



DIPLOMA IN MANAGEMENT

(N/345/4/1155) 06/25 (MQA/FA 13087)

CAREER PROSPECTS

- Administrative Assistant
- Junior Customer Relations Officer
- Junior Human Resource Officer
- Entrepreneur

Programme Structure

YEAR 1

- Bahasa Kebangsaan (A) ATAU Skills Enhancement
- Penghayatan Etika dan Peradaban
- English 1
- Introduction to Management
- Introduction to Business Information Systems
- English 2
- Fundamentals of Marketing
- Business Mathematics
- English 3
- Introduction to Finance
- Fundamentals of E-Commerce
- Business Communication
- Introduction to Human Resource Management
- Introduction to Organizational Behaviour

YEAR 2

- Khidmat Masyarakat
- Business Statistics
- Leadership, Innovation and Change
- Microeconomics
- Introduction to Cross Cultural Management
- Workplace Issue
- Social Entrepreneurship
- Macroeconomics
- Introduction to Business Law
- Introduction to Accounting
- Problem Solving and Decision
- Entrepreneurship
- Fundamentals of Quality Management
- Introduction to Cost Management Accounting
- Introduction to Business Ethics and Values
- International Business

YEAR 3

- Industrial Training

Entry Requirements

Pass in Sijil Pelajaran Malaysia (SPM) with minimum 3 (THREE) credits in any subject; OR

Sijil Vokasional Malaysia (SVM) with Minimum Academic CGPA 2.00 Minimum Vocational CGPA 2.67 OR

Accreditation of Prior Experiential Learning (APEL) applicants must fulfil the following criteria:

- 20 years and above in the year of application
- Possess relevant work experience / prior experiential learning
- Pass the APEL Assessment for Diploma