit longer. We'll let you know when everything's ready via emails:

Email 1: Activate username and apply for student card
Email 2: Invitation on online registration

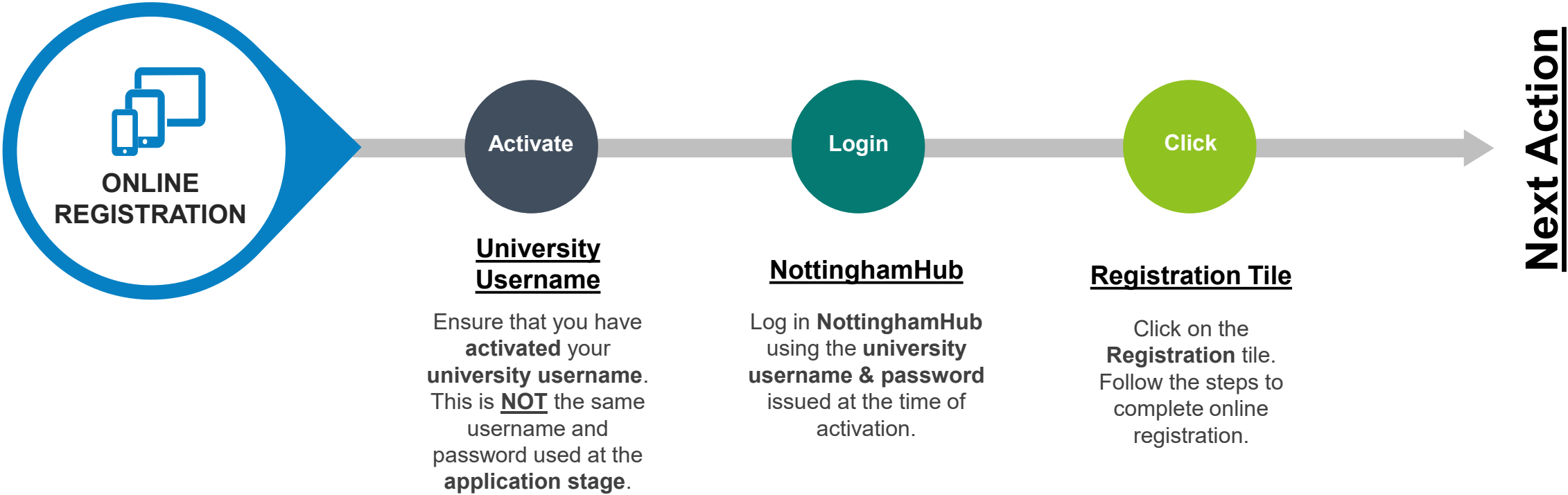


Received emails*

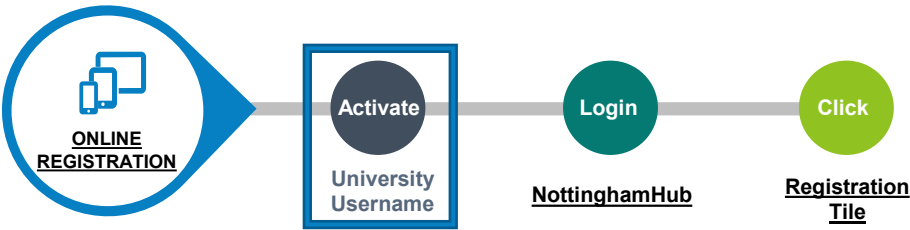
Have not received emails* after 3 working days

- ☐ Check and ensure that your application status in NottinghamHub portal appears as 'Matriculation'
- ☐ Check your junk mail /spam folder
- ☐ Contact the Student Registry if you are not able to locate the emails

REGISTRATION SEPTEMBER 2026



REGISTRATION SEPTEMBER 2026



Frequently Asked Questions

Q: When can I activate my University Username?

A: You will receive an email at your personal email address within three (3) working days after your application status in the NottinghamHub portal changes to 'Matriculation'.

Q: I have not received the University Username activation email. What can I do?

A: First, please check that your Application Status in the NottinghamHub portal shows as "Matriculation." Then, check your junk or spam folder for the activation email. If you are still unable to locate it, please contact the Student Registry for assistance.

Q: I received the email but am unable to complete the username activation process. What should I do?

A: Contact our [IT Services Desk](#) for assistance.

Q: When should I complete the activation process?

A: You must activate your University Username before proceeding with your online registration.

Steps to activate your University username

1. Visit the link provided in your Username Activation email.
2. Read the University of Nottingham IT policies.

The screenshot shows two side-by-side panels. The left panel is a dark blue box with a white 'i' icon and text: "Please ensure you have read and understood the statement opposite and policies listed therein." Below this is a form with fields for "Surname", "Date of birth in dd/mm/yyyy format", and "Student ID". At the bottom is a checkbox labeled "I have read and understood the statement on this page. I agree to abide by the university's IT policies." and a "Continue" button. The right panel is a white box with a grey header "University of Nottingham IT policies". It contains a list of policies: "Acceptable Use Policy", "Janet Acceptable Use Policy", "Information Security Policy", "Data Protection Policy", and "Social Media Policy". Below the list is a "Continue" button.

3. Enter your surname, date of birth, and student ID.
4. Tick the box confirming, "I have read and understood the statement on this page."
5. Click **Continue**.

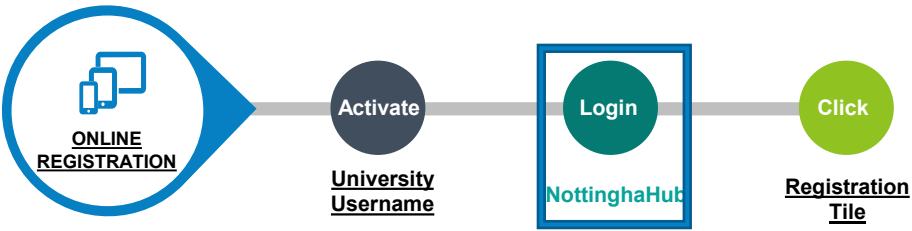
6. Your username, temporary password, and email address will be displayed on the screen. Please make a note of these details.

The screenshot shows a white box with a green header "Write these details down. You will need them later." Below this is a form with fields for "Username: smdly9", "Password: tA%v346", and "Email address: smdly9@nottingham.edu.my". Below the form is a "Continue" button.

7. Set up Multi-Factor Authentication (MFA) before signing in to NottinghamHub with your University credentials or using Microsoft 365 services such as email and SharePoint.

More about the MFA

REGISTRATION SEPTEMBER 2026



Frequently Asked Questions

Q: When can I register online?

A: You will receive an email sent to your personal email address three (3) working days after your application status appears as 'Matriculation' in the NottinghamHub portal.

Q: I have received the online registration invitation email and logged in to NottinghamHub, but I cannot see where to register online.

A: Please ensure that you log in to NottinghamHub using your **University username and password**, and **NOT** the username and password used during the application stage. [Click here](#) for information about activating your University username.

Q: I have activated my University username and logged in with my University username and password, but I cannot see where to register online.

A: If you try to complete your online registration before receiving the registration email, the registration tile will not be available and you will not be able to complete the process. Please wait until you receive the email and try again.

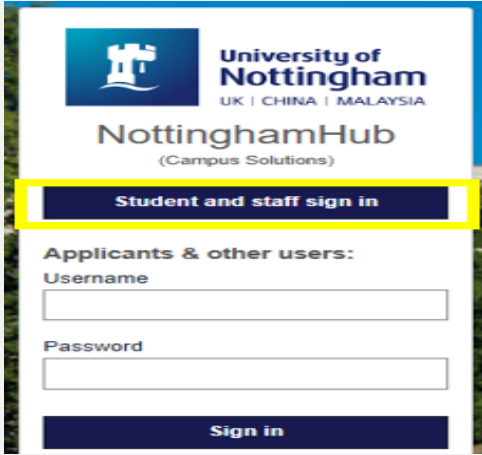
Q: I have received the online registration email and logged in with my University username and password, but I cannot see where to register online.

A: Contact the [Student Registry](#) for further assistance.

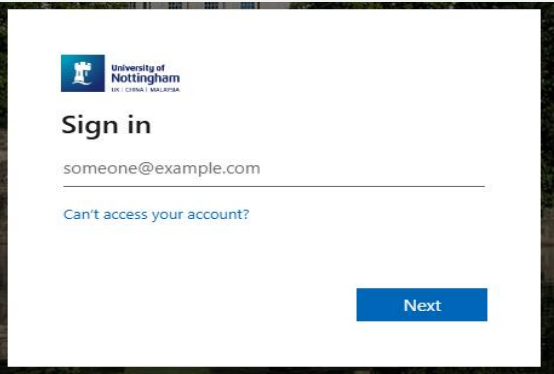
[Previous](#)

Steps to sign in to NottinghamHub

1. Visit [NottinghamHub](#) and select 'Student and staff sign in'



2. Enter your official university username and password. If you are unsure about your username, [click here](#) for information on university username activation.

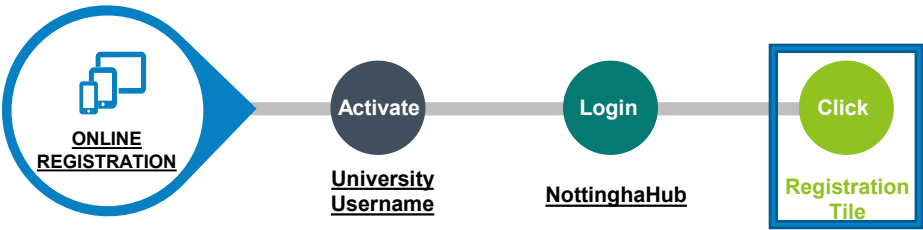


3. Click 'Sign in'

4. Follow the on-screen instructions to complete your sign-in using MFA. [More about the MFA](#)

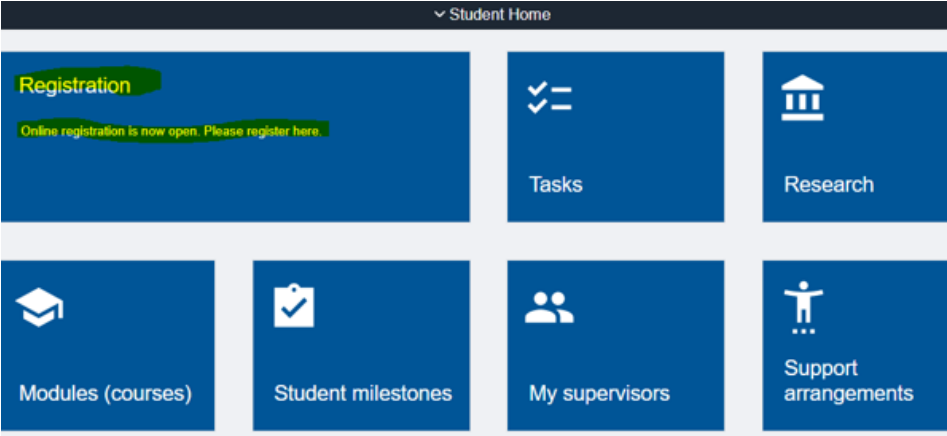
[Next](#)

REGISTRATION SEPTEMBER 2026



Steps to Complete Online Registration

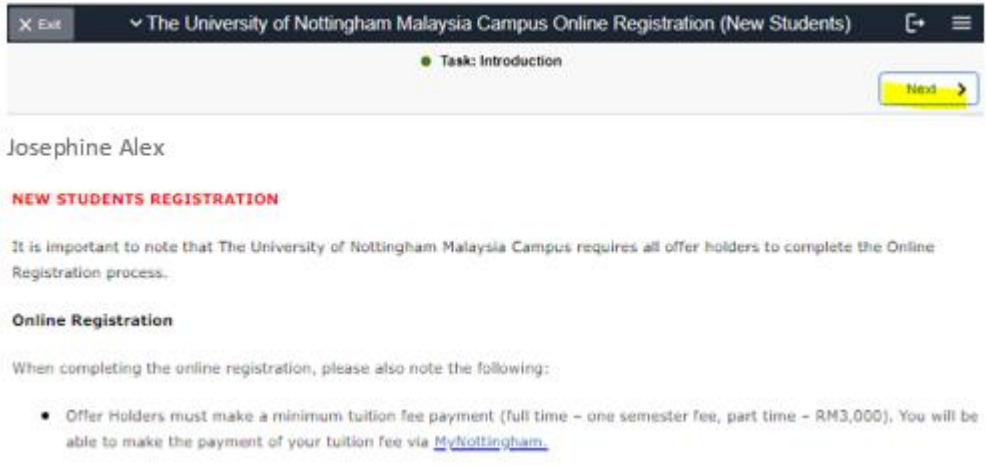
1. Sign in to NottinghaHub using your official university username and password.
2. Locate the **Registration** tile and click on it.



3. Select the Online Registration task.

Tasks		
To Do List		
Task	Due Date	Status
The University of Nottingham Malaysia Campus Online Registration (New Students)		Assigned
Original Docs to be checked	24/04/2024	Completed

4. Follow the instructions provided to complete your online registration.



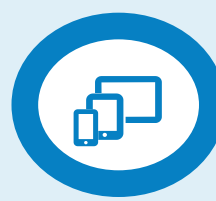
REGISTRATION SEPTEMBER 2026



[HOME PAGE](#)



[VERIFICATION
OF DOCUMENTS](#)



[ONLINE
REGISTRATION](#)



[PAYMENT OF
TUITION FEES](#)



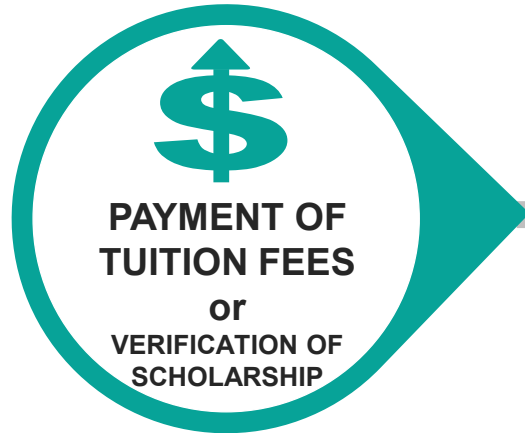
[SIGNING OF
REGISTRATION FORM](#)



[FINAL
CONFIRMATION](#)



[INDUCTION](#)



**Payment of
Tuition Fees**

**Malaysian
Nationals**



**Payment of
Tuition Fees**

**Non-Malaysian
Nationals**

Next Action

Please click on the above links for further information about payment of tuition fees

You must make the payment of tuition fees before you can proceed to next step ([Signing of Registration Form](#)) and start your classes

Frequently Asked Questions

Q: Do I need to inform the University once I have made the tuition fee payment?

A: You only need to email the proof of payment to the [Finance Office](#) if the payment is not made through the NottinghamHub portal.

Q: I am entitled to a scholarship provided by the University. How much do I need to pay after the deduction?

A: To estimate the tuition fee amount you need to pay after the scholarship deduction, you can use our [Tuition fees calculator](#).

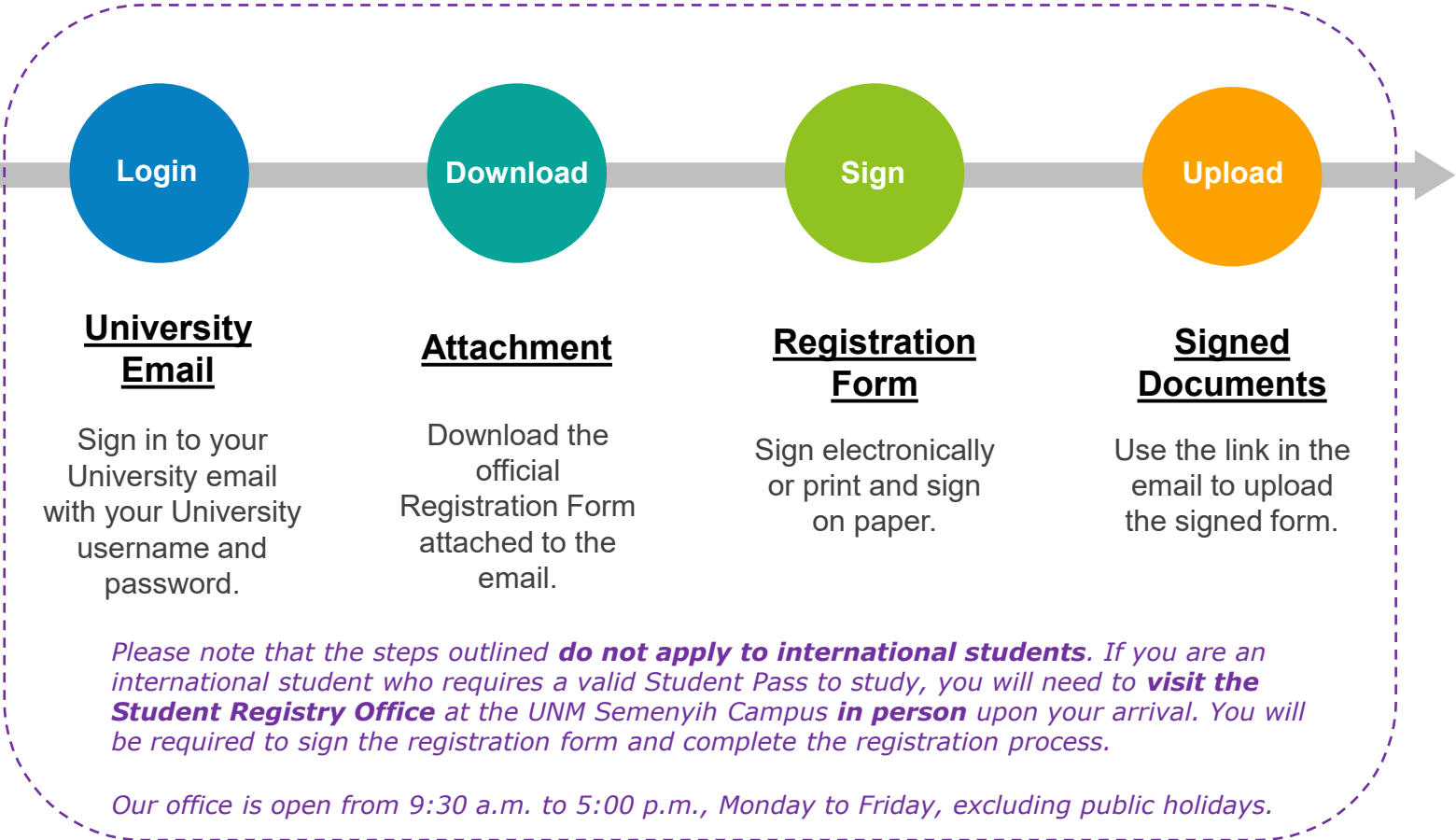
[Previous](#)

[Next](#)

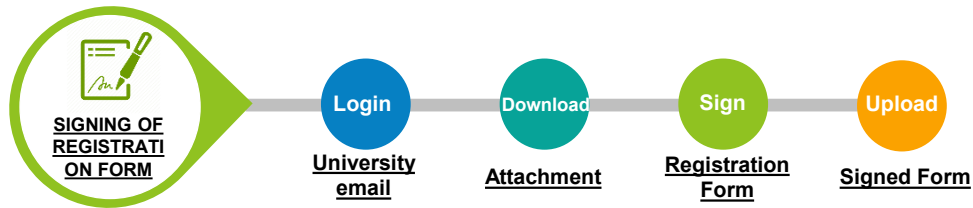
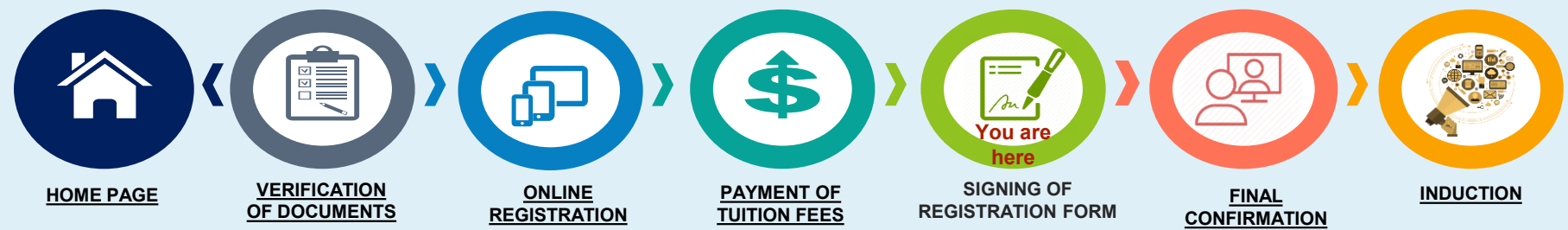
REGISTRATION SEPTEMBER 2026



Frequently Asked Questions



REGISTRATION SEPTEMBER 2026



Frequently Asked Questions

Q: When can I download the official Registration Form?

A: You will receive an email at your university email address within **two (2) working days** after completing document verification, online registration, and payment of tuition fees.

Q: I have completed document verification, online registration, and payment of tuition fees, but I have not received the email about the official Registration Form. What should I do?

A: Contact the [Student Registry](#) for further assistance.

Q: When should I upload the signed Registration form?

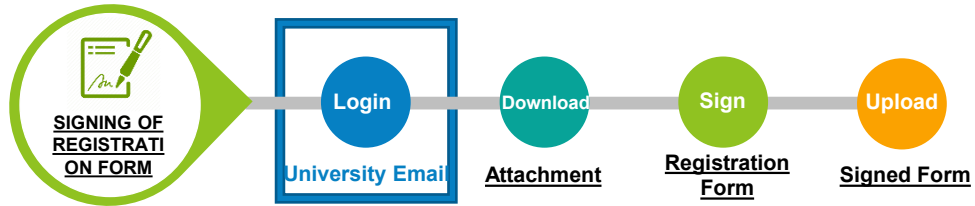
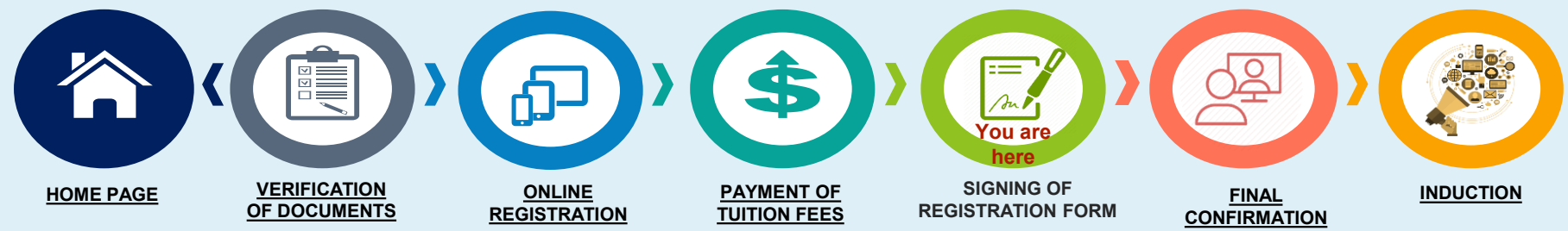
A: Please upload the form as soon as you have signed it.

Q: I am an international student. Why can't I complete the registration process remotely?

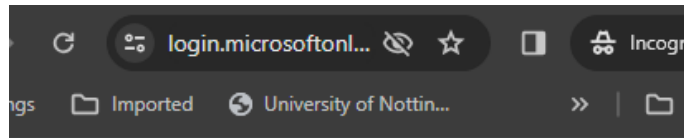
A: If you are an international student who requires a valid student pass to study, you will need to visit the Student Registry Office at the UNM Semenyih Campus in person after your arrival. There, you will be required to sign the Registration Form and complete the registration process. This allows us to confirm that you have arrived safely on campus to begin your studies.

Our office is open from 9:30 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

REGISTRATION SEPTEMBER 2026



Visit <http://email.nottingham.edu.my/>
Please sign in with your official university username and password.



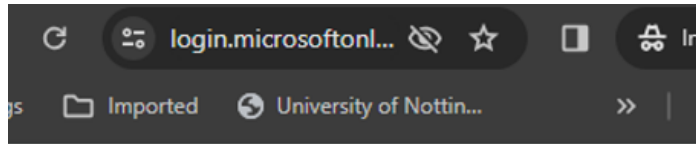
Sign in

to continue to Outlook

No account? [Create one!](#)

Can't access your account?

Next



Enter your password

← xxxx i@nottingham.edu.my

Enter password

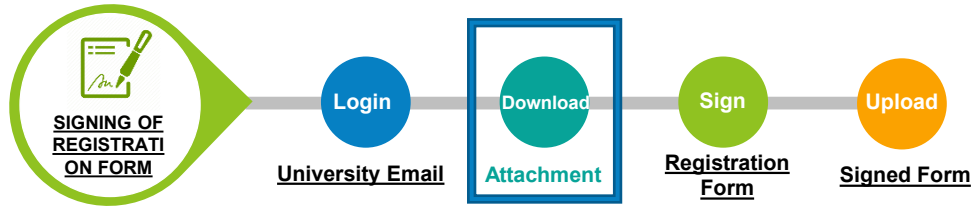
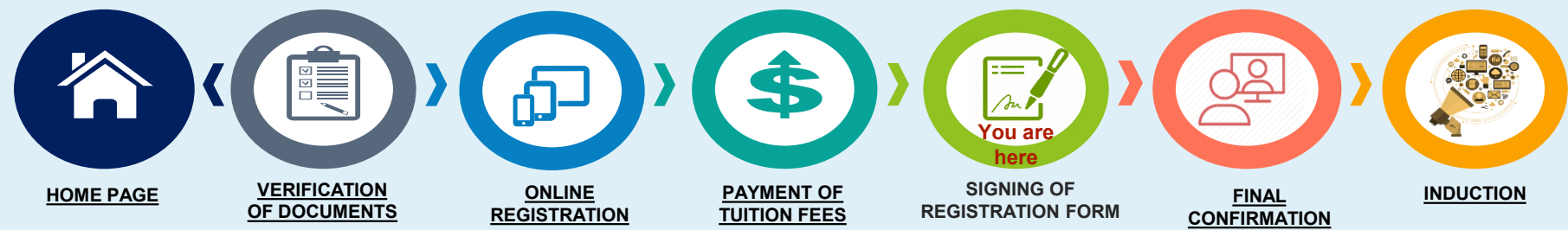
[Forgot my password](#)

Sign in

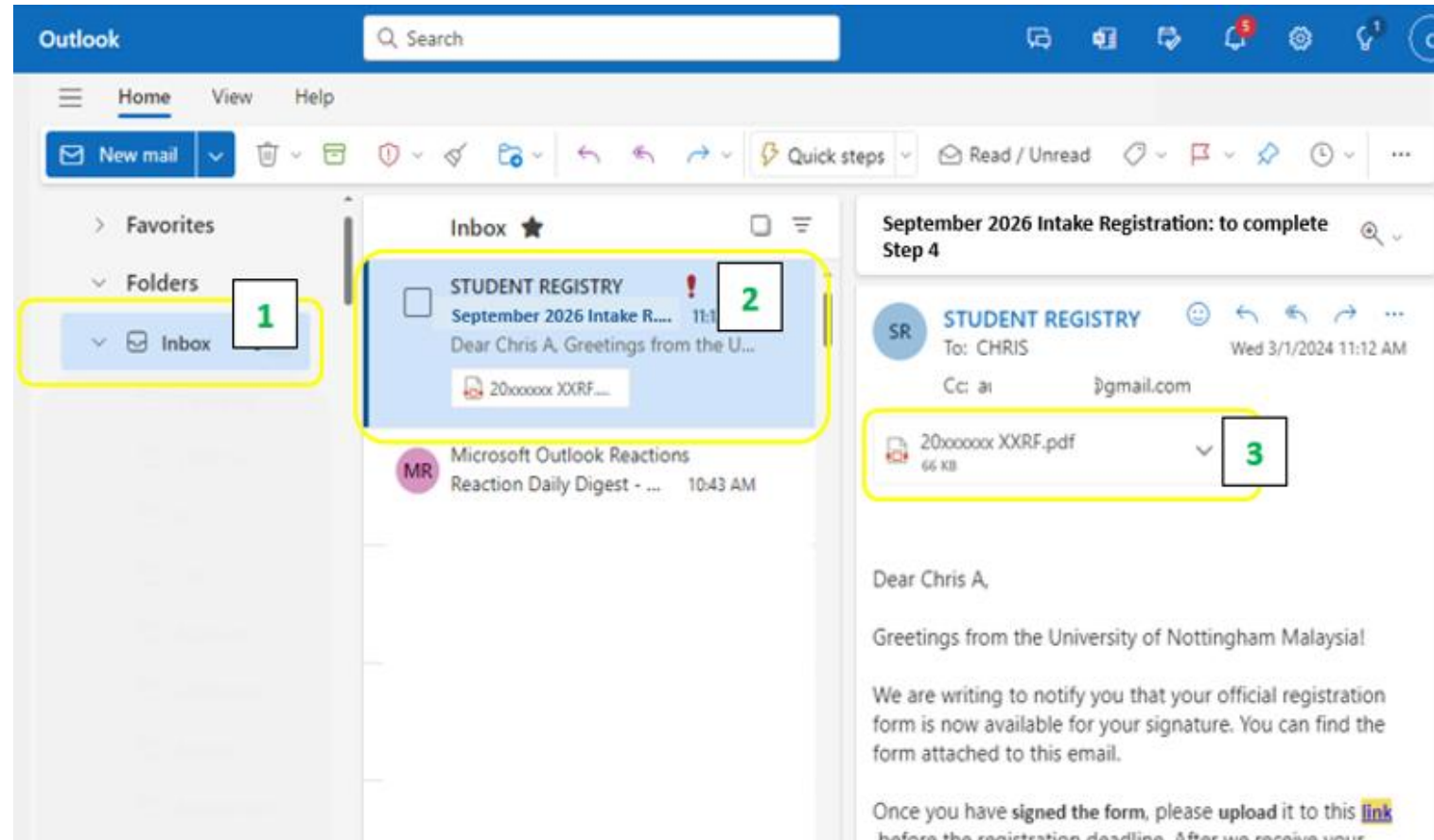
[Previous](#)

[Next](#)

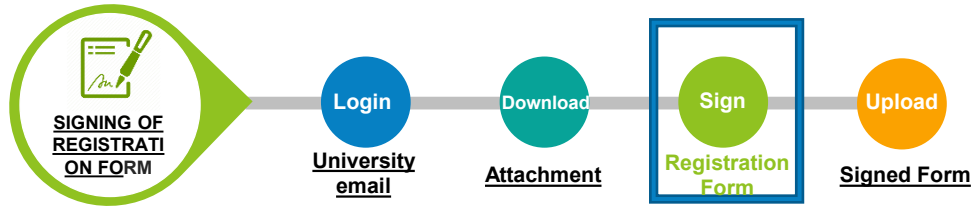
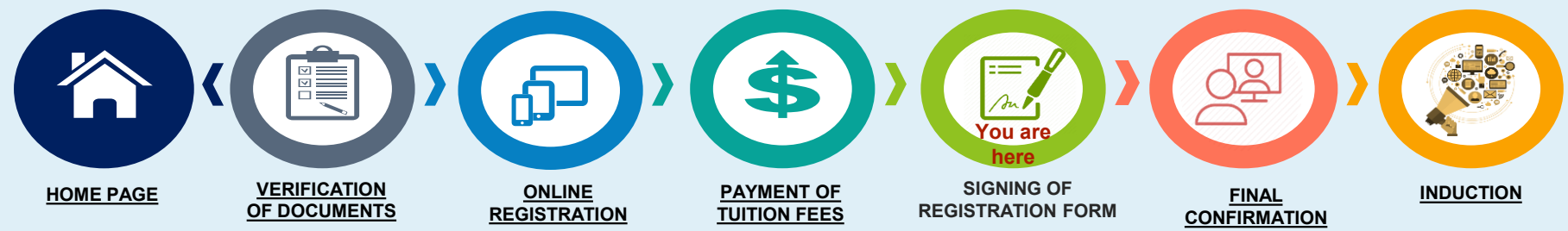
REGISTRATION SEPTEMBER 2026



- 1: Navigate to the **Inbox** folder.
- 2: Search for the email with the subject "September 2026 Intake Registration: to complete Step 4."
- 3: Download the attachment.

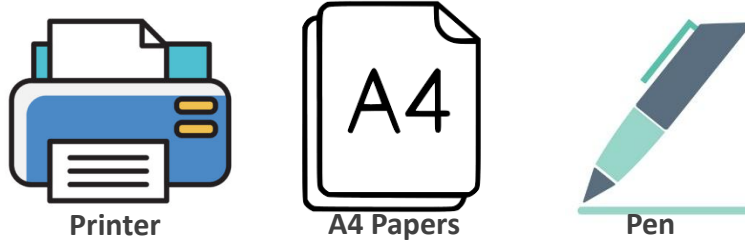


REGISTRATION SEPTEMBER 2026



Electronically sign or **print and sign** the form on a paper. Tools you need are as follow:

Print and Sign



Scanner

or



Cam Scanner

Electronically ([Click here](#) for detailed steps)



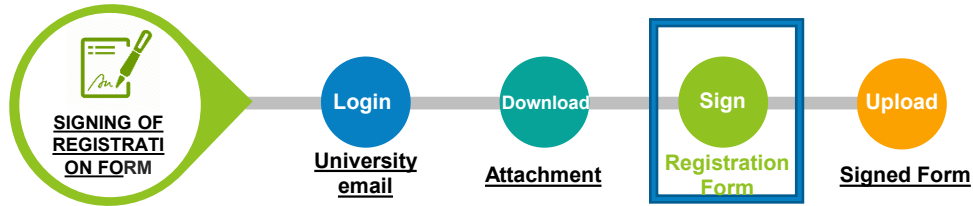
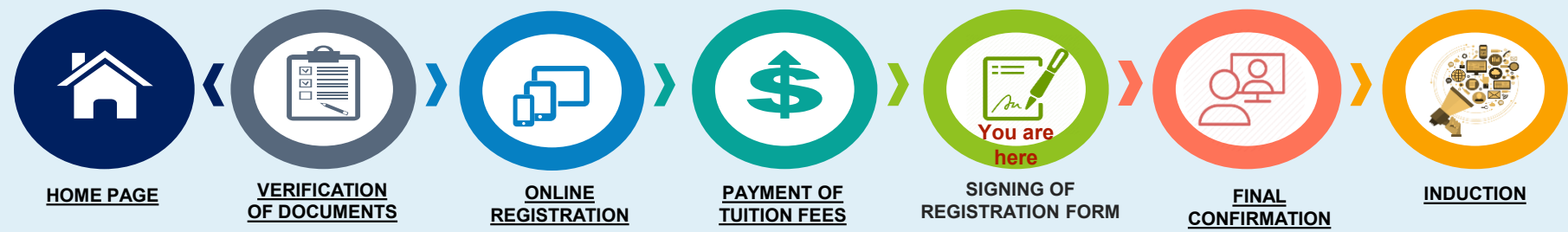
Adobe Acrobat Reader DC
(preferable)

or



Any PDF reader with
electronic signature feature

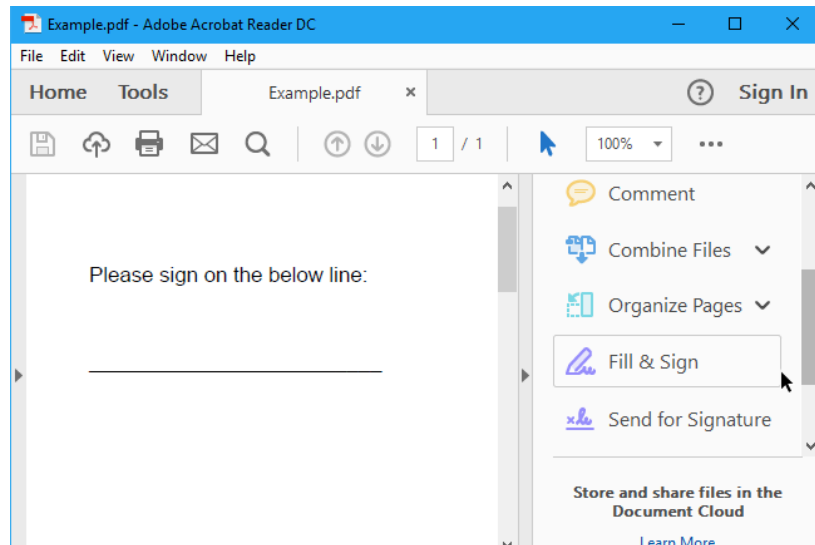
REGISTRATION SEPTEMBER 2026



How to electronically sign pdf documents without printing or scanning

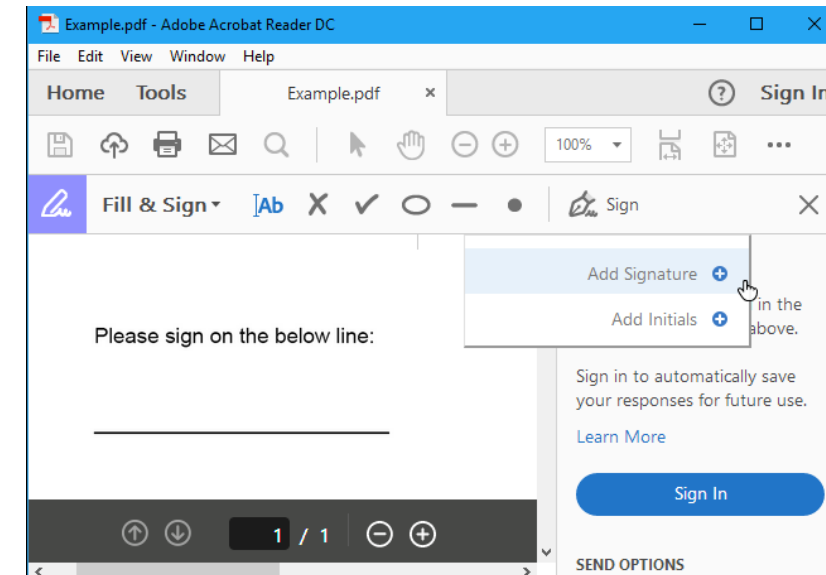
An electronic signature can be added directly to a PDF document without the need to print and scan it. You can do this using various applications, such as Adobe Acrobat Reader.

Step 1: Open the PDF document in Adobe Acrobat Reader. Click “Fill & Sign” in the right-hand pane.

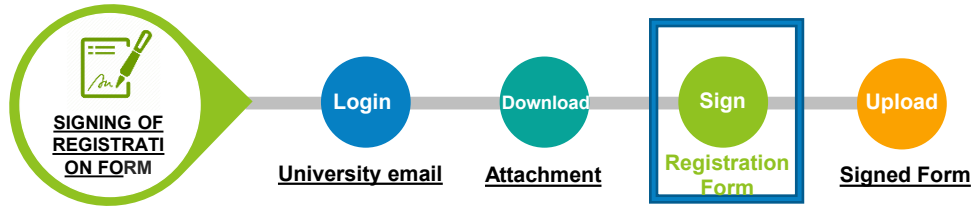
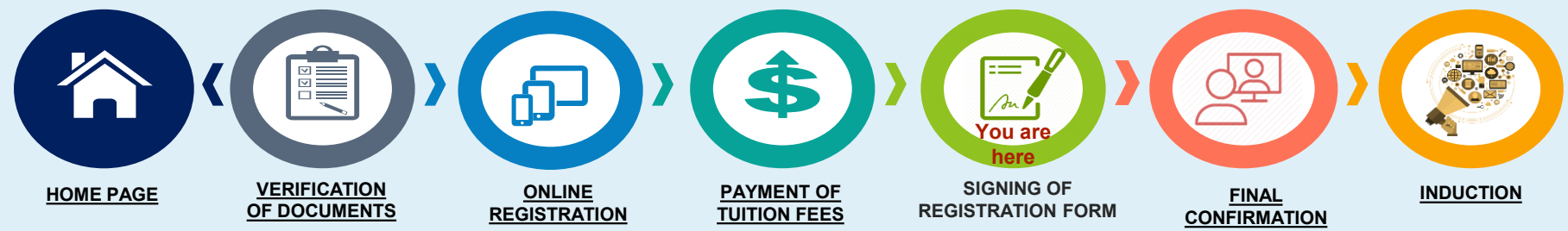


Step 2: Click “Sign” on the toolbar, then select “Add Signature.”

Note: If you need to add other information to the document, you can use the other options in the Fill & Sign toolbar. For example, you can add text or enter a date when completing a form.

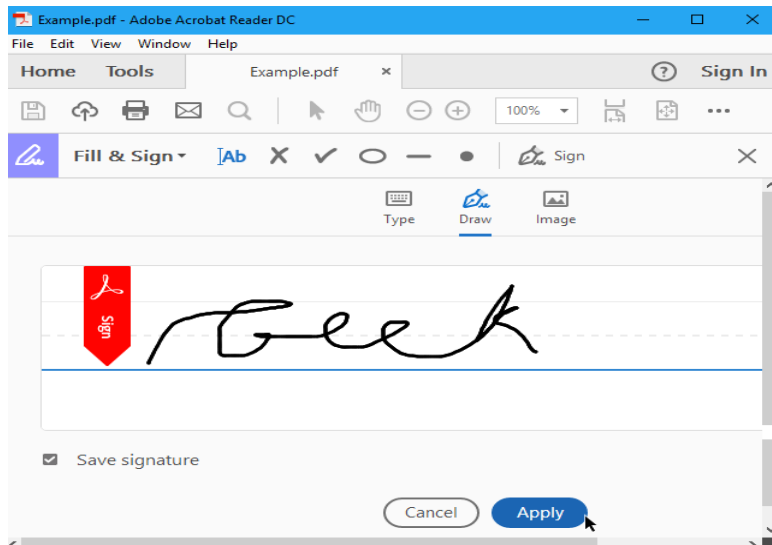


REGISTRATION SEPTEMBER 2026

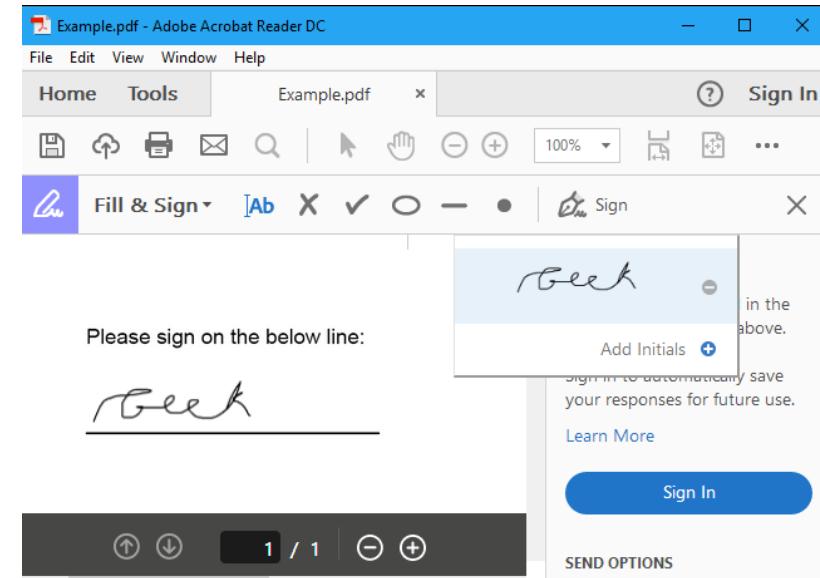


Step 3: You can create your signature in one of three ways. By default, Adobe Reader selects “Type.” This creates a typed version of your name rather than a handwritten signature.

If you prefer, select “Draw” and create your signature using a mouse or touchscreen. Once you are satisfied with your signature, click “Apply” to add it to the document. You can leave “Save Signature” selected if you would like to use the same signature again in the future.

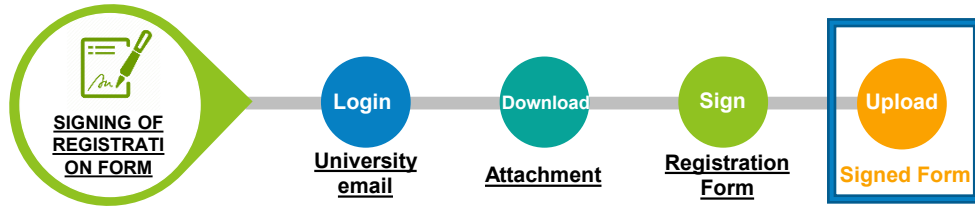
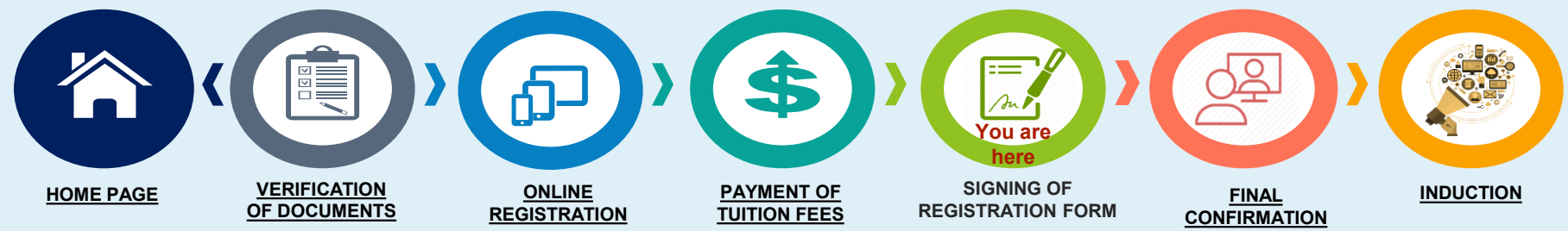


Step 4: Use your mouse to position the signature where you want it, then click to place it on the document. If you saved your signature, it will be available from the “Sign” menu the next time you need it.

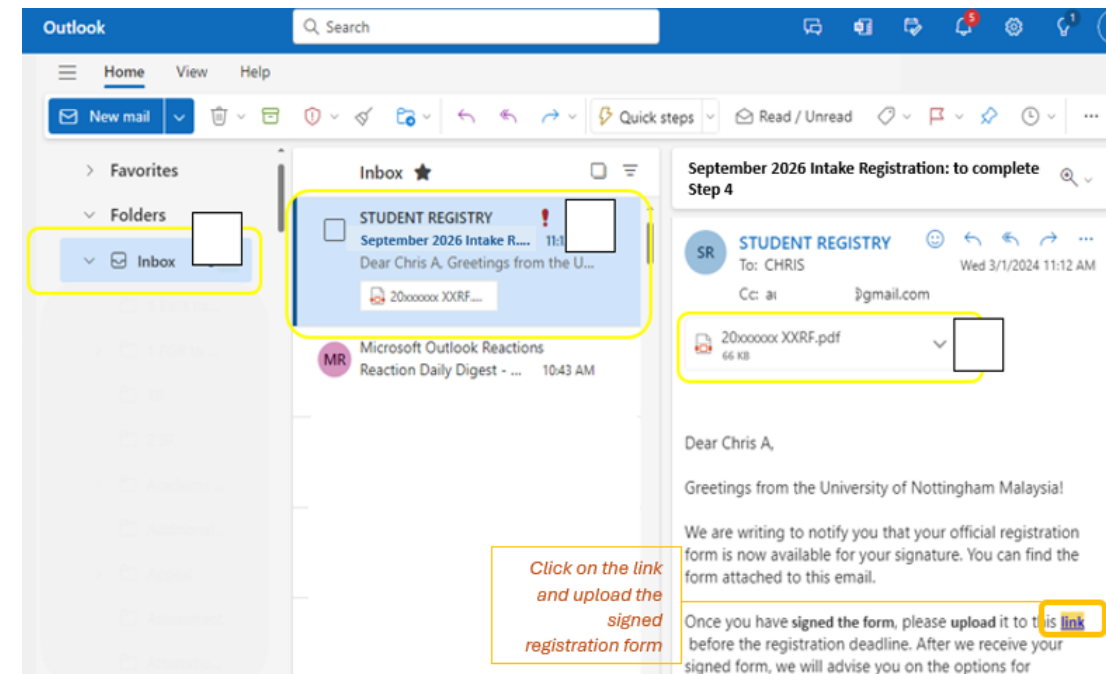


Step 5: To save the signed PDF, go to File > Save and choose where you would like to save the file.

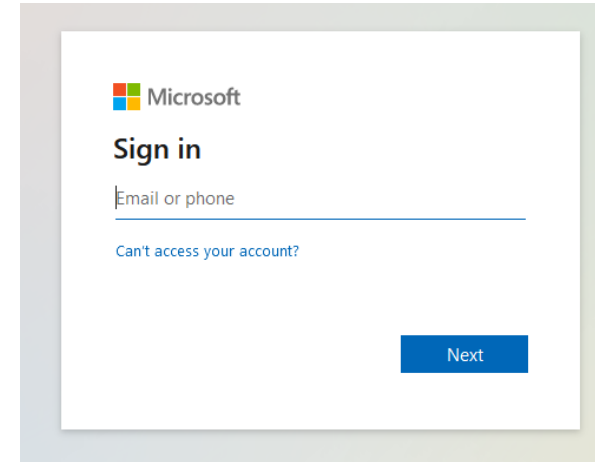
REGISTRATION SEPTEMBER 2026



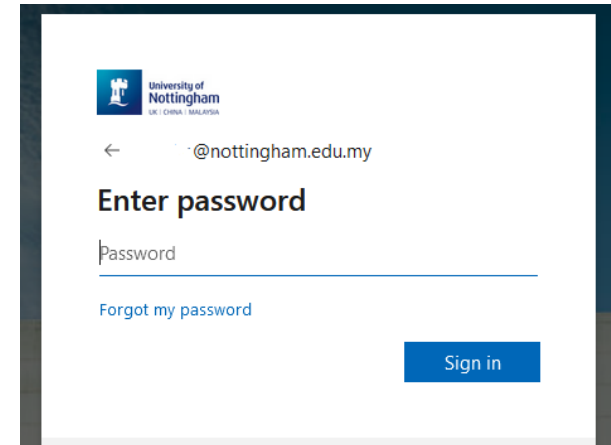
1: Click on the link provided in the email.



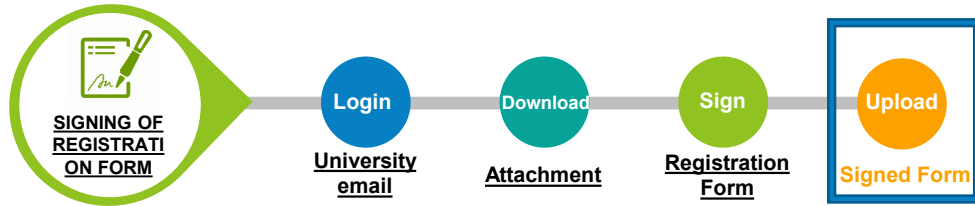
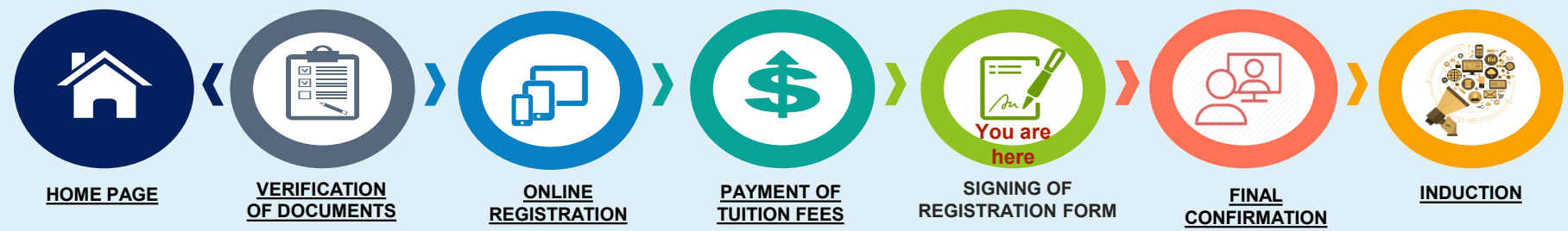
2: Sign in with your University username e.g., abcef56@nottingham.edu.my



3: Enter your University account password.



REGISTRATION SEPTEMBER 2026



4: Fill in the required information, upload your signed form and submit.

UNM September 2026 Intake Official Registration Form: Signed Version

Hi, STUDENT. When you submit this form, the owner will see your name and email address.

* Required

1. Student ID (e.g. 20913218): * [📄]

Enter your answer

2. Name: * [📄]

Enter your answer

3. Please upload your **signed** registration here. (Non-anonymous question) * [📄]

📎 Upload file

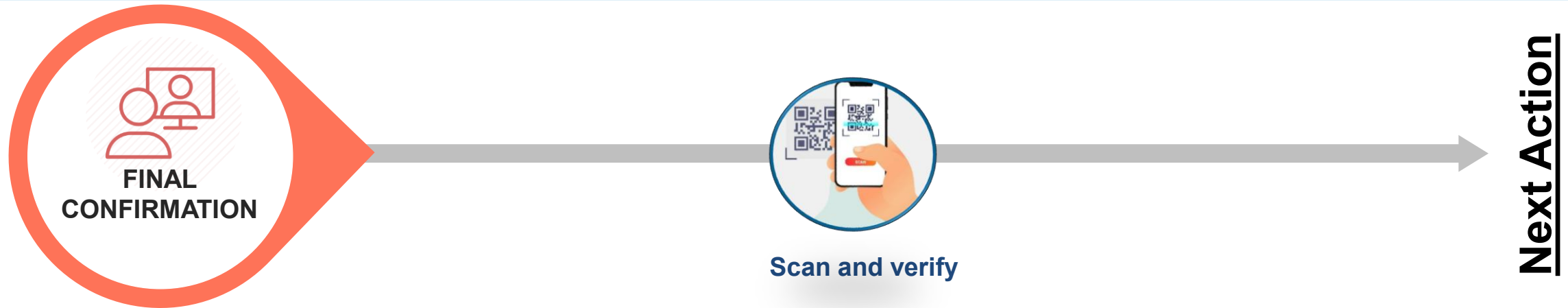
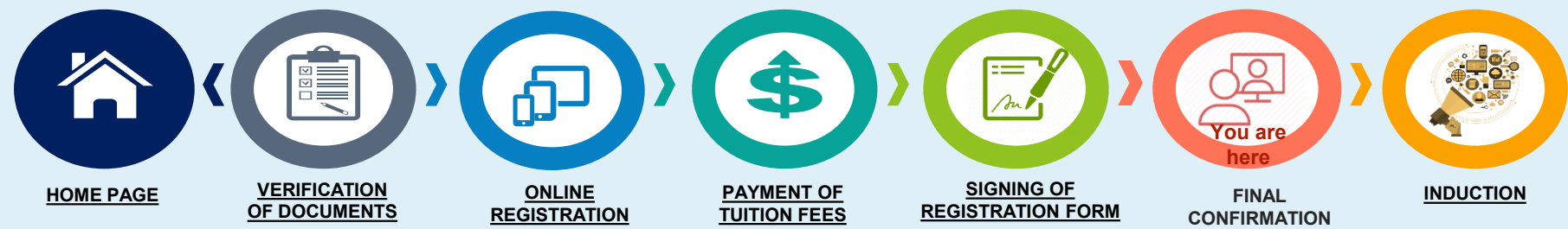
File number limit: 1 · Single file size limit: 100MB · Allowed file types: Word, PDF, Image

Submit

[Previous](#)

[Next](#)

REGISTRATION SEPTEMBER 2026



Once you have signed the registration form, you will need to complete a final confirmation within the registration period. This is necessary as it serves to authenticate your identity as the genuine registrant of the programme. To ensure a smooth process, kindly take note of the following:

- **Domestic Students** – You will receive a link from the Student Registry Office to complete the final confirmation. Once the team has received your signed registration form, they will contact you by email with further instructions on how to complete this step.
- **International Students** – If you are an international student who requires a valid Student Pass to study, you will need to visit the Student Registry Office at UNM, Semenyih Campus in person after your arrival. You will be required to sign the registration form and complete the registration process.

The Student Registry Office is open from 9:30 a.m. to 5:00 p.m., Monday to Friday, excluding public holidays.

If you are unsure how to proceed or have any questions regarding the registration process, please email the [Student Registry Team](#) in the first instance.

REGISTRATION SEPTEMBER 2026



HOME PAGE



VERIFICATION
OF DOCUMENTS



ONLINE
REGISTRATION



PAYMENT OF
TUITION FEES



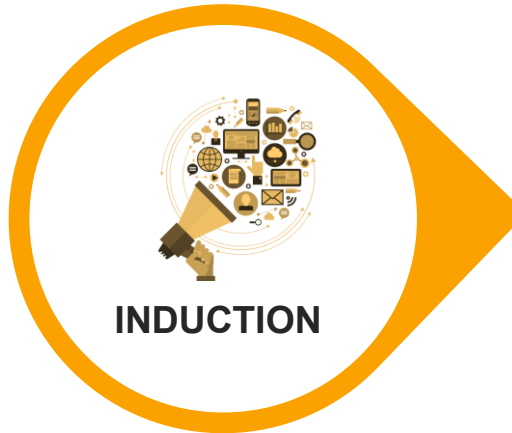
SIGNING OF
REGISTRATION FORM



FINAL
CONFIRMATION



INDUCTION



Once you have paid your tuition fees and completed the registration process, you will be enrolled with the University.

Please make sure to attend the Programme Induction, where you will receive guidance on the next steps, such as choosing your modules, understanding University regulations, etc., before your classes begin.

Please click [here](#) to view the Induction Dates for September 2026 Registration.



Good Luck!

REGISTRATION SEPTEMBER 2026



HOME PAGE



VERIFICATION
OF DOCUMENTS



ONLINE
REGISTRATION



PAYMENT OF
TUITION FEES



SIGNING OF
REGISTRATION FORM



FINAL
CONFIRMATION



INDUCTION

IMPORTANT DATES

Programme	Registration Period	Induction	Classes Start Date
Nottingham Foundation Programme	24 August 2026 – 9 October 2026	23 September 2026 – 25 September 2026	28 September 2026
All Undergraduate Programmes	24 August 2026 – 9 October 2026	Faculty of Science and Engineering: 23 September 2026 – 24 September 2026 Faculty of Arts and Social Sciences: 24 September 2026 – 25 September 2026	28 September 2026
All Postgraduate Taught Programmes in the School of Education	24 August 2026 – 25 September 2026	24 September 2026 – 25 September 2026	28 September 2026
Executive Master of Business Administration Programme at Nottingham University Business School	24 August 2026 – 25 September 2026	19 September 2026	24 September 2026
Master of Science in Organisational Psychology at the School of Psychology	24 August 2026 – 25 September 2026	23 September 2026 – 24 September 2026	28 September 2026
All Postgraduate Taught Programmes (excluding those in the School of Education, the Master of Science in Organisational Psychology at the School of Psychology, and the Executive Master of Business Administration Programme at Nottingham University Business School)	24 August 2026 – 9 October 2026	Faculty of Science and Engineering: 23 September 2026 – 24 September 2026 Faculty of Arts and Social Sciences: 24 September 2026 – 25 September 2026	28 September 2026
All Postgraduate Research Programmes	24 August 2026 – 9 October 2026	Graduate School will communicate to students at a later date.	28 September 2026*

Note: * For research programmes with taught modules.

REGISTRATION SEPTEMBER 2026



HOME PAGE



VERIFICATION
OF DOCUMENTS



ONLINE
REGISTRATION



PAYMENT OF
TUITION FEES



SIGNING OF
REGISTRATION FORM



FINAL
CONFIRMATION



INDUCTION

CONTACT DETAILS

We are here to help.

If you have any other questions, please do not hesitate to get in touch with us:

Verification of Documents

Admissions Office

Tel: +60 3 8924 8668 (Admissions Hotline)

Email: admissions@nottingham.edu.my

Signing of Registration Form | Confirming Attendance at Registration| Induction

Student Registry Office

Tel: +60 3 8924 8663 (Student Registry Hotline)

Email: student_registry@nottingham.edu.my

Payment of Tuition Fees

Finance Office

Tel: +60 3 8924 8607 (Finance Hotline)

Email: Finance-Office@nottingham.edu.my

Student Pass/Visa Application

Student Visa Office

Tel : +60 3 8924 8778 (Visa Hotline)

Email: apply.visa@nottingham.edu.my

Sponsorship, scholarship, PTPTN loan or EPF withdrawal letters

Sponsorship Unit

Tel: +60 3 8924 8609 (Sponsorship Hotline)

Email: sponsorship@nottingham.edu.my

If you encountered any [technical issues](#) related to the [Online Registration](#) or [access to NottinghamHub](#), please contact the **UNM IT Service Desk** via ITServiceDesk@nottingham.edu.my or +60 3 8924 8199 (IT Service Hotline)

Accommodation Booking

Accommodation Office

Tel: +60 3 8924 8604 (Accommodation Hotline)

Email: accommodation@nottingham.edu.my

International Student Support

UNM International Student Support

Tel: +60 3 8924 8661 (ISS Hotline)

Email: International.Support@nottingham.edu.my

[Previous](#)