

MANUAL FOR UPLOADING THE MEDICAL CHECK UP FORM

1. Log on to MyUPSI Portal



Link 1 (Online) **Link 2 (Online)**

Should you encounter any problem, please let us know by emailing us at portal@ict.upsi.edu.my

2. Use the details as below to log on

Username: Matric Number

Password: IC number/ Passport Number



User Login

Username
Password
 Show Password
Password Length:
Login

First time login? Please click [here](#)
Forgot your password? Click [here](#) to reset
Need help? Contact us at +605-4505826 or portal@ict.upsi.edu.my

Social Networks Links

Headlines

- BANTUAN YANG DISEDIAKAN OLEH PIHAK JABATAN HAL EHWAL PELAJAR & ALUMNI (JHEPA)
- JADUAL PENTAKSIRAN AKHIR SEMESTER 3 SESI 2020/2021 (IJAZAH SARJANA MUDA)/ FINAL ASSESSMENT SCHEDULE FOR SEMESTER 3 SESSION 2020/2021 (DEGREE)
- KEPADA: PELAJAR DIPLOMA AMBILAN OGOS 2021- PENTING
- PERHATIAN KEPADA PELAJAR: TINJAUAN KESEJAHTERAAN DIRI DALAM KALANGAN PELAJAR UNIVERSITI AWAM PADA ERA PANDEMIK COVID-19
- BANTUAN KEWANGAN OKU (BKOKU) - YURAN & SARA HIDUP PELAJAR DIPLOMA SEMESTER 1 SESI OGOS 2021
- FINAL ASSESSMENT RESULT FOR SEMESTER 2 SESSION 2020/2021 (MASTER & PhD)/ KEPUTUSAN PENTAKSIRAN AKHIR PROGRAM PENGAJIAN SISWAZAH BAGI SEMESTER 2 SESI 2020/2021 (SARJANA & DOKTOR FALSAFAH)
- PERMOHONAN RAYUAN SEMAKAN SEMULA KEPUTUSAN PENTAKSIRAN AKHIR SEMESTER 2 SESI 2020/2021 BAGI PROGRAM IJAZAH SARJANA MUDA (A202) & PENTAKSIRAN AKHIR SEMESTER 3 SESI 2020/2021 BAGI PROGRAM DIPLOMA (E202S)
- BANTUAN YANG DISEDIAKAN OLEH PIHAK JABATAN HAL EHWAL PELAJAR & ALUMNI (JHEPA)

3. Kindly click HEP

The screenshot shows the MyUPS Portal interface. At the top, there is a header with the university logo and name: UNIVERSITI PENDIDIKAN SULTAN IDRIS (SULTAN IDRIS EDUCATION UNIVERSITY). The page title is "MyUPS Portal". Below the header, there is a navigation bar with a date and time: "Wednesday, 1 September 2021 2:19:20 PM". A search bar with the Google logo is also present. The main content area is divided into several sections. On the left, there is a calendar for September 2021. Below the calendar is a "User Menu" section with several options: HEP, ACADEMIC, FINANCE, MISCELLANEOUS, IMS LINKS, and SERVICES. The "HEP" option is highlighted with a red box. On the right, there is a "Latest News" section with a "View Headline News" link. Below this link, there are four news items, each with a title and an update date. The first item is "BANTUAN YANG DISEDIAKAN OLEH PIHAK JABATAN HAL EHWAL PELAJAR & ALUMNI (JHEPA)" updated on 27 Aug 2021. The second is "JADUAL PENTAKSIRAN AKHIR SEMESTER 3 SESI 2020/2021 (IJAZAH SARJANA MUDA)/ FINAL ASSESSMENT SCHEDULE FOR SEMESTER 3 SESSION 2020/2021 (DEGREE)" updated on 23 Aug 2021. The third is "KEPADA: PELAJAR DIPLOMA AMBILAN OGOS 2021- PENTING" updated on 19 Aug 2021. The fourth is "PERHATIAN KEPADA PELAJAR: TINJAUAN KESEJAHTERAAN DIRI DALAM KALANGAN PELAJAR UNIVERSITI AWAM PADA ERA PANDEMIK COVID-19" updated on 19 Aug 2021. Below the news section is a "Memo" section with the text "No memos found."

4. Click Medical >> Medical Form

The screenshot shows the MyUPS Portal interface, similar to the previous one. The date and time are "Wednesday, 1 September 2021 2:21:15 PM". The "User Menu" section on the left now includes "Medical" with a sub-menu: "Check-up Appointment", "Guarantee Letter", and "Medical Form". The "Medical Form" option is highlighted with a red box. The "Latest News" section on the right is identical to the previous screenshot, showing the same four news items and the "Memo" section with "No memos found."

5. Click **Submission**

Wednesday, 1 September
2021 2:23:11 PM

September 2021

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Sep 2021

User Menu

MEDICAL CHECK-UP FORM

HOTLINE
Pusat Kesehatan : 05-450 6668/6677

Submission Status

STUDENT INFO

Student Name : Balushia Kawkab Abdul Aziz Mohammed
Student ID : P20202001445

6. Click **Choose file** to Upload the Medical Check Up Form, then click **SUBMIT**

MEDICAL CHECK-UP FORM

HOTLINE
Pusat Kesehatan : 05-450 6668/6677

Submission Status

STUDENT INFO

Student Name : [REDACTED]
Student ID : [REDACTED]

ATTACHMENT

File name : **Choose file** View

Submit