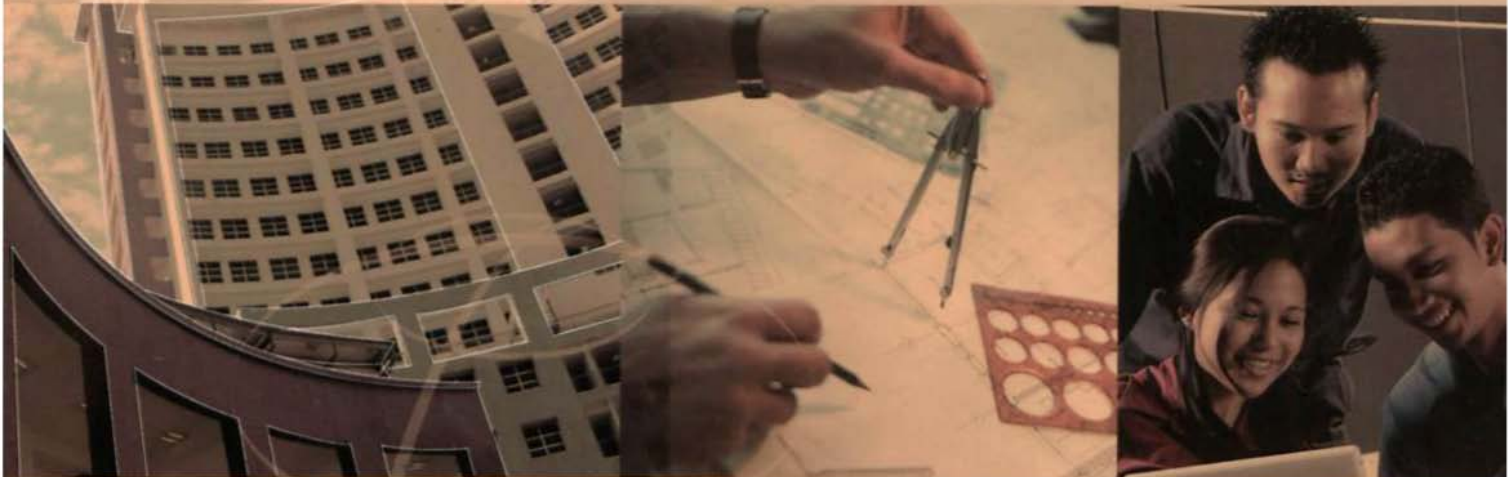


Prospectus

2004



UNIVERSITI TEKNOLOGI MARA



UNIVERSITI TEKNOLOGI MARA

P R O S P E C T U S 2 0 0 4

FOREWARD



Dato' Seri Prof. Dr Ibrahim Abu Shah
Vice-Chancellor

Let me wish all readers the warmest welcome to UiTM.

This detailed and comprehensive Prospectus is our way of making the university accessible to you. This will give you an insight into the diverse academic programmes available and their management, as well as the community of people involved in making UiTM an institution of higher learning that is highly recognised nationally and internationally.

I wish to congratulate the Corporate Communications and International Relations Office for successfully putting this publication together.

A handwritten signature in black ink, appearing to be 'Ibrahim' followed by a stylized flourish.

Dato' Seri Prof. Dr Ibrahim Abu Shah
Vice-Chancellor

1. UiTM is the first public institution of higher learning in Malaysia to be awarded the ISO 9002 certificate. It won the Public Service Award in 1996. UiTM also received the Tun Razak Award for having successfully uplifted the quality of life of the people and at the same time producing Bumiputera graduates and entrepreneurs.
2. UiTM Terengganu campus was awarded the ISO 9002: 1994 Quality Systems certificate for the following:
 - i) Provision of Teaching and Learning for Diploma in Computer Science, Diploma in Accountancy and Bachelor in Accounting (Honours);
 - ii) Provision of Support Services Covering Student and Academic Affairs.
3. UiTM Sarawak campus was awarded the ISO 9002:1994 Quality Systems certificate for the Learning and Teaching Process of Diploma in Civil Engineering Programme.
4. UiTM's Examination Division was awarded the ISO 9001:1997 and the ISO 92001:2003 awards for the Management and Preparation of Semester Examination Papers, covering Announcement, Receipt, Printing, Processing and Delivery Aspects.
5. UiTM's Institute of Research, Development and Commercialisation (IRDC) was awarded the ISO 9001:2000 for the Management of Consultancy and Research Activities.

C O N T E N T S

8	Background of the University	129	Faculty of Medicine and Health Sciences
16	Orchid City of SHAH ALAM	134	Institute of Research, Development and Commercialisation (IRDC)
18	Mission Statement	135	Centre For UiTM - Industry Linkages (UILC)
23	Faculty of Accountancy	136	Institute of Intellectual Property
28	Faculty of Art & Design	137	Institute of Knowledge Advancement (InKA)
35	Faculty of Law	139	Institute of Graduate Studies
38	Faculty of Administrative Science and Policy Studies	141	The Academy of Language Studies
41	Faculty of Architecture, Planning and Surveying	142	Malaysian Institute of Transport (MITRANS)
53	Faculty of Applied Sciences	143	International Education Centre (INTEC)
63	Faculty of Pharmacy	146	Institute of Education Development (InED)
66	Faculty of Business Management	148	Centre for Islamic Thought & Understanding
73	Faculty of Information Technology and Quantitative Sciences	149	Malaysian Entrepreneurship Centre
83	Faculty of Civil Engineering	150	Centre of Computer Aided Design Engineering & Manufacturing (CADEM)
87	Faculty of Electrical Engineering	151	Centre for Integrated Information Systems
91	Faculty of Mechanical Engineering	153	National Soil Erosion Research Centre (NASEC)
94	Faculty of Chemical Engineering	154	Centre for Strategic Planning
98	Faculty of Hotel And Tourism Management	155	Sports Centre
103	Faculty of Communication & Media Studies	156	Institute of Leadership and Quality Management (ILQAM)
107	Faculty of Information Studies	157	The University Publication Centre (UPENA)
111	Faculty of Office Management and Technology	158	Intekma Resort & Convention Centre
114	Faculty of Sports Science and Recreation	159	Centre For Creative Design
118	Faculty of Education	160	The Registrar's Office
125	Faculty of Performing Arts	161	Student Affairs Division (HEP)
		162	Academic Affairs Division
		163	Corporate Communications and International Relations Office
		165	Tun Abdul Razak Library
		167	Perlis Campus
		169	Kedah Campus
		170	Pulau Pinang Campus
		171	Perak Campus
		172	Melaka Campus
		173	Johor Campus
		174	Pahang Campus
		175	Terengganu Campus
		176	Kelantan Campus
		177	Sarawak Campus
		178	Sabah Campus
		179	Negeri Sembilan Campus
		180	Jalan Othman Campus
		181	Section 17 Campus



P R O S P E C T U S 2 0 0 4

BACKGROUND OF THE UNIVERSITY



UiTM is Malaysia's premier institution of higher learning that has experienced a phenomenal growth since its inception in 1956. The university has expanded nationwide with 3 satellite campuses, 12 branch campuses, 6 city campuses, 25 franchise colleges and a smart campus for the future. Its formation is based on a vision of outstanding scholarship and academic excellence that is capable of providing leadership in all fields of internationally recognised professional study. This serves as a catalyst for greater strides in the development of the university and the nation.

During these years of growth, UiTM has built on the educational infrastructure placed by its founders to a level comparable to many international universities. Today, it draws strength from the initiatives of these leaders to aspire to be world-class in all its endeavours - to explore the frontiers of knowledge, to master new technologies and to harvest the abundant riches of diverse cultures, markets and new industries.

UiTM: A world-class socio-economic achievement

UiTM is the pioneer institution of higher learning that is totally committed to producing a significant number of Bumiputera professionals who are skilled in a broad spectrum of industry. They contribute to increasing the national productivity and improving the livelihood and standard of living of the people of Malaysia.

UiTM's academic perspective - varied, inter-disciplinary and international

UiTM generates, disseminates and advances knowledge within the ever-changing multicultural and technological context of the world. It offers high quality education and a vibrant and inclusive learning environment. Students enjoy a rich growth experience, the most influential as well as the most challenging, intellectually and personally. UiTM's education will prepare students that have now numbered about 100,000 to become tomorrow's leaders.

The university has the broadest range of disciplines that any one university can boast of - from hotel and tourist management to accountancy to communication and media studies to medical and health technology, encompassing 21 faculties and over 200 academic programmes spread over Science and Technology, Social Science and Humanities and Business Management.

UiTM has forged linkages with other universities and professional bodies, such as the Association of Chartered Certified Accountants (ACCA), UK, Chartered Institute of Transport (CIT), UK, Institute of Chartered Secretaries and Administrators (ICSA) UK, Institute of Electrical and Electronic Engineers (IEEE), USA, Institute of Electrical Engineers (IEE), UK, Institute of Marketing, UK, Institute of Administrative Management, UK, Chartered Institute of Building (CIOB), UK, and many others around the world. Some of these ties go back a long way, such as with Ealing Technical College in the 60s and Ohio University in the 80s and they have become a benchmark for UiTM's academic programmes and research.



UiTM's curriculum - globally relevant, rigorous and responsive

UiTM's curriculum is distinctively interdisciplinary and international. Courses remain relevant, rigorous and responsive to our changing world. Our faculty members constantly redefine what they teach and how they teach it, ensuring that the best traditions of the academy are merged with the most current thinking and scholarship in all disciplines.

The university's curriculum takes into account the multi-talents and abilities of the students, who upon completing their studies are guaranteed a job in the real world. We care about preparing them for life. Apart from training them to be highly skilled people, we also equip them with an understanding of the technological, environmental and ethical challenges that they will face in a world of accelerating change. Many programmes require students to undergo practical attachment in their chosen fields as a way of acquiring hands-on experience. This is our students' competitive edge.

Those who could not come for a full-time course of study have an option of choosing their own place of study in the distance-learning mode, which is also possible electronically. Even more, if you have missed an early tertiary education, there is also off-campus programmes that you can register with.

UiTM's scholarship - knowledge innovators and paradigm bashers

UiTM constitutes an uncommon community of about 4,000 academics, scholars and researchers, all dedicated to education and research. Here, we find scholarship and research that will become the tools of personal and professional development. They are a new breed of knowledge innovators and paradigm bashers who are not afraid to transcend traditional boundaries between disciplines. The great diversity in disciplines and expertise is reflected in the university's niche areas and centres of excellence.

Niche Areas

Architecture
Biotechnology
Building
Polymer Science
Valuation
Material Science
Law
Agricultural Forestry
Accountancy
Information Technology and Communication
Mass Communication
Pharmaceutical
Art & Design
Nanotechnology
Hotel Management
Neutraceutical
Retailing
Mechatronic
Marketing
Facility Management
Insurance & Risk Management
Actuarial Science
Engineering

Centres of Excellence

UiTM's Centres of Excellence are the embodiment of the dynamic and progressive co-existence between scholar and scholarship. They comprise superior consultancy work by our own figures of international standing and reputation.

Malaysia Institute of Transport (MITRANS)
National Soil Erosion Centre (NASEC)
Institute of Research, Development and Commercialisation (IRDC)
Institute of Knowledge Advancement (InKA)
UiTM-MICG Corporate Governance Centre
Asian Centre for English Language Teaching
Centre for Consultancy and Testing 'Halal Haram'
Computer Aided Design Engineering and Manufacturing
Microwave Technology Centre
Financial Reporting Research Centre
Institute Kajian Zakat Malaysia
Institute of Biotechnology
Institute of Journalism



UiTM's research - multidisciplinary, record-breaking innovations, world-class innovative achievements, industry-related and high commercial input

At UiTM, the innovatory spirit is alive and kicking and is taking the university to great heights of excellence. Our researchers are constantly winning recognition for their world-class innovative achievements, as seen in the list of awards at the Geneva International Exhibition of Inventions.

The university maximises the commercial opportunities of its researcher's inventions and discoveries, thus helping industries to lower costs, increase productivity and improve quality. UiTM encourages cross-fertilisation of ideas from all disciplines so that academics and researchers are constantly challenged into forming research alliances and partnerships with agencies in both the public and private sectors.

UiTM recently set up 2 research institutes: the Institute of Biotechnology and the Science Institute with the intention of fostering greater efficiency and higher productivity in scientific research. At the same time, research in the university matches the market needs for professional and technology research services with the resources and skills available within UiTM. Maximising the value of university research is for the benefit of academics, the university and the country.

Campuses

The enormous responsibility of managing and educating a large and diverse student population has resulted in the expansion of the university set-up into a main campus, 3 satellite campuses, 12 branch campuses and 6 city campuses. Presently, Shah Alam is host to 45.5% of the total number of students, while the rest are distributed over the other campuses, with Perlis campus handling the biggest number (6.3%). These campuses provide excellent opportunities for Bumiputeras all over the country to pursue higher education and attain higher economic and social development.

Shah Alam main campus

UiTM's main campus started with the laying of its foundation stone on 14 October 1967 by Tun Abdul Razak and by mid 70s, the campus was already in full operation. It acts as the focal point of development and expansion to a network of 21 other campuses. In the year 2003, Shah Alam campus had 35,823 full-time and 6,269 part-time students. There are 13 residential colleges within the campus that house no less than 16,800 students. Apart from that, many homes around the university also open their doors to off-campus students.

This campus is very close to Shah Alam city and therefore public facilities and services are within easy reach. An added advantage is the fact that Shah Alam is the hub for information technology and multimedia applications. It is also easily accessible via the major highways that link the city to strategic locations in the country.

Satellite campuses

There are presently 3 satellite campuses: Jalan Othman campus in Petaling Jaya, Section 17 campus and Puncak Perdana campus, both in Shah Alam. These campuses house specialist programmes and are different from branch campuses, which usually offer a bigger range of academic programmes. Jalan Othman campus is the oldest of the three while Puncak Perdana campus is the most recently established. In fact, Jalan Othman campus was where UiTM first started in 1956 as Dewan Latehan RIDA. Today, the Faculty of Medicine and Health Sciences is the only faculty located in the premises. UiTM Section 17 campus, which is only about 3 kilometres away from the main campus started as a centre that prepared government sponsored students and those from private agencies for a university education in several European and Asian countries. Today, the International Education Centre (INTEC) continues the tradition sets out by its predecessor and prepares these sponsored students to an even wider range of foreign universities. The other faculty that shares Section 17 campus facilities and services is the Faculty of Education. As for the Puncak Perdana campus, the academic programmes that would be on offer at this brand new space are those run by the Faculty of Accountancy.

Branch campuses

UiTM is the only university in Malaysia that has a branch campus in almost every state of the country. It started its first campus in Sabah in 1973 and finally opened its last branch in Kuala Pilah in the state of Negeri Sembilan on 1 June 1999. In a span of 26 years, although most of these campuses started on temporary premises, their establishment has been strategised and well planned. All have now moved on to more permanent sites, except for the Negeri Sembilan campus.



City campuses

City campuses are non-residential campuses that ensure that UiTM's academic and professional training programmes reach out to the residents of local communities. To date, there are altogether 6 city campuses: Mukah campus (Sarawak); Tawau campus (Sabah); Johor Bahru campus (Johor); Raub campus (Pahang); Bukit Sekilau campus (Pahang) and Alor Setar campus (Kedah).

A smart campus of the future

The university's plan for a smart campus in Puncak Alam in the year 2005 epitomises our commitment to becoming a world-class university. It will house the most modern living conditions and the most conducive nurturing environment that will facilitate successful teaching, learning and research activities. It will have the highest quality facilities and services, state-of-art laboratories and technologically enabled classrooms.

Our route to the present

Dewan Latihan RIDA (RIDA Training Centre) (Rural and Industrial Development Authority) **1956-1965**

RIDA Training Centre was the inspiration of Dato' Onn Ja'afar, the founder and former president of United Malays National Organisation (UMNO). The idea was conceived as a result of a study visit of Ceylon's (now Sri Lanka) rural development programme in 1951. A working paper of the visit outlined the establishment of RIDA and its objectives of rebuilding the rural society, as well as improving its economy.

There were two centres under the auspices of the Rural and Industrial Development Authority: Taman Asuhan RIDA (Kuala Lumpur) and Dewan Latehan RIDA (Petaling Jaya). Dewan Latehan RIDA began operations in November 1956 under its first principal, Tuan Syed Alwi bin Syed Sheikh Alhadi. It was officially opened by Dr. Ismail bin Dato' Abdul Rahman, the Minister for Trade and Industry on 14 February 1957.

Dewan Latehan RIDA conducted several external professional courses offered by established international bodies, such as the London Chamber of Commerce, the Australian Chartered Secretaryship, the Australian Society of Accountants and the British Institute of Management.

1956 marks not only the beginning of UiTM, but also the start of many more international collaborative efforts between UiTM and several established foreign universities.

In 1964, Dewan Latehan RIDA held its first convocation and 50 graduates were awarded certificates by Tun Abdul Razak, the then Deputy Prime Minister of Malaysia.

Our route to the present

Maktab MARA (MARA College) **1965-1967**

Dewan Latehan RIDA became known as Maktab MARA or MARA College in June 1965. The name change also meant that the college no longer operated under RIDA and instead became the most important unit of the MARA Training Division.

MARA, which is short for "Majlis Amanah Rakyat" or the Council of Trust for the Indigenous People took over and strengthened the role and responsibilities of RIDA. In 1966, when the British Institute of Management ceased holding external examinations, MARA college began running its own Diploma in Business Studies. International recognition for the course came from Ealing Technical College of London, which also became its external examiner. This linkage with an internationally established institution proved to be the first of many future linkages, a tradition that started in 1956 with Dewan Latehan RIDA and still continues until today in UITM.

Institut Teknologi MARA **(MARA Institute of Technology)** **1967-1999**

MARA College was officially renamed Institut Teknologi MARA on 14 October 1967. Its establishment came as a response to a crucial need in the country for trained manpower in the professional and semi-professional levels, especially among Bumiputeras. This shortage was identified by a manpower survey conducted by the government in collaboration with the United Nations in 1965.

ITM's rapid development during those years came about with the expansion of its educational programmes, which was in line with the requirements of an increasingly demanding job market. Many courses were internationally affiliated and the institute had advanced diploma courses, which were equivalent to a degree.

ITM's development is best seen in three phases that span a period of 32 years in total. The first phase (1967-1976) came with the declaration of the institute as an autonomous body with its own 300-acre campus in Shah Alam and was placed under the Ministry of Rural Development.

The second phase (1976- 1996) saw ITM rapidly harnessing its potentials as an institution of higher learning. It led to the passing of the ITM Act of 1976 that placed the institute directly under the Ministry of Education.

The third phase (1996-1999) came about as a result of an amendment of the 1976 Act that put ITM on a par with all other universities in the country. For functional purposes, ITM was given all the powers of a university but retained its historical name until 26 August 1999. The main areas of change were as follows:

1. The governing body of ITM, the Majlis, was converted into the Board of Directors with a larger private sector representation than before;
2. The Board of Directors was given the power to enact for the institute;
3. A Senate was created;
4. Many principal officers of ITM were re-designated. The Director was renamed Rector, the Pengetua was Provost, while Principal and Senior Lecturers were re-designated as Professors and Associate Professors;
5. Each School was re-designated a Faculty;
6. ITM was given the power to confer degrees up to PhD level;
7. ITM was given the unique power to establish courses and campuses abroad with the permission of the Ministry of Education;
8. The Institut was conferred additional powers to enable it to conduct business, invest in shares, set up companies and indulge in commercial research;
9. Disciplinary powers over staff were transferred from the Minister to the Lembaga;
10. To improve staff accountability, the Institute was given the power to impose a surcharge;
11. The procedural rights of students in disciplinary proceedings were strengthened.



Universiti Teknologi MARA (August 26, 1999)

In August 1999, the then Prime Minister of Malaysia, Dato Seri Dr. Mahathir Mohamad announced the change of name of ITM to Universiti Teknologi MARA (UiTM). With this acknowledgement from the government, a major restructuring exercise was carried out in order to consolidate the university's resources for optimum productivity.

UiTM aspires to be world-class in all its endeavours and forges ahead in a direction that is in tandem with the latest developments in the world. As UiTM moves forward, it remains focused on academic excellence, innovativeness, socio-economic goals, worldwide accreditation, globalisation and new technologies and contributing to industry and national development.

ORCHID CITY OF SHAH ALAM

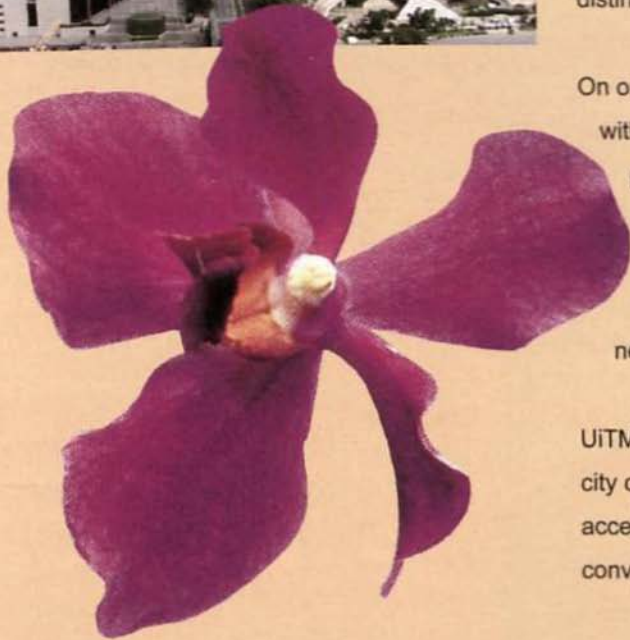


Shah Alam, the capital city of Selangor, has been aptly named an orchid city. It epitomises all things bright and beautiful about its surrounding environment, as well as the variety of different things that you can see and places that you can visit in the city. Like the orchid, Shah Alam is quite a unique place to live in and to experience.

This well-planned satellite city is linked by the Federal Highway directly to Kuala Lumpur, the Kuala Lumpur International Airport (KLIA) and Westport Klang. In fact, the highway divides the city into two quite distinctly different functional areas.

On one side of it, is the more industrially-oriented site with hundreds of heavy and hi-tech factories producing some of the country's best products for local and international consumption. The other side of the highway, on the other hand, caters to the commercial, administrative and cultural necessities of the city.

UiTM is located only about a kilometre away from the city centre, thus ensuring the campus community easy access to the facilities, services and all the conveniences that the city offers.



The main campus is beautifully perched on a 300-acre hillock amid lush greenery that overlooks the city. It is blessed with tranquil surroundings set in a landscape that the local council acknowledged as the best in the state of Selangor for the year 2002. The natural, warm and green atmosphere encircles the endless campus activities.

Another Shah Alam Expressway provides an alternative route between Port Klang and Kuala Lumpur, putting the city in the position of a convenient transit stop for many motorists. Shah Alam residents can also take advantage of the light rail transit system to go to Kuala Lumpur City Centre and Klang.

A lot of thought and planning goes into making Shah Alam beautiful and environmentally pleasing for the resident as well as the visitor. One can easily find



solace in the nearby agricultural park of Bukit Cahaya Sri Alam, where the greenery allows one to cool off after a hard a day's work or even to take short quick breaks in between a long day at work.

Shah Alam also has the largest mosque in Southeast Asia which can accommodate a maximum of 24,000 people at one time. The mosque is the perfect blend of Islamic and Malay architecture and symbolises the supremacy of Islam and the sovereignty of Muslims in Malaysia.





PHILOSOPHY

A belief that every individual has the ability to attain excellence through the transfer of knowledge and the assimilation of moral values so as to become professional graduates capable of developing knowledge, self, society and nation.

VISION

To establish UiTM as a premier university of outstanding scholarship and academic excellence capable of providing leadership to Bumiputera's dynamic involvement in all professional fields of world-class standards in order to produce globally competitive graduates of sound ethical standing.

MISSION

To enhance the knowledge and expertise of Bumiputeras in all fields of study through professional programmes, research work, and community service based on moral values and professional ethics.

OBJECTIVES

To provide maximum opportunities for Bumiputeras to pursue professionally-recognised programmes of study in science, technology, industry, business, arts and humanities.

To provide quality and innovative programmes of study relevant to current market needs and customer demands, and in line with policies of national development.

To establish a human resource development programme as a tool for the assimilation of a value system within the university community.

To ensure that UiTM graduates are adequately prepared to join the local as well as the global workforce.

To establish UiTM as a centre of excellence that is accountable for the effective and efficient management of its human resource, finances and assets in order to achieve its educational objectives, while playing its role as a catalyst in community development.

FACULTY & PROGRAMME



Faculty of Accountancy

PhD in Accounting
Master of Accountancy
The Institute of Chartered Secretaries and
Administrators (ICSA)
Certified Practising Accountants (CPA) Australia
Malaysian Institute of Certified Public Accountants
(MICPA)
Association of Chartered Certified Accountants
(ACCA) (UK)
Chartered Institute of Management Accountants
(CIMA) (UK)
Bachelor of Accountancy (Hons.)
Certified Accounting Technician (CAT)(UK)
Diploma in Accountancy



Address **Faculty of Accountancy**

Section 17 Campus

Universiti Teknologi MARA

40200 Shah Alam

Selangor Darul Ehsan

FACULTY OF ACCOUNTANCY

INTRODUCTION

The Faculty of Accountancy offers study opportunities to those who wish to become qualified accountants. The faculty was established in 1966 with the purpose of developing accountancy programmes at the semi-professional and professional levels. Since then, the faculty has produced more than 20,000 graduates.

PROGRAMMES

- AC 990 PhD in Accounting
- AC 770 Master of Accountancy
- AC 554 The Institute of Chartered Secretaries and Administrators (ICSA)
- AC 553 Certified Practising Accountants (CPA) Australia
- AC 552 Malaysian Institute of Certified Public Accountants (MICPA)
- AC 551 Association of Chartered Certified Accountants (ACCA) (UK)
- AC 550 Chartered Institute of Management Accountants (CIMA) (UK)
- AC 220 Bachelor of Accountancy (Hons.)
- AC 150 Certified Accounting Technician (CAT)(UK)
- AC 110 Diploma in Accountancy

STUDENT INTAKE

June and November - Diploma and Bachelors

July only - Graduate Programme

CAREER OPPORTUNITIES

The Diploma in Accountancy is recognised as a semi-professional qualification. Graduates of this programme may hold positions, such as assistant accountants, assistant assessment officers or audit officers at government departments or agencies. In the private sector, graduates may hold executive positions related to financial management, taxation, accounting and auditing.

Graduates in Bachelor of Accountancy have the opportunity to hold managerial positions in either the public or the private sectors. Graduates can also engage in related private consultancy services.

• PhD IN ACCOUNTING

PROGRAMME STRUCTURE

The duration of the programme is three years for full-time and six years for part-time students.

ENTRY REQUIREMENTS

A Master's degree in Accounting from recognised universities. Candidates will go through an interview and a presentation of proposal.

QUALIFYING EXAMINATION

PhD students are required to undergo an interim assessment in the form of a Qualifying Examination, preferably scheduled no later than 18 months into the programme for full-time students and 24 months for part-time students.

• MASTER OF ACCOUNTANCY (BY RESEARCH)

PROGRAMME STRUCTURE

The duration of the programme is two years for full-time and four years for part-time students. Upon completion, students will be awarded a Master of Accountancy (By Research).

CAREER OPPORTUNITIES

Graduates will be eligible for the posts of lecturers at universities or institutes of higher learning, and researchers or other senior managerial positions. For those interested in becoming consultants, their expertise will be most sought after by the industries.

ENTRY REQUIREMENTS

A good Bachelor in Accountancy Degree (or its equivalent) from recognised universities.

or

Professional Accountancy Qualification.

- **THE INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS (ICSA)**

PROGRAMME STRUCTURE

The Faculty of Accountancy offers this programme to candidates sitting for the Pre-Professional and the Professional Level examinations.

RECOGNITION

All qualified members of the Institute are entitled to describe themselves as Chartered Secretaries and use the designatory initials ACIS or FCIS as appropriate. In Malaysia, the ACIS or FCIS is recognised by the government as equivalent to an Honours Degree from local universities and the Grad ACIS is recognised as equivalent to a General Degree.

ENTRY REQUIREMENTS

Holders of (relevant) degrees in accounting, finance, law and business administration or other degrees from UiTM or other recognised universities with exemptions from the Foundation and Pre-professional Levels

and

Subject to acceptance for registration by the professional body.

- **CERTIFIED PRACTICING ACCOUNTANTS (CPA) AUSTRALIA**

PROGRAMME STRUCTURE

The Faculty of Accountancy offers this programme to candidates who have obtained their degrees in the Bachelor of Accountancy (Hons.) from UiTM only.

RECOGNITION

CPA Australia is a scheduled body of the Malaysian Institute of Accountants (MIA). To apply for MIA membership, one must have completed the professional exam (CPA Programme) and obtained the 3 years approved working experience. Graduates will be eligible to apply for membership with CPA Australia, as an Associate Member.

ENTRY REQUIREMENTS

Bachelor of Accountancy (Hons.) from UiTM

and

Subject to acceptance for admission by the professional body.

- **MALAYSIA INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS (MICPA)**

PROGRAMME STRUCTURE

The Faculty of Accountancy also conducts a programme for candidates taking the MICPA examination at the Professional Examination 2 level.

RECOGNITION

The MICPA qualification is recognised as a professional qualification and graduates are qualified for membership of the Malaysian Institute of Accountants (MIA) after 3 years of approved working experience. Graduates will also be eligible to register as professional members of MICPA.

ENTRY REQUIREMENTS

Bachelor of Accountancy (Hons.) from UiTM

or

A degree in Accountancy, Business, Finance or related fields from other institutions with exemptions from the Foundation and Professional Examination 1

and

Subject to acceptance for registration by the professional body.

- **THE ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS (ACCA)(UK)**

PROGRAMME STRUCTURE

The Faculty of Accountancy offers this programme to candidates sitting for the ACCA examinations at Part Two and Part Three.

RECOGNITION

The ACCA qualification is a professional qualification and graduates are qualified to apply for membership of the Malaysian Institute of Accountants (MIA) after 3 years of approved working experience. Graduates will also be eligible to register as professional members of ACCA (UK).

ENTRY REQUIREMENTS

Diploma in Accountancy with a CGPA of at least 3.00

or

Bachelor of Accountancy (Hons.) with a CGPA of at least 2.50 from UiTM

or

Degree in Accountancy, Business, Finance or related fields from other institutions with exemptions from Part One papers and Paper 2.2 (Business Law)

and

Subject to acceptance for registration by the professional body.

- **THE CHARTERED INSTITUTE OF MANAGEMENT ACCOUNTANTS (CIMA) (UK)**

PROGRAMME STRUCTURE

The Faculty of Accountancy offers this programme to candidates sitting for the examinations at the Intermediate and Final Levels.

RECOGNITION

The CIMA qualification is a professional qualification and graduates are qualified to apply for membership of the Malaysian Institute of Accountants (MIA) after 3 years of approved working experience. Graduates will also be eligible to register as professional members of CIMA (UK).

ENTRY REQUIREMENTS

Diploma in Accountancy with a CGPA of at least 3.00

or

Bachelor of Accountancy (Hons.) from UiTM with a CGPA of at least 2.50

or

Degree in Accountancy, Business, Finance or related fields from other institutions with exemptions from the Foundation Level and Paper 4 (Finance) papers

and

Subject to acceptance for registration by the professional body.

- **BACHELOR OF ACCOUNTANCY (HONS.)**

PROGRAMME STRUCTURE

The Bachelor of Accountancy (Hons.) programme was introduced in 1981. It has been designed with the objective of providing accounting education at professional level to meet the demands of both the public and private sectors. This programme is offered at Shah Alam campus and seven other branches inclusive of Arau (Perlis), Machang (Kelantan), Dungun (Terengganu), Jengka (Pahang), Segamat (Johor), Alor Gajah (Melaka) and Samarahan (Sarawak). The duration of this programme is 4 years (8 semesters) for graduates from STPM/ Matriculation or any equivalent qualification. Students who have completed a Diploma in Accountancy from UiTM will begin the programme at semester 4 after applying exemptions for all subjects in the first three semesters. Other Diploma candidates may also apply for credit transfers if they fulfil UiTM transfer credit requirements.

OPPORTUNITIES FOR FURTHER STUDIES

The Bachelor of Accountancy (Hons.) graduates may further their studies at a higher level such as:

Master of Accountancy or Master of Business Administration in UiTM, local universities or overseas Professional courses such as, the MICPA, CIMA, CPA(Australia) or ICSA with exemptions granted for some subjects.

RECOGNITION

The Bachelor of Accountancy (Hons.) programme is fully recognised by the Government and other related bodies, especially the Malaysian Institute of Accountants (MIA) as a professional qualification. This programme is also recognised as a professional qualification equivalent to the Bachelor of Accountancy (Hons.) from other local and overseas universities.

ENTRY REQUIREMENTS

- Applicants with STPM with a minimum of 3 principals, including General Studies, Matriculation Certificate with a CGPA of at least 2.75, LCCI Diploma or other recognised qualifications.
- Applicants with a Diploma in Accountancy from UiTM or other recognised qualifications from UiTM, with a CGPA of at least 2.75. Candidates with a CGPA of less than 2.75 need to have at least one year relevant working experience.
- Applicants with a diploma from other disciplines/institutions should have a minimum CGPA of at least 2.75.

• **CERTIFIED ACCOUNTING TECHNICIANS (CAT)(UK)**

PROGRAMME STRUCTURE

The Faculty of Accountancy offers this programme to candidates with the objective of training accountancy students at the technician level. This qualification is a combination of study and practical experience designed to build knowledge in accountancy and IT management.

The CAT's programme structure and its examination are under the ambit of The Association of Chartered Certified Accountants (ACCA)(UK).

RECOGNITION

Accountants with CAT qualification may find employment in the commerce, industry or finance at the technician level.

OPPORTUNITIES FOR FURTHER STUDIES

CAT graduates are eligible for automatic transfer to the ACCA professional qualification and are entitled for exemptions from Part 1 of the examination. Students are also eligible to apply for the Bachelor of Accountancy (Hons.), UiTM.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including Mathematics, English and Bahasa Melayu. (Priority is given to candidates with strong credits in Mathematics and English).

• **DIPLOMA IN ACCOUNTANCY**

PROGRAMME STRUCTURE

The Diploma in Accountancy offers a three-year programme with the objective of training accountancy students at the semi-professional level. The programme is currently offered at all UiTM campuses, except Pulau Pinang.

RECOGNITION

The Diploma in Accountancy is recognised as a semi-professional qualification.

OPPORTUNITIES FOR FURTHER STUDIES

The Diploma in Accountancy graduates may further their studies at a higher level, such as in Bachelor of Accountancy (Hons.) in UiTM, local universities or overseas and in professional courses, such as the MICPA, ACCA or CIMA.

ENTRY REQUIREMENTS

SPM or an equivalent and at least five (5) credits including English and Mathematics. (Priority is given to candidates with strong credits in English and Mathematics).

Faculty of Art & Design

MA Art and Design (Art History & Cultural Management)
MA Art and Design (Fine Art & Technology)
MA Art and Design (Visual Communication & New Media)
MA Art and Design (Design Technology)
Post Graduate Diploma in Art Education
Bachelor of Art and Design (Hons.) Graphic
Bachelor of Design (Hons.) Textile
Bachelor of Art and Design (Hons.) Fine Metal
Bachelor of Art and Design (Hons.) Industrial
Bachelor of Art and Design (Hons.) Ceramic
Bachelor of Art and Design (Hons.) Fashion
Bachelor of Photography and Creative Imaging (Hons.)
Bachelor of Art and Design (Hons.) Fine Art
Bachelor of Printing Technology (Hons.)



Address **Faculty of Art and Design**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

Diploma in Art & Design (Graphic Design)
Diploma in Art & Design (Textile Design)
Diploma in Art & Design (Fine Metal Design)
Diploma in Art & Design (Industrial Design)
Diploma in Art & Design (Ceramic Design)
Diploma in Art & Design (Fashion Design)
Diploma in Photography and Creative Imaging
Diploma in Art and Design (Fine Art)
Diploma in Footwear Design and Technology
Diploma in Printing Technology

FACULTY OF ART & DESIGN

INTRODUCTION

The Faculty of Art and Design was established in 1967 with the objective of educating and training Bumiputera students to become professionals who will serve as agents of change in the mainstream of national development.

PROGRAMMES

- AD 771 MA Art and Design (Art History & Cultural Management)
- AD 772 MA Art and Design (Fine Art & Technology)
- AD 773 MA Art and Design (Visual Communication & New Media)
- AD 774 MA Art and Design (Design Technology)
- AD 330 Post Graduate Diploma in Art Education
- AD 221 Bachelor of Art and Design (Hons.) Graphic
- AD 222 Bachelor of Art and Design (Hons.) Textile
- AD 223 Bachelor of Art and Design (Hons.) Fine Metal
- AD 224 Bachelor of Art and Design (Hons.) Industrial
- AD 225 Bachelor of Art and Design (Hons.) Ceramic
- AD 226 Bachelor of Art and Design (Hons.) Fashion
- AD 227 Bachelor of Photography and Creative Imaging (Hons.)
- AD 228 Bachelor of Art and Design (Hons.) Fine Art
- AD 230 Bachelor of Printing Technology (Hons.)

- AD 111 Diploma in Art & Design (Graphic Design)
- AD 112 Diploma in Art & Design (Textile Design)
- AD 113 Diploma in Art & Design (Fine Metal Design)
- AD 114 Diploma in Art & Design (Industrial Design)
- AD 115 Diploma in Art & Design (Ceramic Design)
- AD 116 Diploma in Art & Design (Fashion Design)
- AD 117 Diploma in Photography and Creative Imaging
- AD 118 Diploma in Art and Design (Fine Art)
- AD 119 Diploma in Footwear Design and Technology
- AD 120 Diploma in Printing Technology

STUDENT INTAKE

June and November

CAREER OPPORTUNITIES

Graduates of Diploma in Photography are usually employed by various publishing and advertising agencies as photographers and multimedia designers.

The Bachelor Degree graduates will have a wide choice of careers in the field of art and design, and in industries ranging from designing to managing and consultancy services. Likewise, the graduates of printing technology will have a wide choice of careers in the printing and publishing industries.

• MASTER OF ART AND DESIGN

PROGRAMME STRUCTURE

The programme is conducted full-time and part-time for a period of between 18 and 36 months. Emphasis will be given on approaches to the study of art and design, theory and practice in art and design education, research design and methodology in art and design, individual research or practical projects and modules related to the Malaysian society.

This programme aims at producing more art consultants, researchers, lecturers/teachers and professional entrepreneurs.

ENTRY REQUIREMENTS

Bachelor's Degree (Hons.) in relevant fields from UITM or any institution of higher learning recognised by the Government of Malaysia or other qualifications equivalent to a first degree (in relevant fields) with relevant working experience in a related field recognised by UITM.

- **BACHELOR OF ART AND DESIGN (HONS.)**

- **GRAPHIC**
- **TEXTILE**
- **FINE METAL**
- **INDUSTRIAL**
- **CERAMIC**
- **FASHION**
- **FINE ART**

- **BACHELOR OF PRINTING TECHNOLOGY (HONS.)**

ENTRY REQUIREMENTS FOR ALL 8 BACHELOR PROGRAMMES

STPM with a minimum of three (3) principals including (i) Art at principal C (ii) two other Subjects and (iii) a subsidiary pass in General Studies

and

SPM or equivalent with a credit in Bahasa Melayu, Art and a pass in English
Candidates will have to undergo a drawing and colour blind test in an interview conducted by the Faculty

or

Diploma in Art and Design from UiTM with a CGPA of 2.50 and above.

or

Diploma in Art and Design from other recognised institutions of higher learning with a CGPA of 2.75 and above

or

Graduates with a CGPA of less than 2.50 with a minimum of two (2) years working experience in related areas of discipline

or
General Degree in Art and Design from UiTM with a CGPA of 2.75. Priority is given to applicants with working experience of minimum 1 (one) year.

(Duration of programme 1 - 2 semesters)

and

A pass in MUET

- **BACHELOR OF ART AND DESIGN (HONS.) GRAPHIC**

PROGRAMME STRUCTURE

The growth and development of information technology has had a positive impact on the graphic design industry, particularly in graphic communication. The application and usage of computers are implemented in courses related to graphics i.e. drawing, typography, packaging design, illustration, publication, corporate identity design, advertising design, animation and multimedia.

The purpose of the programme is to produce graduates in specific graphic areas to fulfil the needs of the industry, such as the advertising industry, printing, filming, animation post-production industries, private firms, corporate and government agencies which are now using the computer widely as one of the important tools in producing communication materials via print, electronic and digital media.

- **BACHELOR OF ART AND DESIGN (HONS.) TEXTILE**

PROGRAMME STRUCTURE

This programme offers specialised areas in textile design that cover the main design areas of printed textile, fibre textile and resist textile. Apart from studio projects, students will learn liberal studies subjects, i.e. Textile Technology, Art History, Islamic Studies and English.

The programme aims to train Bumiputeras to be successful and skilful in textile related

industries. Students will be trained to be innovative, independent, competitive and knowledgeable according to the needs of the industry.

CAREER OPPORTUNITIES

Graduates may be employed as marketing officers, art directors, art officers, batik directors, art curators, craft curators, entrepreneurs, batik entrepreneurs, printmaking directors, technologists, consultants, design consultants, art consultants, art promoters, interior designers, display designers and also props or set designers.

- **BACHELOR OF ART AND DESIGN (HONS.) FINE METAL**

PROGRAMME STRUCTURE

The industry related to metal design, jewellery and silverware has grown tremendously in the country. UiTM is the only institution of higher learning in the country that offers this programme.

At the beginning, students will learn and concentrate on the skills required for crafting metal products. As they progress, students will concentrate on research, exploration of design concept and its related problems, costing, design management and entrepreneurship. The programme is aimed at producing designers or craftsmen and entrepreneurs.

CAREER OPPORTUNITIES

Fine Metal graduates are trained to be designers or skilled craftsmen, who are

professional entrepreneurs. They are able to be design consultants, product managers, merchandisers or freelance designers.

Graduates that have undergone Art Teachers Education in UiTM will be teachers, while graduates with MA/MFA and PhD can be lecturers.

- **BACHELOR OF ART AND DESIGN (HONS.) INDUSTRIAL**

PROGRAMME STRUCTURE

Industrial Design emphasises the aesthetic value of goods or household products which are mass-produced. It includes furniture design, vehicle design and product design. The course covers design conceptual basics, technology workshop, manufacturing model, technical drawing and designing concepts, manufacturing and production methods, followed by design projects based on customer and industry needs.

CAREER OPPORTUNITIES

Graduates may be employed as design consultants, design managers, design makers and designers in the marketing and manufacturing sectors.

- **BACHELOR OF ART AND DESIGN (HONS.) CERAMIC**

PROGRAMME STRUCTURE

The ceramic design programme offers broad training and wide exposure to creative

ceramic art, manufacturing and production technology and raw materials technology. It emphasises three specialised areas, i.e. studio ceramics, industrial ceramics and sculptural ceramics.

Studies involve research, design and production. In the production area, students will have hands-on experience in building methods, throwing techniques, plaster moulding methods (industry production methods), glazing, decorating and firing.

CAREER OPPORTUNITIES

Graduates may be employed as artists or sculptors, ceramic entrepreneurs and designers, researchers, kiln officers, quality control officers, production consultants and teachers or lecturers.

- **BACHELOR OF ART AND DESIGN (HONS.) FASHION**

PROGRAMME STRUCTURE

The programme specialises in Fashion Design, CAD/CAM Computerising Design, Clothing Manufacturing Design, Fashion Illustration, Embroidery, Costume History, Production Management, Fashion Business Management and Art History.

The Fashion Department aims to train students to become professional fashion designers who are also skilful in technical areas and management.

CAREER OPPORTUNITIES

Graduates may be employed as fashion

designers, polar designers, researchers, fashion illustrators, quality controllers, promotion officers, managers, sales executives, writers and commentators, costume designers, lecturers, teachers, fashion curators and entrepreneurs.

- **BACHELOR OF ART AND DESIGN (HONS.) FINE ART**

PROGRAMME STRUCTURE

The programme is designed to develop creativity, as well as intellectual, manipulative and organisational skills. It consists of four major areas i.e. Painting, Sculpture, Printmaking and Drawing. Inter-disciplinary subjects are compulsory for the department. Other subjects, such as Entrepreneurship, English, Islamic Religious Studies and Co-curricular activities are also compulsory in order to fulfil UiTM requirements.

CAREER OPPORTUNITIES

Graduates may be employed as full-time painters, printmakers, sculptors, art gallery assistants, engravers, freelance designers, museum conservation assistants, teachers and video editors.

- **BACHELOR OF PRINTING TECHNOLOGY (HONS.)**

PROGRAMME STRUCTURE

The Printing and Packaging Industry has become one of the main contributors of the

Malaysian economy. As a result, job opportunities in technical and management positions are readily available in this industry. This programme emphasises management and administration skills, besides current aspects of printing technology. The printing scope includes commercial printing, packaging, publishing, marketing, distributing and technology development. Students will be exposed to printing processes, computer applications in digital and electronic forms, administration and management, design and photography, and entrepreneurship development.

CAREER OPPORTUNITIES

Graduates in printing technology will be able to seek employment as printing managers, printing sales executives, production executives, print buyers, printing estimators, colour separators, graphic designers and entrepreneurs.

- **BACHELOR OF PHOTOGRAPHY AND CREATIVE IMAGING (HONS.)**

PROGRAMME STRUCTURE

Photography as an art has undergone rapid development in recent years. The structure of this programme ranges from conventional photography media to digital imaging and videography. The course aims to produce skilful and knowledgeable graduates for the job market.

CAREER OPPORTUNITIES

Graduates may be employed as press or advertising photographers, assistant officers

of photography, photo entrepreneurs, film producers, executive photographers, sales executives, photo instructors/tutors, film/video editors and professional film/video cameramen.

ENTRY REQUIREMENTS

STPM with at least three (3) principals, including Art (minimum principal C) and a subsidiary pass in General Studies with a credit in Art.

or

A Diploma in Photography or a related discipline from UiTM, with a CGPA of 2.50

or

Graduates of other recognised institutions of higher learning, with a CGPA of 2.75 and above

or

Graduates with a CGPA of less than 2.50 with a minimum of two (2) years working experience in related areas of discipline

or

UiTM Diploma in Art and Design graduates and graduates of other institutions of higher learning. Credit transfers will be determined by the faculty.

or

UiTM General Degree in Art and Design graduates who intend to further their studies at honours degree level. Candidates are required to fulfil a minimum number of additional credit hours determined by the faculty or department concerned.

- **DIPLOMA IN ART AND DESIGN**

- **GRAPHIC**
- **TEXTILE**
- **FINE METAL**
- **INDUSTRIAL**
- **CERAMIC**
- **FASHION**
- **CREATIVE IMAGING**
- **FINE ART**

- **DIPLOMA IN FOOTWEAR DESIGN AND TECHNOLOGY**

- **DIPLOMA IN PRINTING TECHNOLOGY**

ENTRY REQUIREMENTS FOR ALL 10 DIPLOMA PROGRAMMES (COURSE DURATION : 3 YEARS)

SPM or equivalent in five (5) credits, including Bahasa Melayu, Art and three (3) other subjects and a pass in English.

or

SPM or equivalent in four (4) credits, with working experience of at least 2 years in a related field. Preference will be given to students with credits in Art and Bahasa Melayu.

with

A pass in a drawing and a colour blind test.

- **DIPLOMA IN ART AND DESIGN (GRAPHIC)**

PROGRAMME STRUCTURE

This programme covers the many facets of Graphic Design and Communications today. The entire course will concentrate on the creative and technical approach of producing designs that communicate effectively without neglecting the facts and theories of Art and Design and Communications. The overall teaching and learning method will be based on computer usage.

CAREER OPPORTUNITIES

Art directors, advertising designers, graphic designers, illustrators, animators, marketing officers, computer graphic officers and producers.

• **DIPLOMA IN ART AND DESIGN (TEXTILE)**

PROGRAMME STRUCTURE

The Diploma in Art and Design (Textile Design) is spread over 3 years. During the course, students are geared to skill training in fibre, printing and resist textiles with exposure in Liberal Studies and Computer Application.

CAREER OPPORTUNITIES

Marketing officers, art directors, art officers, batik directors, art curators, craft curators, entrepreneurs, batik entrepreneurs, printmaking directors, technologists, consultants, design consultants, art consultants, art promoters, interior designers, display designers, props/set designers.

• **DIPLOMA IN ART AND DESIGN (FINE METAL)**

PROGRAMME STRUCTURE

This programme comprises two specialised fields: Jewellery and Silverware. After three years, students will be awarded a Diploma. The first year is a foundation course and the next two years will concentrate on the skills needed to handle metal products.

CAREER OPPORTUNITIES

Graduates are able to work either in the private sector or open up their own businesses. Fine Metal graduates are trained to be designers / skilful craftsment who are

professional entrepreneurs. They are able to be design consultants, product managers, merchandisers or freelance designers.

Graduates that have undergone Art Teachers Education in UiTM will be teachers. While graduates with MA/MFA and PhD can be lecturers.

• **DIPLOMA IN ART AND DESIGN (INDUSTRIAL)**

PROGRAMME STRUCTURE

Industrial Design emphasises the aesthetic value of goods/household products, which are mass produced. It includes product design, transport design and furniture design. The course covers design conceptual basics, workshop technology, scale modelling, engineering drawing and designing concepts, production and manufacturing methods, followed by designing projects based on consumer and industrial needs.

CAREER OPPORTUNITIES

Design consultants, design managers, design makers, design marketing and manufacturing consultants.

• **DIPLOMA IN ART AND DESIGN (CERAMIC)**

PROGRAMME STRUCTURE

This programme consists of basic ceramic design courses that includes internal training. It focuses on the wide experience of creative

ceramic, industrial ceramic and raw material technology. There are three main fields in this programme - studio ceramic, sculptural ceramic and industrial ceramic. It also emphasises the use of computer as a tool in designing. The study will focus more on design and aesthetic creation and production. In product making, students will be encouraged to explore and analyse design methods and certain design techniques.

CAREER OPPORTUNITIES

Graduates may be employed as artists or sculptors, ceramic entrepreneurs and designers, researchers, kiln officers, quality control officers, production consultants and teachers or lecturers.

• **DIPLOMA IN ART AND DESIGN (FASHION)**

PROGRAMME STRUCTURE

The programme offers three years of basic skill in a Diploma Course and a two-year advanced course which leads to an honours degree.

The Diploma level focuses on Art Foundation courses in Art, like Design and Pattern Construction, History of Costumes, Computer Aided Design Manufacturing, Production Management and Liberal Studies. The Diploma holders are able to work in Apparel Industries, Fashion Houses or start their own businesses. The Honours Degree course which is at the advanced level concentrates on research and semi-design interpretation on design management and entrepreneurial skills.

CAREER OPPORTUNITIES

Graduates may be employed as fashion designers, polar designers, researchers, fashion illustrators, quality controllers, promotion officers, managers, sales executives, writers and commentators, costume designers, lecturers, teachers, fashion curators and entrepreneurs.

- **DIPLOMA IN PHOTOGRAPHY AND CREATIVE IMAGING**

PROGRAMME STRUCTURE

Photography as an art has undergone rapid development in recent years. The structure of this programme ranges from conventional photography media to digital and videography. The course aims to produce skilful and knowledgeable graduates for the job market.

CAREER OPPORTUNITIES

Graduates may be employed as press or advertising photographers, assistant officers of photography, photo entrepreneurs, film producers, executive photographers, sales executives, photo instructors / tutors, film / video editors and professional film / video cameramen.

- **DIPLOMA IN ART AND DESIGN (FINE ART)**

PROGRAMME STRUCTURE

This programme is designed to develop creativity, as well as intellectual, manipulative

and organisational skills. It consists of four major areas i.e. Painting, Sculpture, Printmaking and Drawing. Inter-disciplinary subjects are compulsory for the department. Other subjects, such as Entrepreneurship, English, Islamic Religious Studies and Co-Curricular activities are also compulsory to fulfil UiTM's requirements.

CAREER OPPORTUNITIES

Graduates may be employed as full-time painters, printmakers, sculptors, art gallery assistants, engravers, freelance designers, museum conservation assistants, teachers and video editors.

- **DIPLOMA IN FOOTWEAR DESIGN AND TECHNOLOGY**

PROGRAMME STRUCTURE

The Footwear Design and Technology programme was introduced in January 2001. The structure of this programme includes Designing a Footwear, Pattern Cutting, Shoe Making, Footwear Illustration, Footwear Construction, Material and Quality Testing and Computer Aided Design.

This programme aims to produce skilful and knowledgeable graduates for the job market, especially for the footwear industry.

CAREER OPPORTUNITIES

Graduates can work as merchandisers, managers, line leaders, supervisors, designers, entrepreneurs in footwear and fashion business.

- **DIPLOMA IN PRINTING TECHNOLOGY**

PROGRAMME STRUCTURE

The Printing and Packaging Industry has become one of the main contributors to Malaysian economy. As a result, job opportunities in technical and management positions will be available in this industry. This programme emphasises management and administration skills, besides current aspects of printing technology. The printing scope includes commercial printing, packaging, publishing, marketing, distributing and technology development.

CAREER OPPORTUNITIES

Graduates in printing technology will be able to seek employment as printing managers, printing sales executives, production executives, print buyers, printing estimators, colour separators, graphic designers and entrepreneurs.

Faculty of Law

PhD In Law (By Research)

Master In Law (By Research)

AL 222 Bachelor of Law (Hons.)

AL 213 Bachelor of Legal Studies (Hons.)

PI 005 Pre-Degree in Law



Address **Faculty of Law**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF LAW

INTRODUCTION

The Faculty of Law offers academic programmes that strike a balance between the students' intellectual development and the needs of their intended profession, both in the public and the private sectors.

PROGRAMMES

	PhD In Law (By Research)
	Master In Law (By Research)
AL 222	Bachelor of Law (Hons.)
AL 213	Bachelor of Legal Studies (Hons.)
PI 005	Pre-Degree in Law

STUDENT INTAKE

June and November.

CAREER OPPORTUNITIES

Graduates may be able to seek career opportunities in the public and the private sectors as administrative assistants, officers in government departments, statutory bodies and local governments, and also management executives in firms, companies and banks. Alternatively, graduates can choose to become professionals in their own right i.e. company secretaries, advocates and solicitors.

• BACHELOR OF LAW (HONS.)

PROGRAMME STRUCTURE

This is a one-year professional legal training programme that incorporates elements of simulated and experiential learning into its curriculum. It prepares students with the necessary legal skills to enable them to perform their tasks in the legal profession.

RECOGNITION

Bachelor of Law (Hons.) is recognised by the Malaysian Qualifying Board and the Public Services Department.

CAREER OPPORTUNITIES

Graduates are eligible to join the private legal practice as advocates and solicitors. Appointments are also available in the judicial and legal services as magistrates, deputy public prosecutors, legal officers, administrative officers and diplomatic officers.

ENTRY REQUIREMENTS

Bachelor of Laws (LL.B.) or Bachelor of Legal Studies (Hons.) (B.L.S.) from UiTM and entry qualifications set by the Faculty's Enrolment Committee.

• BACHELOR OF LEGAL STUDIES (HONS.)(B.L.S.)

PROGRAMME STRUCTURE

This is a three-year academic law programme.

RECOGNITION

The programme is approved by the Ministry of Education and recognition from the Public Services Department is pending.

CAREER OPPORTUNITIES

Graduates may hold positions as legal assistants, administrative officers or court officers in government departments and judicial services, or can be employed as executive officers and legal executives in the corporate and banking sectors.

ENTRY REQUIREMENTS

STPM / GCE or 'A' Levels with at least three (3) strong principals (Art will not be considered)

and

SPM with at least five (5) credits, including English, Mathematics and Bahasa Melayu (Art will not be considered)

or

Diploma from UiTM with a CGPA of at least 2.50

or

Pre-Degree in Law from UiTM

• PRE-DEGREE IN LAW

PROGRAMME STRUCTURE

This is a three-semester programme designed to prepare students to pursue studies in Bachelor of Legal Studies (Hons.). The curriculum aims to provide the necessary background knowledge before embarking on the law degree programme.

RECOGNITION

The programme is recognised by UITM for the purpose of entry into a degree programme.

OPPORTUNITIES FOR FURTHER STUDIES

Students will be eligible to enrol into the Bachelor of Legal Studies (Hons.) upon completion of the programme.

CAREER OPPORTUNITIES

This is not a terminating programme. Students need to pursue studies at a higher level for purposes of obtaining a qualification for a job appointment.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including English (minimum C3) Mathematics (minimum C6) and Bahasa Melayu.

Faculty of Administrative Science and Policy Studies

PhD (By Research)
Master (By Research)
Bachelor of Corporate Administration (Hons.)
Bachelor of Administrative Science (Hons.)
Diploma in Public Administration



Address **Faculty of Administrative Science and Policy Studies**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF ADMINISTRATIVE SCIENCE AND POLICY STUDIES

INTRODUCTION

The Faculty of Administrative Science and Policy Studies was officially established on 14 January 2003.

PROGRAMMES

	PhD (By Research)
	Master (By Research)
AL 225	Bachelor of Corporate Administration (Hons.)
AL 228	Bachelor of Administrative Science (Hons.)
AL 110	Diploma in Public Administration

STUDENT INTAKE

June and November.

CAREER OPPORTUNITIES

Graduates may be able to seek career opportunities in the public and the private sectors as administrative assistants, officers in government departments, statutory bodies and local governments, and also management executives in firms, companies and banks. Alternatively, graduates can choose to become professionals in their own right, for example, a company secretary.

• BACHELOR OF CORPORATE ADMINISTRATION (HONS.)

PROGRAMME STRUCTURE

This is a three-year programme designed to train students to become professional company secretaries. The programme is interdisciplinary in nature and involves the fields of management, administration, law, finance and information systems.

CAREER OPPORTUNITIES

Graduates may become company secretaries, compliance officers, management executives, finance and legal executives. Graduates can pursue higher degrees in business, economics and corporate administration.

RECOGNITION

This programme is recognised by the Public Services Department as an honours degree for appointment in the civil service. Graduates are qualified to apply for a license from the Registrar of Companies to work as company secretaries. They are also eligible for automatic licensing upon being accepted as a member of the Malaysian Association of Company Secretaries (MACS). Graduates of Bachelor of Corporate Administration (Hons.) - from the Company Secretarial major - will be granted full exemptions by MACS upon application, if they fulfil all the required conditions.

ENTRY REQUIREMENTS

Diploma in Public Administration, Business Studies, Accountancy, Banking from UiTM and other related disciplines from UiTM with a CGPA of at least 2.50. (Preference will be given to candidates with relevant working experience)

or

STPM / GCE, 'A' Levels or its equivalent with at least three (3) principals, including General Paper

or

SPM with a credit in Bahasa Melayu, English and Mathematics or Principles of Accounts or Commerce or Economics.

• BACHELOR OF ADMINISTRATIVE SCIENCE (HONS.)

PROGRAMME STRUCTURE

This is a three-year programme that prepares graduates for employment in the public and the private sectors. The programme has a creative and unique blend of knowledge and skills needed to thrive in these sectors. With a multidisciplinary focus, administration bias and global orientation, the programme provides students with a healthy mix of knowledge base that is a 'sine qua non' for employment in the new millennium.

RECOGNITION

The programme is approved by the Ministry of Education and recognition from the Public Services Department is pending.

CAREER OPPORTUNITIES

Graduates of this programme may be employed in the government services as administrative officers and enforcement officers. Besides that, they may also be employed as human resource officers, management trainees and a host of other managerial positions.

ENTRY REQUIREMENTS

STPM with at least 3 principals, including General Paper and a credit in English and Mathematics or Economics or Principles of Accounts in SPM

or

Diploma from any local public universities or accredited private colleges with a CGPA of 2.50 and above (appropriate exemptions can be considered)

and

MUET - Band 3

• DIPLOMA IN PUBLIC ADMINISTRATION

PROGRAMME STRUCTURE

This is a three-year programme designed to train students for a career in the public and private sectors.

CAREER OPPORTUNITIES

Graduates can join the civil service as category B executives or seek positions in the private sector. They may hold posts in public agencies, banking, administration, personnel, public relations, etc. They may also pursue a further degree in business, administration, economics and law.

RECOGNITION

The programme is recognised by the Public Services Department for public sector employment. Graduates are also given exemptions / credit transfers for entry into local and foreign universities.

ENTRY REQUIREMENTS

SPM with five (5) credits including, English, Bahasa Melayu and Mathematics or completed a Pre-Commerce Programme conducted by UiTM.

Faculty of Architecture, Planning and Surveying

PhD in Built Environment
Master of Science in Built Environment
(By Research)
Master of Science in Facilities Management
Master of Science in Integrated Construction
Project Management
Bachelor of Surveying Science and Geomatics
(Hons.)
Bachelor of Town and Regional Planning (Hons.)
Bachelor of Architecture (Hons.)
Bachelor of Quantity Surveying (Hons.)
Bachelor of Estate Management (Hons.)
Bachelor of Construction Management (Hons.)
Bachelor of Interior Architecture (Hons.)
Bachelor of Landscape Architecture (Hons.)
Bachelor of Building Surveying (Hons.)
Bachelor of Parks and Amenity Management (Hons.)



Address **Faculty of Architecture, Planning and Surveying**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

Diploma in Town and Regional Planning
Diploma in Architecture
Diploma in Quantity Surveying
Diploma in Estate Management
Diploma in Building
Diploma in Interior Design
Diploma in Landscape Architecture
Diploma in Building Surveying
Diploma in Geomatics Science
Diploma in Geomatics Science (Geographical
Information System)
Diploma in Geomatics Science (Natural Resource)
Certificate in Town and Regional Planning

Tel. No : **+603 5544 4236** Fax No : **+603 5544 4353**

FACULTY OF ARCHITECTURE, PLANNING AND SURVEYING

INTRODUCTION

The Faculty of Architecture, Planning and Surveying started in 1967 as the School of Applied Arts. In 1971 the name was changed to the School of Art and Architecture. It is now known as the Faculty of Architecture, Planning and Surveying.

The faculty's curriculum offers a broad range of study in architecture, interior architecture, landscape architecture, building surveying, town and regional planning, estate management, building, construction and project management, quantity surveying, geomatics science and parks management.

PROGRAMMES

- AP 990 PhD in Built Environment
- AP 780 Master of Science in Built Environment (By Research)
- AP 779 Master of Science in Facilities Management
- AP 776 Master of Science in Integrated Construction Project Management
- AP 220 Bachelor of Surveying Science and Geomatics (Hons.)
- AP 221 Bachelor of Town and Regional Planning (Hons.)
- AP 223 Bachelor of Architecture (Hons.)
- AP 224 Bachelor of Quantity Surveying (Hons.)
- AP 225 Bachelor of Estate Management (Hons.)
- AP 226 Bachelor of Construction Management (Hons.)
- AP 227 Bachelor of Interior Architecture (Hons.)
- AP 228 Bachelor of Landscape Architecture (Hons.)

- AP 229 Bachelor of Building Surveying (Hons.)
- AP 230 Bachelor of Parks and Amenity Management (Hons.)
- AP 111 Diploma in Town and Regional Planning
- AP 113 Diploma in Architecture
- AP 114 Diploma in Quantity Surveying
- AP 115 Diploma in Estate Management
- AP 116 Diploma in Building
- AP 117 Diploma in Interior Design
- AP 118 Diploma in Landscape Architecture
- AP 119 Diploma in Building Surveying
- AP 120 Diploma in Geomatics Science
- AP 121 Diploma in Geomatics Science (Geographical Information System)
- AP 122 Diploma in Geomatics Science (Natural Resource)
- AP 009 Certificate in Town and Regional Planning

CAREER OPPORTUNITIES

Graduates are qualified to work in the public and private sectors.

STUDENT INTAKE

June and November.

• PhD IN BUILT ENVIRONMENT

PROGRAMME STRUCTURE

Full-time candidates have a choice of completing the programme within a minimum of two years or a maximum of four years. For part-time candidates, the programme may be completed within a minimum of three years or a maximum of six years.

ENTRY REQUIREMENTS

In order to be eligible for admission into the programme, candidates must possess the following qualifications:

A Masters degree in a relevant field from UiTM or any institution of higher learning recognised by the Government of Malaysia;

Other qualifications equivalent to a Master's degree in a relevant field with relevant experience in a related field recognised by the Senate of UiTM.

A candidate applying for admission is required to submit a research proposal in one area of study.

AREAS OF SPECIALISATION

Architectural Studies, Project Management, Construction Management, Estate Management, Production Management in Building Construction, Construction Technology, Building and Environmental Science, Town and Country Planning, Interior Architecture, Building Economics and Quantity Surveying, Facilities Management, Information Technology in Construction Industry, Landscape Architecture and Management, Land Surveying, Geomatic Science and other areas in Built Environment as approved by the faculty.

• **MASTER OF SCIENCE IN BUILT ENVIRONMENT (BY RESEARCH)**

PROGRAMME STRUCTURE

Full-time candidates have a choice of completing the programme within a minimum of one year or a maximum of three years. For part-time candidates, the programme may be completed within a minimum of one and half years or a maximum of five years.

ENTRY REQUIREMENTS

In order to be eligible for admission into the programme, candidates must possess the following qualifications:

An honours degree in a relevant field (built environment related discipline) from UITM or any institution of higher learning recognised by the Government of Malaysia

or

Other qualifications equivalent to an honours degree (in a relevant field), with relevant experience in a related field, recognised by the Senate of UITM.

and

A candidate applying for admission is required to submit a research proposal in one area of study.

AREAS OF SPECIALISATION

Architectural Studies, Landscape Architecture and Management, Interior Architecture, Construction Management, Estate Management, Project Management, Production Management in Building Construction, Construction Technology, Building and Environmental Science, Town and Regional Planning, Building Economics and Quantity Surveying, Building Surveying, Land Surveying, Geomatic Science, Facilities Management, Information and Communication Technology in Construction Industry, and other areas in Built Environment as approved by the faculty.

• **MASTER OF SCIENCE IN FACILITIES MANAGEMENT**

PROGRAMME STRUCTURE

The programme aims to produce effective facilities managers through an integrated curriculum, which provides candidates with necessary theoretical and practical knowledge.

ENTRY REQUIREMENTS

An honours degree from any field with a minimum of 2 years working experience in a field related to Facilities Management.

Preference will be given to candidates with a degree in construction and engineering.

Candidates have to attend an interview. All candidates are accepted at the discretion of the Course Admission Panel.

COURSES OFFERED

Facilities Management Framework and Research Methodology
Information and Communication Technology
Human Resource Management and Organisational Behaviour
Financial and Value Management
Strategic and Risk Management
Facilities Planning and Management of the Building Fabric
Services and Environmental Management
Computer Aided Facilities Management and System
Integrated Simulation Facilities Management Project
Dissertation

GRADUATION REQUIREMENTS

Candidates have to complete 37 credits and pass all exams with at least a B grade.

• **MASTER OF SCIENCE IN INTEGRATED CONSTRUCTION PROJECT MANAGEMENT**

PROGRAMME STRUCTURE

This is a one-year academic programme for full-time candidates and a two-year programme for part-time candidates. Full-time candidates have a choice of completing the programme within a minimum of one year or a maximum of three years. For part-time candidates, the programme may be completed within a minimum of one and a half years or a maximum of five years.

ENTRY REQUIREMENTS

An honours degree in Built Environment or a relevant field from UITM, or any institution of higher learning recognised by the Government of Malaysia; with working experience in a related field

or

Other qualifications equivalent to an honours degree in a relevant field with experience in a related field, recognised by the Senate of UITM

or

Other qualifications in disciplines not related to construction, but with relevant working experience in construction, may also be considered.

COURSES OFFERED

Design Process and Contract Management
Integrated Simulation Project 1
Integrated Simulation Project 2
Integrated Simulation Project 3
Risk and Financial Management
Integrated Information Technology in Construction Industry 1
Integrated Information Technology in Construction Industry 2
Evaluation of Construction in the International Market
Human Resource Management

Corporate Strategic Management and Organisational Behaviour in the Construction Industry
Management of Property and the Environment
Dissertation

Mode & Duration Master's Degree

Full-time: 1 - 3 years

Part time: 1½ - 5 years

• **BACHELOR OF SURVEYING SCIENCE AND GEOMATICS (HONS.)**

PROGRAMME STRUCTURE

This programme is designed to provide an understanding of various scientific and dynamic techniques of surveying and mapping of the earth (land, aerospace and sea) through the use of very sophisticated and advanced technological instruments. The emphasis of this programme is on developing personnel who are competent and skilled in the acquisition of field data for the purpose of managing and administering land matters. Students can also choose to specialise in the management of earth resources using remote sensing technology or information technology based on geographically referenced data.

CAREER OPPORTUNITIES

The Surveying and Geomatics profession offers careers that are interesting, exciting and challenging and graduates of the Bachelor of Geomatics Science may become land surveyors, site engineers or managers, land administrators in the public or private sectors.

Potential employers may include the Department of Mapping and Surveying Malaysia, the Ministry of Defence, construction companies, licensed land surveying firms, local councils, Development and Property Division of State Economic Planning Unit, and any institution of higher learning. A wider range of job opportunities also exists especially in Information Technology based bodies.

ACCREDITATION

The programme is recognised by the Public Services Department and professional bodies such as the institution of Surveyors, and Board of Surveyor's Malaysia.

ENTRY REQUIREMENTS

STPM or its equivalent with the following requirements:

Three (3) Principal E in the following subjects:

General Paper, Mathematics, Physics, Chemistry, Biology, Economics, History, Geography and Drawing

and

SPM with credits in Mathematics and at least a pass in Bahasa Melayu and English

or

Matriculation Certificate of the Ministry of Education, Malaysia (BMKPM) with a CGPA of at least 2.50
or

Diploma in Geomatic Science or Diploma in Engineering (UiTM) or its equivalent with a CGPA of at least 2.50
or

Geomatic Science or Engineering Diploma from UiTM or its equivalent with a minimum CGPA of 2.30 and at least one year relevant working experience

and **Candidates are required to submit their MUET result with their applications**

• **BACHELOR OF TOWN AND REGIONAL PLANNING**

PROGRAMME STRUCTURE

This is a two-year professional programme for diploma students. Those with STPM / Matriculation are to complete the programme in four years. It is a comprehensive programme which incorporates various aspects of planning, with emphasis on process, analysis and detailed understanding of theories and concepts applied in town and regional planning.

ACCREDITATION

The programme is recognised by the Malaysian Institute of Planners, the Malaysian Board of Town Planners and the Public Services Department.

CAREER OPPORTUNITIES

Graduates of the programme are qualified for employment in town planning, property development, architecture and the construction industry in the public and private sectors.

ENTRY REQUIREMENTS

Diploma in Town and Regional Planning from UiTM or UTM with a CGPA of at least 2.50 (period of study : 2 years)

or

Diploma in Town and Regional Planning from UiTM or UTM or other recognised institutions of higher learning with a minimum of one (1) year working experience in a relevant field (period of study : 2 years)

or

Diploma from other programmes recognised by the government (period of study : 4 years)

or

STPM or equivalent with a minimum of three (3)

CAREER OPPORTUNITIES

principals, including General Paper or Economics and two (2) of the following subjects: Mathematics, Physics, Chemistry, Biology, History, Usuluddin, Geography, Accountancy and Visual Arts or related subjects (period of study : 4 years)

and
 Matriculation Certificate of the Ministry of Education, Malaysia (BMKMPM) with a CGPA of at least 2.50 (period of study : 4 years)

Candidates are required to submit their MUET result with their application

Candidates are required to sit for a drawing test and a colour blind test during the interview conducted by the faculty.

• **BACHELOR OF ARCHITECTURE (HONS.)**

PROGRAMME STRUCTURE

This is a two-year programme for full-time candidates who come in with a Diploma in Architecture.

ACCREDITATION

The programme is accredited by the Board of Architects Malaysia (LAM) and the Malaysian Institute of Architects with exemptions from LAM/PAM Part II.

CAREER OPPORTUNITIES

Graduates of the programme have the option of working in the public or the private sectors. Graduates may work with government departments, architectural firms, builders, developers and other consultants and consortiums involved in building development and construction.

ENTRY REQUIREMENTS

Diploma in Architecture from UiTM with a CGPA of at least 2.50 and a GPA of 2.67 in Semester 08 Design (ARC 475)

or

Diploma in Architecture from UiTM, with a minimum of one (1) year relevant working experience

or

Diploma/Degree in Architectural studies from other recognised institutions of higher learning, with exemptions from LAM/PAM Part 1 and one (1) year relevant working experience

or

Diploma/Degree in Architectural studies from other recognised institutions of higher learning, without exemptions from LAM/PAM Part 1
 Candidates in this category are required to register for the fourth year (semester 07) Diploma in Architecture UiTM and have achieved a CGPA of at least 2.50 and a GPA of 2.67 in Semester 07 (ARC 425) and 08 (ARC 475) Design.

and

Candidates are required to submit their MUET result with their application

All candidates must satisfactorily pass the interview and portfolio review.

• **BACHELOR OF QUANTITY SURVEYING (HONS.)**

PROGRAMME STRUCTURE

This is a two-year full-time programme for candidates with a Diploma in Quantity Surveying, while those with STPM/Matriculation are to complete the programme in three (3) years.

There is also a three and a half (3 1/2) year part-time programme for candidates with a Diploma in Quantity Surveying, or equivalent with relevant experience.

ACCREDITATION

The Bachelor of Quantity Surveying is jointly accredited by The Board of Quantity Surveyors, Malaysia and the Institute of Surveyors, Malaysia. It is also recognised by the Public Works Department.

CAREER OPPORTUNITIES

Graduates of this programme have the option of serving the public or the private sectors as quantity survey consultants, contractors and developers in construction work. Graduates can offer advice and services on feasibility studies, cost planning, contract administration, construction economics, and construction and project management.

ENTRY REQUIREMENTS

Full-time programme

STPM or its equivalent with a minimum of four (4) passes, including General Paper and three (3) of the following subjects: Mathematics, Physics, Chemistry, Biology, Economics, History, Geography and Drawing

and

SPM with a credit in Mathematics, Science, Physics, Chemistry, Geography, History, English and a pass in Bahasa Melayu

or

Matriculation Certificate of the Ministry of Education, Malaysia (BMKPM) with a CGPA of at least 2.50.

and

Candidates are required to submit their MUET result with their application .

Full-time programme (entry to 2nd year)

Diploma in Quantity Surveying from UiTM with a CGPA of at least 2.75

or

Diploma in Quantity Surveying from UiTM with a minimum CGPA of 2.50 or its equivalent with a minimum of one (1) year relevant working experience

or

Diploma in Building or in related fields from UiTM or other recognised institutions of higher learning with a minimum of 2.50 CGPA and with at least two (2) years relevant working experience.

Part-time programme

Diploma in Quantity Surveying from UiTM with a

• **BACHELOR OF PARKS AND AMENITY MANAGEMENT (HONS.)**

PROGRAMME STRUCTURE

This is a three-year full-time programme completed over a duration of six semesters.

CAREER OPPORTUNITIES

Graduates may be employed in public or private agencies as parks, recreation or amenity managers. Examples of employers that require a professional parks manager include city halls, municipal councils, federal parks and landscape agencies, state park corporations, park boards, theme parks, golf courses, housing developers, travel and tour agencies, resorts, and other closely related industries.

ENDORSEMENT

This programme is endorsed and supported by Dewan Bandaraya Kuala Lumpur, Majlis Perbandaran Petaling Jaya, Majlis Perbandaran Kuantan, Institute of Leisure and Amenity Management (United Kingdom), and the Institute of Landscape Architects Malaysia.

ENTRY REQUIREMENTS

Diploma from the Faculty of Architecture, Planning and Surveying or from other faculties or from other recognised institutions approved by the Senate with a CGPA of 2.70 and above

or

Diploma with a CGPA of 2.50 and at least one year working experience in a related field

and

Fulfilled other conditions set by the Faculty and the University.

or

STPM with pass in SPM with credits in at least

four (4) subjects.

Pass with credits in Bahasa Melayu in SPM
Pass STPM in one sitting with at least a principal E in General Paper and a principal E in two (2) other subjects

and

Pass MUET

• **DIPLOMA OF TOWN AND REGIONAL PLANNING**

PROGRAMME STRUCTURE

This three year programme requires students to undergo two (2) months of practical training. The curriculum is structured into four (4) major components, which are planning background, planning theories, planning layout and quantitative analysis.

ACCREDITATION

This programme is recognised by The Malaysian Institute of Planners and The Malaysian Public Services Department

CAREER OPPORTUNITIES

Graduates have the opportunity to work as technical assistants in private agencies and as assistant town planning officers in the public sector.

ENTRY REQUIREMENTS

Meet university entry requirements

and

Credits in Bahasa Melayu, Mathematics and three other subjects

and

Pass in English

or

Certificate of Town and Regional Planning, from UiTM or a Polytechnic or its equivalent with a minimum CGPA of 2.50

or

Pre-Science (PD008), UiTM with a minimum CGPA of 3.0

Candidates must pass the drawing and colour-blind test in an interview conducted by the Faculty.

• **DIPLOMA IN ARCHITECTURE**

PROGRAMME STRUCTURE

This programme offers full-time studies for a period of four (4) years with compulsory practical training of one semester in an architectural practice. The programme content is divided into five groups, which includes architectural design, building technology, history and social science, architectural communication and practice.

The scientific and technological bias of the training is devised in such a way as to equip students with the appropriate skills to assume responsibility in their jobs. The training also provides students with the opportunity to acquire business skills and leadership ability.

ACCREDITATION

The programme is accredited by the Board of Architects Malaysia (LAM), the Malaysian Institute of Architects (PAM), with exemptions from LAM/PAM Part 1, and the Malaysian Public Services Department.

CAREER OPPORTUNITIES

Graduates of the programme have the opportunity to serve the public or private sectors. Graduates may work as an architect's technical assistant or the equivalent in government departments,

architectural firms, contractors, developers and other consultants and consortiums involved in the building development and construction sectors.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including:
 Mathematics or Additional Mathematics or Modern Mathematics
 Science or Physics or Chemistry or Biology or Pure Science or Additional Science
 Geography or History or Commerce or Principle of Accounts
 Islamic Studies (or related) or Arts Education (or related) or a Technical subject (or related) or Technical Drawing (or related)
 Bahasa Melayu

and

Pass in English
 Priority will be given to candidates with a credit in English and Arts

Polytechnic or Institut Kemahiran MARA with a minimum CGPA 2.75 and pass in English at SPM

Pass in the UiTM pre-science programme (PD 008) fulfilling UiTM's entry requirements.

Candidates are required to attend an interview and pass an art and a colour blind test conducted by the Faculty.

• DIPLOMA IN QUANTITY SURVEYING

PROGRAMME STRUCTURE

The duration of the programme is three (3) years of full-time study, including industrial placement for one semester.

ACCREDITATION

The programme is jointly accredited by the Board of Quantity Surveyors Malaysia and the Institution of Surveyors Malaysia. The Diploma in Quantity Surveying is recognised by the Malaysian Public Services Department.

CAREER OPPORTUNITIES

Graduates of this programme have the opportunity to serve the public or the private sectors as assistant quantity surveyors.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including:
 Mathematics
 Science or Physics or Chemistry
 Bahasa Melayu

and

Pass in English

or

Certificate in Quantity Surveying from a polytechnic or equivalent

or

Pass in the Pre-Science programme (PD008) in accordance with UiTM's qualification requirements

• DIPLOMA IN ESTATE MANAGEMENT

PROGRAMME STRUCTURE

This three-year programme covers areas, such as valuation, estate agency, building technology, economics, property law, town planning, land surveying and property management.

ACCREDITATION

This programme is recognised by the Board of Valuers, Appraisers and Estate Agents and the Public Services Department of Malaysia.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work as assistant property managers or valuation assistants in the public or private sectors.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in five (5) subjects, including:

Mathematics or Additional Mathematics
 Science or Physics or Chemistry
 Bahasa Melayu
 English
 Geography or History

or

Polytechnic Certificate / IKM Certificate or equivalent

or

Pass in Pre-Science Programme (PD008) UiTM with specified results determined by the programme.

• DIPLOMA IN BUILDING

PROGRAMME STRUCTURE

This three (3) year programme includes a six-month practical training. The programme aims to produce semi-professionals with sound knowledge of various aspects of building construction, namely construction technology, financing, planning and the management of building construction.

ACCREDITATION

The programme is recognised by the Chartered Institute of Building, United Kingdom and the Public Services Department of Malaysia.

CAREER OPPORTUNITIES

Graduates have the opportunity to work in the private sector as technical assistants, site supervisors and assistant quantity surveyors for building and infrastructure works. Graduates may also work in the public sector as technical assistants.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits including:

Credit in Bahasa Melayu
Credit in Mathematics or Additional Mathematics

Credit in Science or Physics or Chemistry
2 credits from other subjects (priority given to candidates with credits in technical/vocational subjects)

and

Pass in English

Certificate in a relevant area from a polytechnic or Institut Kemahiran MARA (IKM) with one-year working experience,

or

Pre-Diploma in Science, UiTM with a CGPA of at least 2.80 or its equivalent.

• DIPLOMA IN INTERIOR DESIGN

PROGRAMME STRUCTURE

This full-time programme runs for 3 years, including a 5-month practical training during the fifth semester.

This is a design-based programme that is structured from 5 basic areas of studies, i.e. interior and furniture design, building technology and materials, architectural graphic and CADD, project management and professional practice, as well as design history and social science.

The goal is for students to acquire the aptitude to analyse and understand design problems and, through creative and lateral thinking, translate them into exciting yet judicious solutions.

ACCREDITATION

The programme is accredited by the Malaysian Society of Interior Designers (MSID) and the Public Services Department of Malaysia (JPA).

CAREER OPPORTUNITIES

Graduates of the programme will normally be employed as design assistants in the private sector, including consultant practices, corporate organisations, building developers, fabricators and suppliers, etcetera. They can also be engaged in various government agencies.

ENTRY REQUIREMENTS

SPM or its equivalent with a minimum of 5 (five) credits, including Bahasa Melayu, Mathematics, Science and Geography/History (Priority is given to candidates with credits in Art Education or any technical drawing subjects)

or

A Malaysian Polytechnic or Institut Kemahiran MARA (IKM) qualification or their equivalent with a minimum CGPA 2.50

or

UiTM's Pre-Science (PD008) programme with a minimum CGPA of 2.50.

Candidates must attend an interview, and a colour blind test conducted by the Faculty.

• DIPLOMA IN LANDSCAPE ARCHITECTURE

PROGRAMME STRUCTURE

This programme comprises a three year full-time study. The programme aims to train students in areas, like graphics, landscape design, plant identification, ecology, computer-aided design, planning law, professional practice, landscape history and landscape construction.

ACCREDITATION

The programme is recognised by the Institute of Landscape Architects Malaysia (ILAM) and the Public Services Department of Malaysia.

CAREER OPPORTUNITIES

Graduates of this programme will be employed as assistants to landscape architects, architects and town planners. Graduates may also further their studies in the Bachelor of Landscape Architecture (Hons.) programme.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including:
Mathematics
Science or Physics or Chemistry or
Biology
Bahasa Melayu

and
Pass in English

or

Certificate in agriculture or landscape courses from a polytechnic and Institut Kemahiran MARA.

or

Pre-Diploma in Science, UiTM with a CGPA of at least 2.75 or its equivalent.

Candidates are required to sit for a drawing test and attend an interview conducted by the faculty. Candidates must not be colour-blind.

• DIPLOMA IN BUILDING SURVEYING

PROGRAMME STRUCTURE

This is a three-year full-time programme, which includes one semester of practical training. The programme covers studies in Building Surveying, Building Technology, Material and Properties, Environmental Technology and Services, Structural Engineering, Quantitative Management, Legislation and Building Design

ACCREDITATION

This diploma programme is fully recognised by the Institute of Surveyors Malaysia (ISM) and the Public Services Department of Malaysia.

CAREER OPPORTUNITIES

Graduates of this programme have the option to serve the public or the private sectors as assistant building surveyors, consultants, contractors, building, maintenance officers and site supervisors.

ENTRY REQUIREMENTS

SPM or an equivalent that is recognised by the Malaysian Government with at least five (5) credits including:

Mathematics or Additional Mathematics
Science or Physics or Chemistry
Geography or History
Bahasa Melayu.

(Priority will be given to candidates with a credit in Art)

and

Pass in English

or

Pass in any relevant area from a polytechnic or Institut Kemahiran Mara (IKM) or an equivalent that is recognised by the Malaysian Government.

or

Pass in Pre-Science Programme (PD008) conducted by UITM with a satisfactory result.

Candidates are required to pass a drawing test and a colour blind test in the interview conducted by the faculty.

• DIPLOMA IN GEOMATICS SCIENCE

PROGRAMME STRUCTURE

This three-year full-time programme is designed to provide an understanding based

on various scientific and dynamic techniques of surveying and mapping of the earth (land, aerospace and sea) through the use of very sophisticated and highly technological instruments. Its emphasis is on developing personnel who are competent and skilled in the acquisition of field data for the purpose of managing and administering land matters.

ACCREDITATION

This programme is recognised by the Public Services Department, and professional bodies such as the Institution of Surveyors and Board of Surveyor's, Malaysia.

CAREER OPPORTUNITIES

Graduates may become technical assistants, assistant surveyors, assistant land administrators or assistant managers in the public or private sectors.

Potential employers may include the Department of Mapping and Surveying Malaysia, the Ministry of Defence, construction companies, licensed and surveying firms, local councils, Development and Property Division of the State Economic and Planning Unit, and any institution of higher learning.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including:
Mathematics
Any one (1) of the science subjects
Two (2) other subjects

and
Pass in Bahasa Melayu and English (priority will be given to candidates with good grades in Science and Additional Mathematics)

or

Pre-Diploma in Science, UITM with satisfactory results

or

Pass in any relevant area from a government polytechnic or any other recognised institution, with at least a Grade C in Mathematics, Engineering Science and four (4) other subjects.

• DIPLOMA IN GEOMATICS SCIENCE (GEOGRAPHICAL INFORMATION SYSTEM)

PROGRAMME STRUCTURE

This three-year full-time programme is designed to provide an understanding based on various scientific and dynamic techniques of surveying and mapping of the earth (land, aerospace and sea) through the use of very sophisticated and highly technological instruments. Its emphasis is on information technology based on geographically referenced data.

ACCREDITATION

This programme is recognised by the Public Services Department, and professional bodies such as the Institution of Surveyors and Board of Surveyor's, Malaysia.

CAREER OPPORTUNITIES

Graduates may become technical assistants, assistant surveyors, assistant land administrators or assistant managers in the public or private sectors.

Potential employers may include the Department of Mapping and Surveying Malaysia, the Ministry of Defence, construction companies, licensed and surveying firms, local councils, Development and Property Division of the State Economic and Planning Unit, and any institution of higher learning. A wider range of job

opportunities also exists especially in Information technology-based bodies.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including:
Mathematics
Any one (1) of the science subjects
Two (2) other subjects

with a pass in Bahasa Melayu and English (priority will be given to candidates with good grades in Science and Additional Mathematics)

or

completed Pre-Diploma in Science, UiTM with satisfactory results

or

a pass in any relevant area from a government polytechnic or any other recognised institutions, with at least a Grade C in Mathematics, Engineering Science and four (4) other subjects.

• DIPLOMA IN GEOMATICS SCIENCE (NATURAL RESOURCE)

PROGRAMME STRUCTURE

This three-year programme is designed to provide an understanding based on various scientific and dynamic techniques on surveying and mapping of the earth (land, aerospace and sea) through the use of very sophisticated and highly technological instruments. Its emphasis is on the management of the earth resources using remote sensing technology.

ACCREDITATION

This programme is recognised by the Public Services Department, and professional bodies such as the Institute of Surveyors and Board of Surveyor's, Malaysia.

CAREER OPPORTUNITIES

Graduates may become technical assistants, assistant surveyors, assistant land administrators or assistant managers in the public or private sectors.

Potential employers may include the Department of Mapping and Surveying Malaysia, the Ministry of Defence, construction companies, licensed and surveying firms, local councils, Development and Property Division of the State Economic and Planning Unit, and any institution of higher learning. A wider range of job opportunities also exists especially in Information technology-based bodies.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including:
Mathematics
Any one (1) of the Science subjects
Two (2) other subjects

with a pass in Bahasa Melayu and English or its equivalent (priority will be given to candidates with a good grade in Science and Additional Mathematics)

or

Pre-Diploma in Science, UiTM with satisfactory results

or

a pass in any relevant area from a government polytechnic or any other recognised institutions, with at least a Grade C in Mathematics, Engineering Science and four (4) other subjects.

• CERTIFICATE IN TOWN AND REGIONAL PLANNING

PROGRAMME STRUCTURE

This one and a half-year programme includes two months of practical training. This programme aims at producing a

technically skilled workforce in areas, such as technical drawing, preparation of layout plans, computer-aided drafting and foundations of town planning.

ACCREDITATION

This programme is recognised by the Malaysian Institute of Planners and the Malaysian Public Services Department

CAREER OPPORTUNITIES

Graduates of this programme may find employment as town planning technicians in town planning firms, or draughtsmen in other firms related to the building industry and property development. Graduates may also find employment as town planning technicians in the public sector.

ENTRY REQUIREMENTS

SPM with at least three (3) credits

and

Pass in Bahasa Melayu, English and Mathematics or its equivalent.

Faculty of Applied Sciences



PhD

Master of Science (By Research)

Bachelor of Science (Hons.) Plantation

Technology and Management

Bachelor of Science (Hons.) Polymer Technology

Bachelor of Science (Hons.) Applied Chemistry

Bachelor of Science (Hons.) Food Quality

Management

Bachelor of Science (Hons.) Furniture Technology

Bachelor of Science (Hons.) Textile Technology

Bachelor of Science (Hons.) Environmental

Technology

Bachelor of Science (Hons.) Biology

Bachelor of Science (Hons.) Chemistry

Bachelor of Science (Hons.) Physics

Address **Faculty of Applied Sciences**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

Diploma in Planting Industry Management

Diploma in Polymer Technology

Diploma in Microbiology

Diploma in Industrial Chemistry

Diploma in Food Technology

Diploma in Wood Industry

Diploma in Textile Technology

Diploma in Science

FACULTY OF APPLIED SCIENCES

INTRODUCTION

The Faculty of Applied Sciences is one of the university's core science and technology faculties. Starting with only 5 programmes since it was first established in 1967, the faculty has gone through a lot of development and upgrading. The Faculty identifies as its focus, the fundamental sciences and the furtherance and application of the sciences. With close to 300 faculty members, the faculty provides outstanding and distinctive academic programmes, from diploma to undergraduate level. We provide a diverse range of study and research areas that are delivered by the 3 key scientific clusters: the physical, chemical and biological sciences. Various academic programmes offered at the faculty have been revised in line with current and national developments in science and technology.

Our graduates enjoy excellent employment prospects, although a significant number of them progress towards a Masters or Doctorate, which are also offered at the faculty. The Faculty contributes to the university's framework by providing learners an opportunity to combine science with other disciplines. Research is focused on championing areas of excellence. Currently, the Faculty sustains two University Research Centres: the Institute of Science and the Institute of Biotechnology.

The Faculty strives to continuously provide a dynamic environment that seeks to foster academic innovations and excellence in teaching, learning and research. In all of our activities, be it teaching, research or

outreach, we aim to operate with a forward-thinking, results-oriented and community-responsive approach - in pursuit of realising our vision of becoming a premier institution in science and technology.

PROGRAMMES

AS 990	PhD
AS 780	Master of Science (By Research)
AS 220	Bachelor of Science (Hons.) Plantation Technology and Management
AS 223	Bachelor of Science (Hons.) Polymer Technology
AS 225	Bachelor of Science (Hons.) Applied Chemistry
AS 226	Bachelor of Science (Hons.) Food Quality Management
AS 227	Bachelor of Science (Hons.) Furniture Technology
AS 228	Bachelor of Science (Hons.) Textile Technology
AS 229	Bachelor of Science (Hons.) Environmental Technology
AS 201	Bachelor of Science (Hons.) Biology
AS 202	Bachelor of Science (Hons.) Chemistry
AS 203	Bachelor of Science (Hons.) Physics
AS 110	Diploma in Planting Industry Management
AS 113	Diploma in Polymer Technology
AS 114	Diploma in Microbiology
AS 115	Diploma in Industrial Chemistry
AS 116	Diploma in Food Technology
AS 117	Diploma in Wood Industry
AS 118	Diploma in Textile Technology
SC 120	Diploma in Science

STUDENT INTAKE

June and November.

Bachelor of Science (Hons.) Polymer Technology, Bachelor of Science (Hons.) Food Quality Management, Bachelor of Science (Hons.) Textile Technology, and Bachelor of Science (Hons.) Environment Technology - June only.

CAREER OPPORTUNITIES

Graduates have excellent career prospects in areas of science and technology at semi-professional and professional levels, industries and private or government sectors.

• BACHELOR OF SCIENCE (HONS.) PLANTATION TECHNOLOGY AND MANAGEMENT

PROGRAMME STRUCTURE

This programme emphasises the various aspects of Production Technology, Management and Information Technology needed by the agricultural and plantation sectors in accordance with present and future changes and development. The courses in this programme include Crop Production Technology, Remote Sensing, Agricultural Biotechnology, Financial Management, Organisational Behaviour, and Computer Applications.

CAREER OPPORTUNITIES

Graduates may serve in the plantation sector, as well as agro-based industries. The positions available are plantation executives, assistant estate managers, research officers, marketing executives, entrepreneurs and credit officers.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may further their studies in various fields associated with plantations offered by local or foreign universities.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper

Any two (2) of the following subjects:

Biology/Chemistry/Physics/ Mathematics/ Economics

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50.

or

Diploma in Planting Industry Management from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in Planting Industry Management from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA less than 2.50 but with at least two (2) years working experience in the related field.

and

A pass in MUET

• BACHELOR OF SCIENCE (HONS.) POLYMER TECHNOLOGY

PROGRAMME STRUCTURE

This programme emphasises high technology production and manufacturing of polymers and composites. Students will be given an

option to specialise in either Material Technology or Product and Process Technology. With computer Aided Design/ Engineering/Manufacturing application, students will understand product design and the analysis of polymer flow. At the end of this programme, students must undertake a three-month attachment programme within the polymer industry.

CAREER OPPORTUNITIES

Career opportunities are in abundance in this field. Graduates may be employed in either material or product manufacturing companies, where career opportunities range from production managers, operation managers, quality assurance managers to research officers.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates from this programme may be able to follow a Master's Degree programme in various fields offered by tertiary institutions, either locally or abroad.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Chemistry and Physics/ Mathematics

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50.

or

Diploma in Polymer Technology, Diploma in Industrial Chemistry or Diploma in Mechanical Engineering from UiTM or other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in Polymer Technology, Diploma in Industrial Chemistry or Diploma in Mechanical Engineering from UiTM or other institutions recognised by the Government of Malaysia with a CGPA less than 2.50, but with at least two (2) years working experience in the related field.

and

A pass in MUET

• BACHELOR OF SCIENCE (HONS.) APPLIED CHEMISTRY

PROGRAMME STRUCTURE

This programme focuses on chemical applications within the engineering sector, food processing sector, chemistry and polymer, industrial waste treatment, quality and environmental control, as well as scientific testing.

ACCREDITATION

Graduates from this programme are eligible for registration as qualified chemists with the Chemical Institute of Malaysia.

CAREER OPPORTUNITIES

Graduates may be accepted as process engineers, waste treatment consultants, quality control managers, production executives, chemists and researchers in many industries, the government sector and research institutions.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may pursue their studies up to the MSc. and PhD. levels

in the field of Analytical Chemistry and other fields of Applied Chemistry.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Chemistry and Physics/
Mathematics/Biology

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50

or

Diploma in a related Chemistry or Technology field from UiTM or other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in a related Chemistry or Technology field from UiTM or other institutions recognised by the Government of Malaysia with a CGPA less than 2.50 but with at least two (2) years working experience in the related field

and

A pass in MUET

• BACHELOR OF SCIENCE (HONS.) FOOD QUALITY MANAGEMENT

PROGRAMME STRUCTURE

The objectives of this programme are to enable the students to design food sampling and inspection programmes, evaluate safety and quality aspects of management and control of specific food processing operation, and apply scientific principles to an understanding of food properties relevant to quality, nutrition and safety.

Some of the courses taught, include Integrated Food Quality Assessment, Food Hygiene and Sanitation, Food Toxicology, Food Quality Management System, Food Safety, Quality Control and Assurance, Instrumental Analysis of Food, Sensory Evaluation of Food, Food Preservation and Food Packaging Technology.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may pursue their studies in the same or related fields at both local and foreign universities. The Faculty of Applied Sciences offers MSc and PhD programmes in the field of Food Science and Technology.

CAREER OPPORTUNITIES

Graduates may find employment in private industries, and semi-government bodies as quality control or assurance managers, food technologists, research and development executives, food safety officers, production executives, marketing executives, law enforcement officers and research officers.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Chemistry and Physics/
Mathematics/Biology

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50

or

Diploma in Food Technology from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in Food Technology from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA less than 2.50 but with at least two (2) years working experience in the related field

and

A pass in MUET

• BACHELOR OF SCIENCE (HONS.) FURNITURE TECHNOLOGY

PROGRAMME STRUCTURE

This programme is structured towards the manufacturing of furniture. It includes the management of raw materials, furniture design using CAD/CAM, furniture manufacturing processes, quality testing of furniture, as well as management and marketing courses.

CAREER OPPORTUNITIES

Graduates have the opportunity to be employed in the private and government sectors or embark on self-employment or a joint venture in the business of furniture manufacturing or marketing.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates have the opportunity to further their studies at the Master's and Doctoral levels in the fields of Manufacturing Technology, Marketing and Business Administration, as well as other related fields.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Any two (2) of the following subjects:
Biology/Chemistry/Physics/ Mathematics/
Economics

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50.

or

Diploma in Wood Industries from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in Wood Industries from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA less than 2.50 but with at least two (2) years working experience in the related field

and

A pass in MUET

- **BACHELOR OF SCIENCE (HONS.) TEXTILE TECHNOLOGY**

PROGRAMME STRUCTURE

This programme is geared towards textiles and apparel industries. The study revolves around traditional textile processes from spinning to finishing in combination with apparel technology which includes CAD/CAM, apparel merchandising and other courses, such as programming and environmental awareness.

CAREER OPPORTUNITIES

Graduates are qualified to work in industries as administrative and production managers, assistant mill managers, technologists in the Engineering Department and researchers in the industry and the government sector.

OPPORTUNITIES FOR FURTHER EDUCATION

Qualified graduates will have no difficulties enrolling in MSc programmes in the UK, the USA and UiTM.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Chemistry and Physics/
Mathematics

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50

or

Diploma in Textile Technology from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in Textile Technology from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA less than 2.50 but with at least two (2) years working experience in the related field.

and

A pass in MUET

- **BACHELOR OF SCIENCE (HONS.) ENVIRONMENTAL TECHNOLOGY**

PROGRAMME STRUCTURE

This programme offers an integration of courses consisting of Environmental and Ecological Management, Environmental Analysis, Occupational Safety and Health, Environmental Assessment and Monitoring, as well as Environmental Education.

CAREER OPPORTUNITIES

Graduates may be accepted by the private or government sector as environmental officers, environmental health officers, safety and health executives, researchers, lecturers or consultants.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies at the Master's and Doctoral levels in the field of Environmental Technology or Environmental Management.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Chemistry and Physics/
Mathematics/Biology

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50

or

Diploma in Environmental Health from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA of at least 2.50

or

Diploma in Environmental Health from UiTM or a related field from other institutions recognised by the Government of Malaysia with a CGPA less than 2.50 but with at least two (2) years working experience in the related field.

• BACHELOR OF SCIENCE (HONS.) BIOLOGY

PROGRAMME STRUCTURE

This is a 3-year full-time programme that focuses on selected principles of Biology (cellular biology, molecular biology, plant & animal diversity, anatomy, development and physiology), with an emphasis on the issues and problems that have an impact on the everyday affairs of students. Students are introduced to the principles of biology dealing with the cell, cell structure and function, genetics, and the logic of science associated with these topics. Students will also minor in Management.

CAREER OPPORTUNITIES

This programme caters to the changing needs of the nation in the field of Biology. Employment opportunities are many and varied as graduates will have the advantage of a strong foundation in Biology as the major subject, and Management as the minor subject. Graduates may gain employment in both the public and private sectors, such as research institutes, universities and related industries.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may pursue their studies at the postgraduate levels in various fields of Biology, such as Physiology, Biochemistry and other specialisations. Graduates may also pursue an interdisciplinary field of studies such as Biophysics, Bioengineering and Biomedical.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Biology and Chemistry /Physics/ Mathematics.

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50

or

Diploma in Science from UITM with a CGPA of at least 2.50

or

Diploma or its equivalent recognised by the Government of Malaysia with a CGPA of at least 2.75

and

A pass in MUET

• BACHELOR OF SCIENCE (HONS.) CHEMISTRY

PROGRAMME STRUCTURE

This is an intellectually challenging fundamental science programme that provides students with basic principles in the area of Inorganic, Physical and Organic Chemistry. It runs for 3 years and is full-time. The strength of the programme is in the teaching methodologies and the breadth and depth of the curriculum. Students will be taught the necessary skills to adapt to the ever-changing technological environment after graduation.

ACCREDITATION

Graduates of this programme will be eligible to register as qualified chemists with the Chemical Institute of Malaysia.

CAREER OPPORTUNITIES

This programme caters to the changing needs of the nation in the field of Chemistry. Employment opportunities are many and varied because graduates will have the advantage of a strong foundation in Chemistry as the major subject, and Management as the minor subject. Graduates may gain employment in various industries such as pharmaceutical, petroleum and other related industries.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may pursue their studies at the post-graduate level in other fields apart from chemistry, such as education, engineering, applied sciences and information technology.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:

General paper, Chemistry and Biology/Physics/ Mathematics

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50

or

Diploma in Science from UITM with a CGPA of at least 2.50

or

Diploma or its equivalent recognised by the Government of Malaysia with a CGPA of at least 2.75

and

A pass in MUET

• BACHELOR OF SCIENCE (HONS.) PHYSICS

PROGRAMME STRUCTURE

This 3-year full-time programme focuses on the mastery of key concepts and methods in physics, mechanics, heat, electricity and magnetism, optics and waves and quantum physics. Besides theory, students will also be taught laboratory skills and techniques. Students will be equipped with a strong mathematical (calculus based) background which is needed to pursue a career in Physics and other related fields. Students will also be taking courses in Management.

CAREER OPPORTUNITIES

This programme caters to the changing needs of the nation in the field of Physics. Employment opportunities are many and varied as our graduates will have the advantage of a strong foundation in Physics as the major subject, and Management as the minor subject. Graduates may work in research laboratories, universities, power plants and industries such as electronics and telecommunications.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may pursue their studies at the post-graduate level in any other professional fields, such as education, engineering, applied sciences and information technology.

ENTRY REQUIREMENTS

SPM or its equivalent with credits in Bahasa Melayu, Mathematics and a pass in English

and

STPM with at least 3 Principals, including the following subjects:
General paper, Physics and Biology/Chemistry/ Mathematics

or

Pass in the BMKPM Matriculation Programme with a CGPA of at least 2.50.

or

Diploma in Science from UITM with a CGPA of at least 2.50

or

Diploma or its equivalent recognised by the Government of Malaysia with a CGPA of at least 2.75

and

A pass in MUET

• DIPLOMA IN INDUSTRIAL CHEMISTRY

PROGRAMME STRUCTURE

This programme integrates subjects in Chemical Engineering and Chemical Analysis. Students are taught the latest techniques in Analytical Chemistry. In addition, the programme offers a variety of subjects within Chemical Engineering: Unit Operation, Process Control, Industrial Process, Fluid Mechanics, Heat Transfer and Thermodynamics.

CAREER OPPORTUNITIES

Graduates may be employed as chemical laboratory technicians, process technicians in chemical plants, production supervisors and assistant research officers within the private sector or government agencies.

In addition, graduates have the opportunity to apply for posts as assistant chemists, assistant chemical engineers, assistant production managers and assistant plant managers.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme can pursue their studies at universities locally or abroad in Chemical Engineering, Analytical Chemistry, Industrial Chemistry or Applied Chemistry. At present, students are accepted directly into the second year of the degree programme. UiTM offers BSc. (Hons.) Applied Chemistry and BE (Hons.) Chemical Engineering for graduates of this programme.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics, Physics and Chemistry

and

Pass in English

• DIPLOMA IN SCIENCE

PROGRAMME STRUCTURE

This is a preparatory programme in basic sciences and mathematics. The diploma is recognised by the Ministry of Education as equivalent to the Sijil Tinggi Persekolahan Malaysia (STPM). This three year programme of six (6) semesters offers courses, such as Biology, Chemistry, Physics, and Mathematics at STPM level. Other courses, include Computers and Information Processing, English and Islamic Studies. In line with the government's vision to encourage entrepreneurship, this course also includes Basic Entrepreneurship Studies.

CAREER OPPORTUNITIES

Graduates with a Diploma in Science may further their education in any Science and Technology courses, both in local or foreign universities. Those inclined towards Biology and Chemistry, may pursue courses, such as Medicine, Dentistry, Forestry, Veterinary Science, Fisheries, Food Technology, Zoology, Botany, Biology, Chemistry, Agronomy and Ecology. While those who are inclined towards Physics, Chemistry and Mathematics can choose among others, Engineering, Industrial Chemistry and Computer Science. Other career options include Administrative or Management Executives and Research Assistants.

Graduates can also choose to go into the teaching line, which would require an additional Diploma in Education.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies in any science and technology based programme at UiTM, or any other local or foreign universities. Graduates may be given up to a year's exemption for their degree programme depending on the course, university and CGPA at the Diploma level.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics

and

At least one (1) credit and one (1) pass from the following subjects:
Biology, Physics, Chemistry and Additional Mathematics

and

Pass in English

• DIPLOMA IN FOOD TECHNOLOGY

PROGRAMME STRUCTURE

This programme is related to the application of science and technology in all processes of producing food from raw materials. The subjects offered include Food Chemistry, Food Processing, Principles of Food Preservation, Food Engineering and Food Analysis.

CAREER OPPORTUNITIES

Graduates may have the option of seeking immediate employment in the private or public sectors attaining positions as quality control supervisors, production supervisors, assistant research officers or assistant food technologists. Other career opportunities, include marketing executives, management trainees, research and development executives, liaison officers, technical sales executives, nutritionists, as well as other positions within the food-based industries.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies in the same or related fields both locally and in foreign universities. In most cases, graduates may be given one to two years exemptions towards their B.Sc. degree depending on the programme, the university, and the graduate's performance at the Diploma level. UiTM now offers B.Sc. (Hons.) Food Quality Management for graduates of this programme.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics, Biology/Physics and Chemistry

and

Pass in English

• DIPLOMA IN MICROBIOLOGY

PROGRAMME STRUCTURE

This programme covers the study of micro organisms and their importance to mankind

together with other life-forms. The areas of study, include Mycology, Virology, Bacteriology, Food Microbiology, Biochemistry and other relevant subjects.

CAREER OPPORTUNITIES

Career opportunities exist within government agencies as assistant science officers or assistant research officers. Graduates may be employed at management and supervisory levels in pharmaceutical, health care, food and biotechnological industries.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies in related fields at local or foreign universities. Credit transfers range from 30-60 hours thus enabling the graduate to be admitted into the 2nd or 3rd year of the university programme.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics, Biology and Chemistry

and

Pass in English

• DIPLOMA IN PLANTING INDUSTRY MANAGEMENT

PROGRAMME STRUCTURE

Students following this programme will learn the latest techniques of Plantation Management, Agricultural Science, Farm Mechanisation, as well as Business and Accounting. Subjects taught, include Plant Science, Agricultural Economics, Soil Science, Industrial Relations, Personnel

Management, Agricultural Engineering, Agricultural Extension and Agricultural Marketing.

CAREER OPPORTUNITIES

Graduates will be able to gain employment within the private, government and semi-government sectors. In the private sector, there are opportunities for the positions of assistant estate managers, marketing executives and credit officers. Within the government and semi-government sectors, graduates may be employed as assistant research officers or farm managers.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme will be able to follow degree programmes in various fields offered by institutions of higher learning, either locally or overseas. Those who wish to further their studies in the field of Plantation Management may enrol in the Bachelor of Science (Hons.) Plantation Technology and Management programme, UiTM.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics and Chemistry/Physics/Biology/ Science

and

Pass in English

or

A Certificate of Agriculture or its equivalent recognised by the Government of Malaysia with a CGPA of at least 2.80

and

Credit in Bahasa Melayu

and

Pass in English and Mathematics in SPM

• DIPLOMA IN WOOD INDUSTRY

PROGRAMME STRUCTURE

This programme is structured to emphasise the behaviour, nature and usage of wood. The subjects taught are Basic Forestry, Wood Mechanics, Wood Preservation, Seasoning, Plywood Technology, Wood Composites and Furniture Making.

CAREER OPPORTUNITIES

Graduates from this programme are accepted for employment in government agencies and the private sector as assistant technical officers, assistant quality control officers, marketing officers and management executives.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates will have the opportunity to further their studies locally or overseas, in the fields of Wood Science and Technology, Forestry, Marketing, Business Management, Finance or Accounting. UiTM offers BSc. (Hons.) Furniture Technology for graduates of this programme.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics and Chemistry/Physics/Biology/ Science

and

Pass in English

• DIPLOMA IN POLYMER TECHNOLOGY

PROGRAMME STRUCTURE

This three-year programme is designed to provide students with training in polymer technology at a semi-professional level. It covers the principles and the operation of machines, characterisation, instrumentation, fabrication process and compounding technology of polymeric materials. Students will be required to undergo practical training at the Malaysian Rubber Board (MRB). In addition, at the end of the programme, students will be required to undergo practical training in a polymer based industry.

Students are awarded two (2) diplomas in this joint programme: Diploma in Polymer Technology (UiTM); and Diploma in Natural Rubber Processing (MRB)

CAREER OPPORTUNITIES

Graduates of this programme may be employed in various polymer-related industries and may hold positions as laboratory technicians, quality control production personnel and factory managers.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may be accepted by most institutions of higher learning, both locally and overseas. Graduates may be given one or two years exemptions when pursuing their degree depending on the university and their performance at diploma level. UiTM now offers BSc. (Hons.) Polymer Technology for graduates of this programme.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in: Mathematics and Chemistry/Physics

and

Pass in English

• DIPLOMA IN TEXTILE TECHNOLOGY

PROGRAMME STRUCTURE

The Diploma in Textile Technology is a three-year programme which covers the manufacture of textile fibres to form fabrics, involving various production processes. The range of subjects within this programme includes Spinning, Weaving, Knitting, Finishing, Textile Testing and Quality Control.

CAREER OPPORTUNITIES

Graduates of this programme may be employed in various positions within the textile industry. The scope of career opportunities depends on the graduate's experience and willingness to work hard. Graduates may be employed as supervisors or equivalent, leading to more senior positions as assistant managers and managers. In addition, graduates may also be offered certain posts within the government sector in areas related to textiles.

PROFESSIONAL RECOGNITION

This programme has been accredited by The Textile Institute of Manchester in the United Kingdom. The academic programme fulfils the requirements for a licentiatehip of The Textile Institute.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may have the opportunity to continue their studies in the B. Sc. (Hons.) Textile Technology at the Faculty of Applied Sciences, UiTM; or in other programmes offered either locally or abroad.

ENTRY REQUIREMENTS

SPM or its equivalent with at least FIVE (5) credits including Bahasa Melayu and credits in:

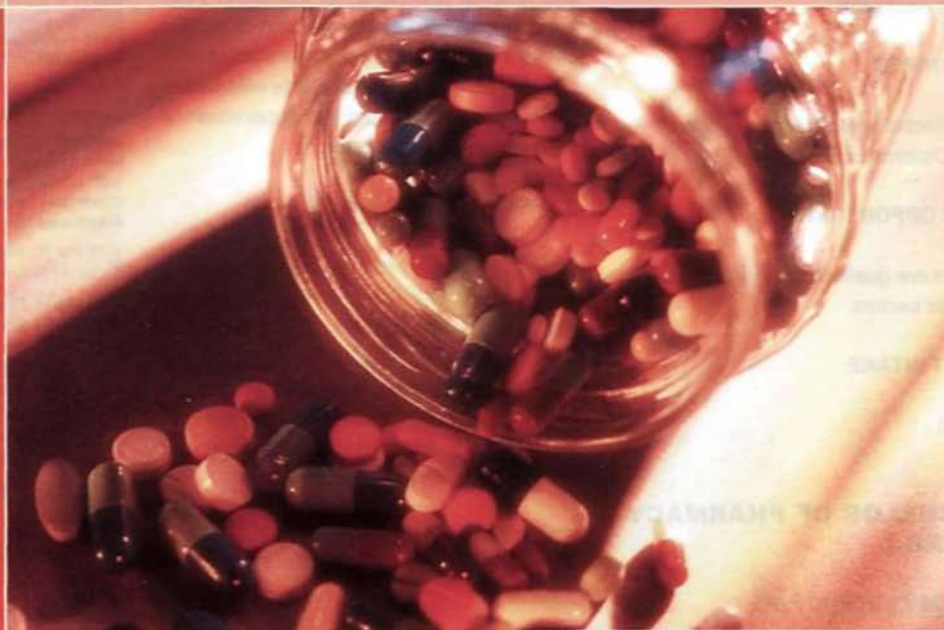
- i) Mathematics
- ii) Chemistry/Physics

and

Pass in English

Faculty of Pharmacy

Bachelor of Pharmacy (Hons.)
Diploma in Pharmacy



Address **Faculty of Pharmacy**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF PHARMACY

INTRODUCTION

The Faculty of Pharmacy was set up on 1 August 2001. Presently, it offers two programmes, a Degree in Pharmacy (Hons.) and a Diploma in Pharmacy that trains Pharmacy Assistants.

PROGRAMMES

PH 210 Bachelor of Pharmacy (Hons.)
PH 110 Diploma in Pharmacy

CAREER OPPORTUNITIES

Graduates are qualified to work in the public and private sectors.

STUDENT INTAKE

June only.

• BACHELOR OF PHARMACY (HONS.)

PROGRAMME STRUCTURE

The programme adopts a mixed approach to teaching and learning activities. These include lectures, problem-based learning, tutorials, practical sessions, independent learning, computer-aided interactive learning, clinical skill sessions and clinical pharmacy training. The duration of this programme is four (4) years or eight (8) semesters. In the first year, basic science courses in pharmacy are offered, such as chemistry, histology, biochemistry, calculus and statistics for pharmacy and general aspects of physiology

and pharmacology to build a strong basic knowledge that facilitates learning in the following years. In the second and third year, courses offered are systemic physiology, systemic pharmacology, pathology and therapeutics in integrated form, besides other core courses of pharmacy, such as pharmaceutical technology, pharmaceuticals and hospital pharmacy. In the fourth year, a substantial part of the learning is carried out in hospitals, clinics, laboratories and pharmacies in which the students will practise clinical pharmacy under the supervision of clinical pharmacy lecturers.

CAREER OPPORTUNITIES

There is a great demand for pharmacy graduates in the government and private sectors. Employment opportunities are available in hospital pharmacy, retail and community pharmacy, industrial pharmacy, business and commercial sectors, research institutions, higher learning institutions and enforcement pharmacy services.

STUDENT INTAKE

June only.

SPONSORSHIP

Students may apply for scholarships or loans offered by various states, Majlis Amanah Rakyat (MARA), Perbadanan Tabung Pengajian Tinggi Negara (PTPTN) or the private sector.

ENTRY REQUIREMENTS

STPM/A-Levels with at least a principal in Biology and Chemistry, and a subsidiary in Mathematics or a pass in Additional Mathematics in SPM or its equivalent

or

Matriculation Certificate with a CGPA of at least 3.00, with a minimum grade of 'B-' in Biology and Chemistry, and grade 'C' in Mathematics or a pass in Additional Mathematics in SPM or its equivalent.

or

Diploma from related science courses from local or foreign institutions of higher learning with a CGPA of at least 3.00, minimum pass of 'B-' in Biology, Chemistry, and 'C' in Mathematics or a pass in Additional Mathematics in SPM or its equivalent.

or

Diploma in Pharmacy (UITM) with a CGPA of at least 3.00 at the end of Year 2 of the programme, with a minimum pass of 'B-' in Biology and Chemistry, and 'C' in Mathematics or a pass in Additional Mathematics in SPM or its equivalent.

or

Diploma in Pharmacy (UITM) with a CGPA of at least 2.50 with a minimum pass of 'B-' in Biology and Chemistry, and 'C' in Mathematics or a pass in Additional Mathematics in SPM or its equivalent, and at least 2 years working experience as a pharmacy assistant.

• DIPLOMA IN PHARMACY

PROGRAMME STRUCTURE

The Diploma in Pharmacy is a programme offered to train pharmacy assistants (formerly known as dispensers). Courses taught, include Biology, Mathematics, Chemistry, Pharmaceuticals, Drug Therapy, Computer Application and other related subjects. These courses are taught in the first and second year of the programme. The students are required to undergo practical training to gain working experience in hospitals in the government or private sectors in the third (final) year of the course. Apart from the subjects related directly to the course, students are required to take Islamic Studies, English and also other extra curricular

activities in the first and second year. Learning opportunities include lectures, laboratory work, tutorials, hospital visits and attachments. Students will be assessed through coursework (30%) and a final examination (70%).

CAREER OPPORTUNITIES

Pharmacy assistants are greatly sought after in government and private hospitals and in pharmaceutical firms and industry. This need is further enhanced by the current and future expansion of health services in the country.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics, Chemistry and Biology and a pass in Bahasa Melayu and English.

or

Pass in the Pre-Science programme from UiTM with a CGPA of at least 3.3.

Applicants should be aware that the academic programme and the health profession itself are very demanding physically and mentally. Individuals who are responsible and willing to work hard stand a better chance of completing the course successfully.

STUDENT INTAKE

June only.

SPONSORSHIP

Students may apply for scholarships or loans offered from various states, Majlis Amanah Rakyat (MARA), Perbadanan Tabung Pengajian Tinggi Negara (PTPTN) or the private sector.

Faculty of Business Management

Chartered Institute of Logistics & Transport
(CILT) (UK)
PhD in Business Management
Master of Business Administration
Bachelor of Business Administration (Hons.)
Transport
Bachelor of Business Administration (Hons.)
Marketing
Bachelor of Business Administration (Hons.)
Insurance
Bachelor of Business Administration (Hons.)
Finance
Bachelor of Business Administration (Hons.)
Human Resource Management
Bachelor of Business Administration (Hons.)
Operation Management
Bachelor of Business Administration (Hons.)
Retail Management
Bachelor of Business Administration (Hons.)
International Business
Bachelor of Business Administration (Hons.)
Islamic Banking



Address **Faculty of Business Management**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

Diploma in Business Studies
Diploma in Banking
Diploma in Investment Analysis
Diploma in Business Studies (Insurance)
Diploma in Business Studies (Transport)

FACULTY OF BUSINESS MANAGEMENT

INTRODUCTION

The Faculty of Business Management is the largest faculty in UiTM. The enrolment of this faculty for the year 2002 exceeded 19,000 students throughout the entire UiTM system, which included full-time, part-time, e-learning and franchise students.

At the main campus in Shah Alam, there are more than 2,000 full-time students in the Faculty of Business Management.

PROGRAMMES

- BM 552 Chartered Institute of Logistics & Transport (CILT) (UK)
- BM 990 PhD in Business Management
- BM 770 Master of Business Administration
- BM 216 Bachelor of Business Administration (Hons.) Transport
- BM 220 Bachelor of Business Administration (Hons.) Marketing
- BM 221 Bachelor of Business Administration (Hons.) Insurance
- BM 222 Bachelor of Business Administration (Hons.) Finance
- BM 223 Bachelor of Business Administration (Hons.) Human Resource Management
- BM 224 Bachelor of Business Administration (Hons.) Operation Management
- BM 225 Bachelor of Business Administration (Hons.) Retail Management
- BM 226 Bachelor of Business Administration (Hons.) International Business

- BM 229 Bachelor of Business Administration (Hons.) Islamic Banking
- BM 111 Diploma in Business Studies
- BM 112 Diploma in Banking
- BM 114 Diploma in Investment Analysis
- BM 115 Diploma in Business Studies (Insurance)
- BM 117 Diploma in Business Studies (Transport)

STUDENT INTAKE

June and November.

Chartered Institute of Logistics & Transport (CILT) (UK) - May only.

CAREER OPPORTUNITIES

Graduates of this faculty have a wide choice of jobs. Career opportunities for the diploma holders are at the middle level management available in government bodies, the corporate sector and financial institutions. For degree holders, job opportunities include supervisory and middle management positions in business organisations, government bodies and public authorities.

• PhD IN BUSINESS MANAGEMENT

PROGRAMME STRUCTURE

This programme started in July 1999. The PhD research programme in the Faculty of Business Management aims to produce graduates who are capable of conducting research of a high quality. Candidates will be provided with the necessary skills through taught modules, seminars and the writing of a thesis.

ENTRY REQUIREMENTS

Applicants must have an MBA or a Master's degree and submit a research proposal. They are advised to specify areas of research interest in their application so that the faculty can identify potential supervisors. Candidates will also be called for an interview.

• MASTER OF BUSINESS ADMINISTRATION (MBA)

PROGRAMME STRUCTURE

The Faculty of Business Management has been offering the MBA since 1998. Students who complete the course successfully will be awarded the Master of Business Administration.

ENTRY REQUIREMENTS

Applicants must hold a recognised bachelor's degree (honours) or its equivalent. They have to submit a short biographical essay, typewritten essays on given topics, and reference letters from current or previous employers to support their application. Candidates must be proficient in written and spoken English. Applicants with a minimum of two years working experience are preferred.

- **CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT (CILT) UK**
- **BACHELOR OF BUSINESS ADMINISTRATION (HONS.)**
 - **TRANSPORT**
 - **MARKETING**
 - **INSURANCE**
 - **FINANCE**
 - **HUMAN RESOURCE MANAGEMENT**
 - **OPERATION MANAGEMENT**
 - **RETAIL MANAGEMENT**
 - **INTERNATIONAL BUSINESS**
 - **ISLAMIC BANKING**

ENTRY REQUIREMENTS FOR CHARTERED INSTITUTE OF LOGISTICS & TRANSPORT (CILT) UK AND ALL 9 BACHELOR PROGRAMMES:

Diploma from UiTM or other institutions of higher learning recognised by the government, with a CGPA of at least 2.50. Candidates with a CGPA of less than 2.50 with minimum working experience in related fields are also eligible to apply

or

STPM with at least a Principal 'E' in General Paper and two (2) other subjects; one of which must either be Economics or Accountancy or Business Studies or its equivalent. Candidates must also have credits in English and Mathematics and a pass in Bahasa Melayu in SPM or its equivalent.

A minimum MUET score of band 3.

- **CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT (CILT) (UK)**

PROGRAMME STRUCTURE

UiTM is the only institution of higher learning in Malaysia that offers a full-time programme in transport studies leading to the Chartered Institute of Logistics and Transport (UK) qualification.

The first group of students enrolled in 1969. Initially, this programme aimed at preparing them for the external examination of the Chartered Institute of Transport (UK). UiTM then improved the programme in order to achieve the three main objectives, namely:

- to produce trained and disciplined transport graduates.
- to inculcate transport business and management skills.
- to develop supervisory, executive, management and business decision-making skills in the transport industry in the country.

The programme structure covers Economics, Management, Accounting, Logistics, Marketing, Law, Operational and Transport Planning. Besides that, it also encompasses areas, such as transport technology, role of government and user groups.

Upon two years of working experience in a related transport field, graduates are eligible to apply for membership as a corporate member of the CILT (UK).

CAREER OPPORTUNITIES

Job opportunities include those at the middle management level in operations of logistics or distribution, materials management,

seaport or maritime, air transport, road-based and rail-based operations. Graduates are also qualified to work in the town planning and transport planning areas.

- **BACHELOR OF BUSINESS ADMINISTRATION (HONS.) TRANSPORT**

PROGRAMME STRUCTURE

This programme was first introduced in November 2000. The economic and industrial growth in Malaysia demands high growth in the transport sector, especially in areas of port development, airport, as well as road and rail transport systems.

This three-year programme covers areas, such as economics, management, marketing, law, logistics, operational and transport planning. Areas on transport technology, role of government and transport user groups and bodies are also emphasised. In the final semester, students will undergo industrial training and will have to produce an academic paper.

RECOGNITION

BBA (Hons.) Transport is recognised by the Chartered Institute of Transport (CIT) (UK). Graduates of this programme are exempted from all CIT qualifying examination papers and are eligible to apply for membership as corporate members of CILT (UK) i.e. MCILT

CAREER OPPORTUNITIES

Career opportunities are at the middle management level in logistics, distribution, materials management, marketing of the transport industry, shipping and maritime, aviation, land transport (road and rail),

manufacturing and production line, enforcement agencies and research and consultancy industries.

• **BACHELOR OF BUSINESS ADMINISTRATION (HONS.) MARKETING**

PROGRAMME STRUCTURE

This programme was introduced in July 1983 with the objective of training and producing professionals in the area of marketing. Graduates in this discipline will be exposed to the growth and development of marketing in related areas. The duration of this course is three (3) years for those with STPM qualification and two (2) years for a Diploma qualification depending on the credit transfers granted.

CAREER OPPORTUNITIES

Graduates of this programme have the opportunity to work in marketing oriented organisations, such as financial institutions, consultancy firms, hotel and tourism industries, and manufacturing firms.

• **BACHELOR OF BUSINESS ADMINISTRATION (HONS.) INSURANCE**

PROGRAMME STRUCTURE

This three year-programme began in July 1983 and has been designed for students who are interested to venture into insurance. It aims to provide students with an understanding of the principles and practices of various classes of insurance and insurance-related activities, as well as knowledge of risk management, business

management, business statistics and management information systems. The curriculum includes three (3) months of practical training in an insurance company to equip students with practical knowledge of insurance company operations.

CAREER OPPORTUNITIES

Job opportunities include supervisory and middle level management positions in insurance companies, insurance broking firms, insurance agencies, loss adjusting firms, financial institutions, Bank Negara of Malaysia, other business organisations, government bodies and public authorities, particularly in their risk management and insurance departments.

• **BACHELOR OF BUSINESS ADMINISTRATION (HONS.) FINANCE**

PROGRAMME STRUCTURE

This programme was introduced in July 1991. The main thrust of this three-year programme is to develop and train professionals in finance and investment.

Among the courses covered are Corporate Finance, Investment, Real Estate Management, International Financial Management, Malaysian Futures and Options, Management of Financial Institutions and Securities Analysis and Portfolio Management.

A computer applications course is also offered to enable students to compete in the ever-changing information technology world. Students are encouraged to use computers as much as possible for their class assignments. In the final semester, students

need to do research which requires them to use analytical and writing skills in producing a project paper or thesis.

CAREER OPPORTUNITIES

Graduates have the opportunity to work at middle managerial and executive levels in financial institutions such as banks, stock broking firms, asset management firms, finance companies and other organisations.

• **BACHELOR OF BUSINESS ADMINISTRATION (HONS.) HUMAN RESOURCE MANAGEMENT**

PROGRAMME STRUCTURE

This programme was introduced in July 1992. It is designed to produce graduates who are knowledgeable and skilful in human resource management.

Among the courses offered are Strategic Management, Human Resource Development, Performance Management and Compensation Management, Industrial Relations and Social Issues.

Other courses available in this programme include Computer Applications, Public Speaking, Interviewing and Organising Social Projects. The students also have to undergo practical training.

CAREER OPPORTUNITIES

Graduates are able to find jobs at the middle managerial level or at executive level in any human resource department available in any organisation.

• BACHELOR OF BUSINESS ADMINISTRATION (HONS.) OPERATION MANAGEMENT

PROGRAMME STRUCTURE

This three-year programme started in 1994 and is designed for students who are interested in the operations function of the manufacturing or service sector. The unique characteristic of this programme is that it emphasises the managerial aspects of business operations. Among the courses offered are Project Management, Production Planning and Control, Purchasing and Inventory Management, Quality Management, Safety Management, Job Design, Operation Management in the Service Sector and Physical Supply and Distribution.

CAREER OPPORTUNITIES

Graduates have the opportunity to work at the managerial level in operations, logistics, purchasing and planning divisions.

• BACHELOR OF BUSINESS ADMINISTRATION (HONS.) RETAIL MANAGEMENT

PROGRAMME STRUCTURE

The Bachelor of Business Administration (Hons.) in Retail Management encompasses a broad set of subjects related to retailing, such as Understanding Shoppers, Retail Operations and Technology, Retail Logistics and Retail Strategies. Being a skills-based course, emphasis will be given on the practical aspects of retailing. Students are required to undergo a Retail Practicum during the final semester.

The course methodology includes not only lectures, but also video-taped role-playing case studies and field trips. The faculty provides a conducive environment in which students are expected to work in groups, conduct workshops and meet professionals. In addition, a retail-cum-training centre which has been in operation since June 1996 enables students to experience the practical side of retailing. As such, this course is tailored for current retailing needs.

CAREER OPPORTUNITIES

With recent development in the retailing sector, trained personnel in this field are in great demand.

Graduates of this programme can obtain jobs, such as merchandisers, operations managers, procurement managers, store managers or other related jobs in retailing.

• BACHELOR OF BUSINESS ADMINISTRATION (HONS.) INTERNATIONAL BUSINESS

PROGRAMME STRUCTURE

This three-year programme first started in July 1996 and is specially designed for students who intend to venture into international business. The programme aims to equip students with relevant knowledge on the ways companies and government bodies operate at international level. Students are also required to undergo a three-month practicum in an international based corporation (MNCs) during the last semester.

CAREER OPPORTUNITIES

Graduates have the opportunity to work at executive and middle management levels at multinational companies in the country or abroad.

• BACHELOR OF BUSINESS ADMINISTRATION (HONS.) ISLAMIC BANKING

PROGRAMME STRUCTURE

This programme was introduced in July 1999. This three-year programme is designed to produce professionals in the field of Islamic banking and finance.

CAREER OPPORTUNITIES

Graduates of this programme have a wide choice of job opportunities. They can work as managers or executives in banking organisations or other institutions, such as those dealing with finance, insurance and property.

- **DIPLOMA IN BUSINESS STUDIES**
- **DIPLOMA IN BANKING**
- **DIPLOMA IN INVESTMENT ANALYSIS**
- **DIPLOMA IN BUSINESS STUDIES (INSURANCE)**
- **DIPLOMA IN BUSINESS STUDIES (TRANSPORT)**

ENTRY REQUIREMENTS FOR ALL 5 DIPLOMA PROGRAMMES

SPM with credits in English, Mathematics and three (3) other subjects, and a pass in Bahasa Melayu or its equivalent.

- **DIPLOMA IN BUSINESS STUDIES**

PROGRAMME STRUCTURE

This programme started in July 1963. It is designed to provide graduates with a strong foundation in modern business practices. This is vital as Malaysia is undergoing rapid development in industrialisation. Professionals trained in business and management are therefore in high demand in the commercial and industrial sectors.

CAREER OPPORTUNITIES

Job opportunities at the middle level management are available in the banking sector and financial institutions.

- **DIPLOMA IN BANKING**

PROGRAMME STRUCTURE

This programme started in July 1967 and is designed to train students in the field of banking management and finance. During the first and second year, students are exposed to courses related to basic management and business concepts in areas, such as Economics, Accounting, Statistics and other related courses.

In the third year, emphasis is on the principles and current developments practised by different banking management and financial institutions in Malaysia.

OPPORTUNITIES FOR FURTHER STUDIES

Graduates of Diploma in Banking are given exemptions for a few subjects conducted by professional bodies, such as the Association of Institutes of Bankers (AIB) (UK) and the diploma is recognised by IBBM. These graduates can directly get into any of the third year (duration of programme is four years) of the BBA programmes at numerous universities in the United States of America.

CAREER OPPORTUNITIES

The banking sector and financial institutions provide career opportunities at the middle management level.

- **DIPLOMA IN INVESTMENT ANALYSIS**

PROGRAMME STRUCTURE

This programme started in July 1981. It is designed to train and develop professionals in the field of investment and securities.

OPPORTUNITIES FOR FURTHER STUDIES

Graduates are able to further their studies at the bachelor and master's level at several American universities.

CAREER OPPORTUNITIES

Graduates have the opportunity to work in securities firms, investment companies, banks and etcetera.

- **DIPLOMA IN BUSINESS STUDIES (INSURANCE)**

PROGRAMME STRUCTURE

This three-year programme started in July 1967. It is designed to provide students with an understanding of business related to the commercial and industrial sectors. It also offers knowledge in insurance education. The latter will give particular emphasis on the principles and practice of major classes of insurance.

CAREER OPPORTUNITIES

Job opportunities include supervisory and junior management positions in insurance companies, insurance broking firms, insurance agencies, loss adjusting firms,

FACULTY OF INFORMATION TECHNOLOGY AND QUANTITATIVE SCIENCES

INTRODUCTION

The Faculty started as the School of Actuarial Science, Statistics, Mathematics, Economics and Cybernetics (ASMEC) in 1966, at Institut Teknologi MARA (ITM) campus, Jalan Othman, Petaling Jaya. At the beginning, the School offered only external programmes that prepared students for examinations conducted by the Institute of Statisticians and the Institute of Actuaries, United Kingdom. In late 1969, the School introduced its first internal programme called Diploma in Computer Science.

In 1970, the School of ASMEC moved to a new campus in Shah Alam, after which it was renamed the School of Mathematical Sciences and Computing in 1974. Several external programmes were also gradually replaced by internal diploma programmes. At the same time, degree equivalent programmes were introduced. The first one was called Advanced Diploma in Statistics in 1980. A joint degree programme with Universiti Kebangsaan Malaysia was then introduced in 1985. The degree awarded was a B. Sc in Computer Science, (Hons.), (ITM-UKM).

In the late 90s, many ITM branch campuses began offering the School's new courses. For example, in 1985, the Diploma in Computer Science programme was offered at the branch campuses of Pahang, Perak and Terengganu, followed by Perlis in 1995, Sarawak in 2000 and Negeri Sembilan in 2001. In early 2003, the Diploma in Statistics and the Diploma in Quantitative Sciences

were introduced in Kelantan and Perak campuses, respectively.

The change in the ITM Act in 1996, allowed the institute to offer higher-level degree programmes, such as Masters and PhD. The School also renamed three of its advanced diploma programmes as Bachelor of Science with honours in their respective fields. By the time the School moved to its own building in Shah Alam in 1996, student enrolment had already numbered around 1,144.

In 1998, the Faculty began twinning programmes with a consolidation of colleges and also offered two franchise programmes, namely, Certificate in Programming and Diploma in Computer Science at several local colleges. It started its Masters and PhD programmes in the same year when ITM became UiTM in 1999. The School also came to be known as the Faculty of Information Technology and Quantitative Sciences. The number of programmes at the Bachelors level also increased with the introduction of four new programmes in 2001 and two more programmes, Bachelor of Science (Hons.) Computational Mathematics and Bachelor of Science (Hons.) Management Mathematics in June 2003. To date, student enrolment of this Faculty at the Shah Alam campus is 2,817.

PROGRAMMES

- CS 990 PhD (By Research)
- CS 780 Master of Science (By Research)
- CS 770 Master of Science in Information Technology
- CS 771 Master of Science in Quantitative Science

- CS 220 Bachelor of Science (Hons.) (Information Technology)
- CS 221 Bachelor of Science (Hons.) (Statistics)
- CS 222 Bachelor of Science (Hons.) (Actuarial Science)
- CS 223 Bachelor of Science (Hons.) (Intelligent Systems)
- CS 224 Bachelor of Science (Hons.) (Business Computing)
- CS 225 Bachelor of Science (Hons.) (Networking and Data Communication)
- CS 226 Bachelor of Science (Hons.) (Information Systems Engineering)
- CS 227 Bachelor of Science (Hons.) (Computational Mathematics)
- CS 228 Bachelor of Science (Hons.) (Management Mathematics)
- CS 110 Diploma in Computer Science
- CS 111 Diploma in Statistics
- CS 112 Diploma in Actuarial Science
- CS 113 Diploma in Quantitative Science
- CS 006 Certificate in Information Technology (Networking and Data Communication)
- CS 007 Certificate in Information Technology (Information Systems)
- CS 008 Certificate in Information Technology (Multimedia)
- CS 009 Certificate in Computer Programming

STUDENT INTAKE

June and November.

• **PhD (BY RESEARCH)**

PROGRAMME STRUCTURE

The Doctor of Philosophy is entirely research-based. It can be undertaken either on a full-time or a part-time basis. Its main objective is to provide a comprehensive training in a particular subject area through original exploration and experimentation, culminating in the preparation of a thesis of the research undertaken. This programme is suitable for those who wish to pursue a rigorous, in-depth investigation in order to develop new knowledge and theoretical perspectives. There will be support and guidance by a supervisor to help highly motivated individuals to extend and deepen their research interests through a process of focused academic enquiry. Candidates have to submit a thesis setting out the results of an original work to be examined.

A PhD is awarded to the candidate who has fulfilled all the graduation requirements.

ENTRY REQUIREMENTS

Master's degree from UITM in the area of specialisation to be pursued or
 Master's degree from other universities or any equivalent qualification from an institution approved by UITM

A candidate applying for admission into this programme is required to submit a research proposal in the area to be studied. An interview will determine a candidate's suitability in undertaking a research.

The acceptance of a candidate shall be at the discretion of the Senate of UITM, whose decision shall be final.

SIGNIFICANT AREAS OF SPECIALISATION

- Systems Development
- Web Programming
- Mathematics Education
- Forecasting
- Applied Statistics
- Econometrics
- Applied Mathematics
- Fuzzy Mathematics
- Functional Analysis
- Complex Analysis
- Nonlinear Time Series
- Network Security
- Wireless Communication
- Outlier and Change Points
- Language Transliteration
- Information Retrieval
- Multimedia Programming
- Signal Processing
- Integrated Approach in Mathematics Education
- Speech Recognition
- Quality Control
- Data Mining and Visualization
- Strategic Planning in Information Systems
- Quantitative Marketing
- IT Management
- Statistics Education
- Multivariate Analysis
- Decision Support System
- Multicriteria Decision Science

CAREER OPPORTUNITIES

Graduates of this programme will have an opportunity to be research scientists, research consultants, software specialists, managers or academics in the government and private sectors.

• **MASTER OF SCIENCE (BY RESEARCH)**

PROGRAMME STRUCTURE

The Master of Science programme is research-based and can be undertaken on a full-time or part-time basis. Its main objective is to provide a comprehensive training in a particular subject area through exploration and experiment, culminating in the preparation of a thesis of the research undertaken. The programme provides support and guidance that will help highly motivated individuals extend and deepen their research interests through a process of focused academic enquiry to a mastery level. A Master of Science is awarded for the successful completion of a period of supervised research. At the end of the programme, students submit a thesis setting out the results of an original work to be examined.

ENTRY REQUIREMENTS

Bachelor of Science (Hons.) from UITM in a related and appropriate area of specialisation or
 Bachelor's degree from other universities or an equivalent qualification in a related course of specialisation from an institution approved by UITM

A candidate applying for admission into this programme is required to submit a research proposal and attend an interview

The acceptance of a candidate shall be at the discretion of the Senate of UITM, whose decision shall be final

CAREER OPPORTUNITIES

Graduates of this programme will have an opportunity to be research scientists, research consultants, software specialists, managers or academics in the government and private sector.

• MASTER OF SCIENCE (INFORMATION TECHNOLOGY)

PROGRAMME STRUCTURE

The Master of Science in Information Technology (IT) is a one and a half year programme conducted full-time, or two (2) to five (5) years part-time. It offers a curriculum that provides a balanced approach to the training and educating of IT professionals.

Industries and organisations require IT professionals with a combined knowledge of information systems, management information systems, as well as development, data communications and networking skills. As such, the Master of Science programme in IT in UiTM incorporates both systems engineering and telecommunications.

CAREER OPPORTUNITIES

Master of Science graduates will be able to hold positions, such as information systems managers, systems engineers, network engineers, project managers, systems analysts, database administrators, IT managers, and other related professions. Demand for IT graduates is high and is expected to rise in line with the growth of IT industry globally.

ENTRY REQUIREMENTS

Candidates must possess an honours degree in any related field.

• MASTER OF SCIENCE (QUANTITATIVE SCIENCES)

PROGRAMME STRUCTURE

The Master in Quantitative Science is a full-time programme, which is designed for one and a half years or three consecutive semesters. The term Quantitative Science may be regarded as related to the use of logical and rational analyses related to complex decision-making. It also involves the construction of a mathematical model or a computer model to investigate the behavioral system of decision-making. This programme is designed to augment analytical and modelling expertise with strong computing and implementation skills. It provides a balanced study that addresses the issues of communication between decision makers, problem solvers and computer system builders.

CAREER OPPORTUNITIES

Graduates of Master of Quantitative Sciences should be able to hold positions, such as business researchers, systems engineers, ICT managers, market researchers and analysts, production managers, financial engineers and other related careers. Graduates who are knowledgeable and able to make analytical decisions, at the same time possessing skills in various computer applications, are increasingly in demand in Malaysian industries today. The programme's curriculum has been designed to fulfil the country's need for knowledge-workers in all national economic sectors.

ENTRY REQUIREMENTS

Candidates should possess a recognised first degree in any of the following areas: statistics, information technology, actuarial science, mathematics, systems science, actuarial science, business management and computing, engineering or any of the pure science disciplines.

• BACHELOR OF SCIENCE (HONS.) (INFORMATION TECHNOLOGY)

PROGRAMME STRUCTURE

The programme is taught in six semesters. It offers a curriculum that provides a balanced approach to the education and training of IT professionals.

Industries and organisations require IT professionals with knowledge of information systems, as well as development skills and capability in data management, data communications and networking. This programme is designed to cover the disciplines of information engineering, as well as telecommunications.

CAREER OPPORTUNITIES

BSc (Hons.) (Information Technology) graduates are qualified to hold the following jobs: information systems managers, systems engineers, network engineers, systems analysts, database administrators, information technology managers and other related professions. The demand for information technology graduates is high and is expected to rise with the growth of information technology industries.

ENTRY REQUIREMENTS

Diploma in Computer Science/IT from UiTM or other accredited institutions, with a CGPA of at least 2.50. Applicants with a CGPA less than 2.50 but have at least one (1) year working experience in related areas may be considered. Candidates may also apply for credit exemptions.

or

A pass in STPM with at least:
Principal E in General Paper
Principal E in Mathematics
Principal E in another subject or a subsidiary in two (2) other subjects

and

A credit in Bahasa Melayu and Additional Mathematics in SPM

Preference will be given to those who have taken computing courses at STPM

or

A Pass in four (4) Matriculation subjects, including Mathematics

• **BACHELOR OF SCIENCE (HONS.) (STATISTICS)**

PROGRAMME STRUCTURE

The programme is taught in six semesters. It equips students with a comprehensive knowledge of statistics and scientific research. Topics in the curriculum, include Regression Analysis, Multivariate Analysis, Managerial Economics, Quantitative Financial Management, Marketing Models and Management Accounting.

At the end of the programme, students are required to attend an industrial training programme arranged by the faculty.

This programme prepares students for a career in the government, the private sector and in business. It also prepares students who wish to further their studies in the field of statistics or any of the related fields.

CAREER OPPORTUNITIES

Bachelor of Science (Hons.) (Statistics) graduates can be employed as statisticians in the corporate and public sectors or in academic institutions. They can also serve as bank officers, administrative officers, quality control officers, executives and in other related professions.

ENTRY REQUIREMENTS

Diploma in Statistics from UITM, with a CPGA of at least 2.50 or at least two (2) years working experience in a related area if CGPA is less than 2.50

or

Diploma from other institutions of higher learning recognised by the Public Services Department, with a CGPA of at least 2.75 and obtained at least a Grade B in Mathematics. Candidates may request credit exemptions.

or

STPM with at least:
Principal E in General Paper
Principal E in Mathematics
Principal E in another subject, or a subsidiary R in two other subjects

or

A Matriculation Certificate, with a CGPA of at least 2.5 and at least a Grade B in Mathematics

or

A foreign certificate equivalent to A-Levels

• **BACHELOR OF SCIENCE (HONS.) (ACTUARIAL SCIENCE)**

PROGRAMME STRUCTURE

This is a three-year programme. It covers courses which are part of the Associateship curriculum of the Society of Actuaries and offers subjects, such as Economics, Finance and Accounting. The programme aims to produce graduates who can fulfil the demands of the financial service industries, especially the insurance industry.

CAREER OPPORTUNITIES

Bachelor of Science (Hons.) (Actuarial Science) graduates can be absorbed in the government or private sectors, such as the

insurance industry, actuarial consulting firms, stock exchange firms and banks. They are responsible for statistical investigations on mortality, interest rates, determination of premium rates and surrender values, the valuation of assets and liabilities, and etcetera.

ENTRY REQUIREMENTS

Diploma in Actuarial Science with a CGPA of at least 2.50 or at least two years working experience in a related area if CGPA is less than 2.50

or

Diploma in a related field from other institutions recognised by the Government, with a CGPA of at least 2.75, and obtained at least a Grade B in Mathematics

and

Candidates are required to take prerequisite courses in Actuarial Science. Candidates can be considered for some credit exemptions.

or

STPM with at least
Principal E in General Paper
Principal E in Mathematics
Principal E in another subject or a subsidiary R in two other subjects

and

A credit in Bahasa Melayu and Mathematics in SPM

or

A Matriculation Certificate with a CGPA of at least 2.50 and at least a Grade B in Mathematics

or

A foreign certificate equivalent to A-Levels

• BACHELOR OF SCIENCE (HONS.) (INTELLIGENT SYSTEMS)

PROGRAMME STRUCTURE

This three-year programme is designed primarily to train students to develop intelligent systems and to integrate intelligent techniques in information systems. It emphasises analytical thinking and programming.

Students are not only taught intelligent systems courses, but also other related courses that will enable them to integrate intelligent techniques in various applications.

An integral part of the programme requires students to undergo industrial training in a working environment in selected organisations.

CAREER OPPORTUNITIES

Graduates of this programme may be employed as software engineers who are able to develop intelligent systems or integrate artificial intelligence in developing information systems, whether in the public or private sectors. Other areas of employment are manufacturing, finance, transportation and agriculture.

ENTRY REQUIREMENTS

Diploma in Computer Science / Statistics / Engineering / Science from UiTM, or other accredited institutions with a CGPA of at least 2.50. Candidates with a CGPA of less than 2.50, but have at least one year working experience in related areas may be considered

or

STPM with at least:

Principal E in General Paper
Principal E in Mathematics
Principal E in another subject or a subsidiary in two other subjects

and

A credit in Bahasa Melayu and Additional Mathematics in SPM

Preference will be given to those who have taken computing courses at STPM

or

A pass in four Matriculation subjects, including Mathematics

• BACHELOR OF SCIENCE (HONS.) (BUSINESS COMPUTING)

PROGRAMME STRUCTURE

This is a three-year programme, which is intended to provide students with necessary knowledge in the field of business computing in order to enhance their managerial decision making performance. In addition, it also provides exposure to computing and management in the electronic commerce environment. Through this programme, students will be able to understand and analyse business situations from the managerial viewpoint, as well as provide feasible business solutions through an understanding of available technology.

CAREER OPPORTUNITIES

Among the many jobs that may be filled by graduates of this programme are e-commerce technology managers, business systems consultants, service support executives and marketing executives. Graduates of this programme should be easily absorbed into all relevant business sectors.

ENTRY REQUIREMENTS

Diploma from UiTM or any accredited institution with a CGPA of at least 2.5. Candidates with a CGPA of less than 2.5, but have at least one (1) year relevant working experience may be considered. Candidates may request credit exemptions

or

STPM with at least:
Principal E in General Paper
Principal E in another subject and a subsidiary R in two other subjects
A pass in Additional Mathematics

and

A credit in Bahasa Melayu and Mathematics at SPM

Priority will be given to candidates who have taken computing courses at STPM

or

A pass in four Matriculation subjects, including Mathematics

• BACHELOR OF SCIENCE (HONS.) (DATA COMMUNICATIONS & NETWORKING)

PROGRAMME STRUCTURE

This is a three-year programme of six semesters. The programme gives equal emphasis on both the theory and practical aspects of information technology, especially those involving data communications and networking. In addition, the programme also encompasses the application aspects of data communication and networking. This includes management and operation. The approach adopted in designing the curriculum is therefore multi-disciplinary.

CAREER OPPORTUNITIES

Graduates of this programme can hold positions such as LAN managers, network operation engineers, network designers, customer support staff and software engineers.

ENTRY REQUIREMENTS

Diploma in Computer Science / Electronics from UiTM or any other recognised institutions, with a CGPA of at least 2.50. Candidates with a CGPA of less than 2.5, but have at least one year working experience in a related field will also be considered. Candidates may request credit exemptions

or

STPM with at least:
Principal E in General Paper
Principal in Mathematics
Principal in another subject or a subsidiary in two other subjects

and

A credit in Bahasa Melayu and Mathematics in SPM

Priority will be given to candidates who have taken computing courses at STPM

or

A pass in four Matriculation subjects, including Mathematics.

• BACHELOR OF SCIENCE (HONS.) (INFORMATION SYSTEMS ENGINEERING)

PROGRAMME STRUCTURE

This is a three-year programme of six semesters. It focuses on producing graduates with extensive knowledge and skills in information technology that will enable them to be systems designers and developers in

the environment of distributed network computing parallel with the current expansion of information technology. The programme also provides students computational skills, (through the engineering discipline) using data communications and networking tools.

CAREER OPPORTUNITIES

Graduates of this programme may be employed as software engineers, information systems engineers, information systems officers, programmers, systems designers, systems developers and IT project managers. There are also job opportunities in support areas, such as marketing, sales, management consultancy and systems support.

ENTRY REQUIREMENTS

Diploma in Computer Science / Electronics / Engineering / Science from UiTM, or other accredited institutions with a CGPA of at least 2.50. Candidates with a CGPA of less than 2.50, but have at least one year working experience in a related area may be considered. Candidates may request credit exemptions.

or

STPM with at least:
Principal E in General Paper
Principal in Mathematics
Principal in another subject or a subsidiary in two other subjects

and

A credit in Bahasa Melayu and Mathematics in SPM

or

A pass in four Matriculation subjects, including Mathematics.

• BACHELOR OF SCIENCE (HONS.) (COMPUTATIONAL MATHEMATICS)

PROGRAMME STRUCTURE

This is a three-year programme of six semesters. It equips students with a comprehensive knowledge of mathematics and computer science. Apart from that, it also produces students who are innovative and skilful in using various applications of ICT.

CAREER OPPORTUNITIES

Graduates of this programme have the opportunity to be industrial engineering analysts, project managers, product designers and software specialists.

ENTRY REQUIREMENTS

Diploma in Quantitative Sciences / Statistics / Actuarial Science / Computer Science from UiTM, or other accredited institutions with a CGPA of at least 2.50

or

Other diploma from UiTM or other institutions accredited by the Government of Malaysia that have sufficient courses in mathematics and information technology with a CGPA at least 2.50

or

STPM with a full certificate and at least 3 principals, including Mathematics and General Paper or at least 2 principals, including Mathematics and General Paper and 2 subsidiary papers

or

A pass in a Matriculation Programme conducted by the Ministry of Education Malaysia with a pass in all Mathematics subjects and in another subject (priority will be given to Physics) with a CGPA of at least 2.50

- **BACHELOR OF SCIENCE (HONS.) (MANAGEMENT MATHEMATICS)**

PROGRAMME STRUCTURE

This is a three-year programme of six semesters. It is designed to provide students with the necessary knowledge in mathematics with a specialisation in the area of management science. Therefore, graduates of this programme will be able to use the approach of three disciplines: mathematics, statistics and operation research in their career. The approach is to study mathematical topics in an applied form, emphasising links with real-life problems whenever possible. The students will also be exposed to mathematical and quantitative techniques using computer applications that will help them make efficient and effective decisions.

CAREER OPPORTUNITIES

Among the jobs that graduates of this programme may qualify for are business analysts, research managers, production managers, operations managers, systems analysts, operations analysts, research analysts and financial analysts.

ENTRY REQUIREMENTS

Diploma in Quantitative Sciences / Statistics / Actuarial Science / Computer Science from UiTM, or other accredited institutions with a CGPA of at least 2.50

or

Other diploma from UiTM, or other institutions accredited by the Government of Malaysia that have sufficient courses in mathematics and information technology, with a CGPA of at least 2.50

or

A pass in STPM with a full certificate and at least 3 principals, including Mathematics and General Paper, or at least 2 principals, including Mathematics and General paper and 2 subsidiary papers

or

A pass in a Matriculation Programme of the Malaysian Ministry of Education, with a pass in all Mathematics subjects and in another subject (priority given to Economics), with a CGPA of at least 2.50

- **DIPLOMA IN COMPUTER SCIENCE**

PROGRAMME STRUCTURE

This three-year programme is designed to train students in the scientific and commercial applications of computers to meet the increasing demand for personnel in this field. It also aims at giving students knowledge of the computer world, especially computer applications and skills in computer programming.

Students in the final semester will be required to undergo four months practical training in selected organisations. During this training period, students are expected to gain experience not only in systems analysis and design, but also in its applications in various computer departments.

This programme also ensures that students have sufficient knowledge in computer science to enable them to pursue studies at degree level.

CAREER OPPORTUNITIES

The Diploma in Computer Science graduates usually work as programmers, web

designers, networking and mobile computing experts, systems engineers, software engineers and other related professions.

ENTRY REQUIREMENTS

SPM or the equivalent, with 5 credits in the following subjects:
Credit in Bahasa Melayu and a pass in English, or credit in English and a pass in Bahasa Melayu
Credit in Mathematics
Credit in one of the following science subjects:
Chemistry
Physics
Additional Science
Credit in two other subjects
and
Pass in Additional Mathematics

or

SPM and a Certificate in Computer Programming or a Certificate in Information Technology from UiTM, or its equivalent with a CGPA of 2.70 or above, and at least one year working experience in a related field

or

Pass in a Pre-Science course (KP08)

- **DIPLOMA IN STATISTICS**

PROGRAMME STRUCTURE

This three-year programme is designed to train students in the field of statistics, with emphasis on statistical concepts, problem solving using statistical techniques and computing skills.

In addition to statistical subjects, students are also taught related subjects so that they will be able to pursue their careers in other fields, such as information technology, finance and marketing.

To complete this course, students are to undergo one semester of practical training in selected organisations.

CAREER OPPORTUNITIES

Graduates of this programme can find suitable employment as statistical officers, research assistants, bank officers and executive officers in government agencies and the private sector.

ENTRY REQUIREMENTS

SPM or the equivalent, with five (5) credits in the following subjects:

Credit in Bahasa Melayu and a pass in English or credit in English and a pass in Bahasa Melayu
Credit in Mathematics
Credit in one (1) science subject
Credit in two (2) other subjects
and

Pass in Additional Mathematics

or

SPM or the equivalent, with at least a pass in Mathematics and a credit in three (3) other subjects
and

Three (3) years working experience in a related field

or

Pass in a Pre Science course (KP08)

• DIPLOMA IN ACTUARIAL SCIENCE

PROGRAMME STRUCTURE

This three-year programme trains students in the field of actuarial science. It covers courses, which are part of the Associateship curriculum of the Society of Actuaries and offers subjects like economics, finance and accounting. The programme aims to produce students who are skilful and knowledgeable in preparing valuation and other statutory reports relating to insurance, takaful, employees' social security programmes,

employees' compensation schemes, pension schemes, demographic studies, and ecetera.

It also prepares students for professional examinations conducted by professional actuarial bodies, like Societies of Actuaries, USA (SOA) and the Institute of Actuaries, (UK).

CAREER OPPORTUNITIES

A majority of the graduates are absorbed into the public and private sectors, such as insurance companies, actuarial consulting firms, banks and other financial institutions, like security firms. Their tasks, include handling statistical investigations relating to mortality, interest and premium rates, surrender values, valuation of assets and liabilities.

ENTRY REQUIREMENTS

SPM or the equivalent, with five (5) credits in the following subjects:

Credit in English and a pass in Bahasa Melayu
Credit in Mathematics
Credit in three (3) other subjects
and
Pass in Additional Mathematics

or

At least one (1) principal in STPM and a credit in Mathematics at SPM

or

Pass in a Pre Science course (KP08)

Pass in Additional Mathematics

or

SPM with at least a pass in mathematics and a credit in three (3) other subjects.

and
Three (3) years working experience in a related field

or

Pass the Pre-Science course (KP08)

• DIPLOMA IN QUANTITATIVE SCIENCE

PROGRAMME STRUCTURE

This programme prepares highly knowledgeable and skilful semi-professional graduates in the field of quantitative sciences which are integrated with computing, and who are capable of applying suitable quantitative techniques and methods for doing analysis, research, forecasting and planning, and who are consequently able to make smart, accurate decisions in an industrial environment.

It also prepares graduates who wish to pursue a degree in the field of quantitative sciences conducted by the faculty, or other institutes of higher learning or other related bachelor of science degree programmes.

CAREER OPPORTUNITIES

Graduates of this programme will have the opportunity to work in financial institutions, manufacturing industries, banking, marketing and business and management in the public and private sectors in the following jobs: quantitative research assistance, IT support executives, customer service executives, statistics researchers, market research executives, quality control executives, EDP operations support analysts, assistant business analysts, programmers, production supervisors/operators, training executives, and bank executives.

OPPORTUNITIES FOR FURTHER STUDIES

Graduates of this diploma programme could pursue their studies locally or overseas in the

following degree programmes:

- a. BSc (Hons.) (Management Mathematics)
- b. BSc (Hons.) (Computational Mathematics)
- c. BSc (Hons.) (Industrial Computing)
- d. BSc (Hons.) (Industrial Mathematics)
- e. BSc (Hons.) (Statistics)
- f. BSc (Hons.) (Actuarial Science)

and any degree programmes related to Information Technology which are offered at this Faculty.

ENTRY REQUIREMENTS

SPM or its equivalent with five (5) credits in the following subjects:
Credit in Bahasa Melayu and a pass in English or credit in English and a pass in Bahasa Melayu
Credit in Mathematics
Credit in three (3) other subjects

and

Pass in Additional Mathematics

or

SPM with at least a pass in Mathematics and a credit in three (3) other subjects
and
Three (3) years working experience in a related field

or

Pass the Pre-Science course (KP08)

• CERTIFICATE IN INFORMATION TECHNOLOGY

- NETWORKING AND DATA COMMUNICATIONS

- INFORMATION SYSTEMS

- MULTIMEDIA

PROGRAMME STRUCTURE

This programme is designed to equip students with theoretical knowledge and practical expertise in the fields of multimedia, information systems, networking and data communication. It also exposes students to aspects of component computer hardware and software needed in transferring data.

CAREER OPPORTUNITIES

Certificate holders can work in traditional IT areas, such as manufacturing, business, banks, engineering, education, entertainment, transportation, and etcetera. They can be computer programmers, multimedia interface designers, website masters, computer network administrators and other related professions.

ENTRY REQUIREMENTS

Certificate in Information Technology (Multimedia)

Certificate in Information Technology (Information system)

SPM with at least 4 credits, including Mathematics and a pass in English

or

SPM with at least one (1) year working experience in an Information Technology related industry

or

At least three (3) years working experience in an Information Technology related industry

or

Pass in any of the three Information Technology Certificates offered at the faculty

Certificate in Information Technology (Networking and Data Communication)

SPM with at least 4 credits, including Mathematics and a pass in English

and

At least one (1) year working experience in an Information Technology related industry

or

At least three (3) years working experience in an Information Technology related industry

or

Pass in any of the three Information Technology Certificates offered at the faculty.

• CERTIFICATE IN COMPUTER PROGRAMMING

PROGRAMME STRUCTURE

This programme introduces the usage of computer in solving daily problems.

CAREER OPPORTUNITIES

Certificates holders can be computer programmers in the private sector.

ENTRY REQUIREMENTS

SPM with at least two (2) credits, including Mathematics.

or

SPM with at least one (1) year working experience in an Information Technology related industry

or

At least three (3) years working experience in an Information Technology related industry

or

Pass in any of the three Information Technology Certificates offered at the faculty.

Faculty of Civil Engineering

PhD in Civil Engineering
Master of Science (Civil Engineering)
Bachelor of Engineering (Hons.) Civil
Diploma in Civil Engineering
Diploma in Civil Engineering (Construction)
Diploma in Civil Engineering (Building Services
and Maintenance)
Diploma in Civil Engineering (Engineering
Survey)



Address **Faculty of Civil Engineering**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

- **DIPLOMA IN CIVIL ENGINEERING**

- **CONSTRUCTION**
- **BUILDING SERVICES & MAINTENANCE**
- **ENGINEERING SURVEY**

CAREER OPPORTUNITIES

Graduates of the Diploma in Civil Engineering programme are qualified to work as technical assistants in the public sector or as assistant engineers in the private sector. Based on their technical and planning skills, graduates can embark on entrepreneurial activities and start their own businesses.

ENTRY REQUIREMENTS FOR ALL 4 DIPLOMA PROGRAMMES

SPM or other equivalent qualifications recognised by the Malaysian Government with 5 credits, including :

Mathematics

2 credits and a pass in one of the following

subjects :

Additional Mathematics

Physics

Chemistry

2 credits from any other subjects

A Pass in Bahasa Melayu and English

or

A pass in a Pre-Science programme with the required result

or

A pass with a certificate from a Polytechnic or other equivalent institutions of higher learning recognised by the Malaysian Government with a grade B in Mathematics and Engineering Science.

- **DIPLOMA IN CIVIL ENGINEERING**

PROGRAMME STRUCTURE

This programme offers basic courses, such as Mathematics, Physics, Chemistry and Computing in the first year. During the second year, emphasis is placed on courses with analytical content in Civil Engineering, including courses such as Structures, Fluid Mechanics, Hydraulics, Hydrology, Soil Mechanics, Transport and Construction Management.

In the third year, students will study courses, such as Structural Analysis and Structural Design. Each student will take a design project course with emphasis on solution using software, to be carried out in groups. Other courses, include Building Services and Civil Engineering Quantities.

- **DIPLOMA IN CIVIL ENGINEERING (CONSTRUCTION)**

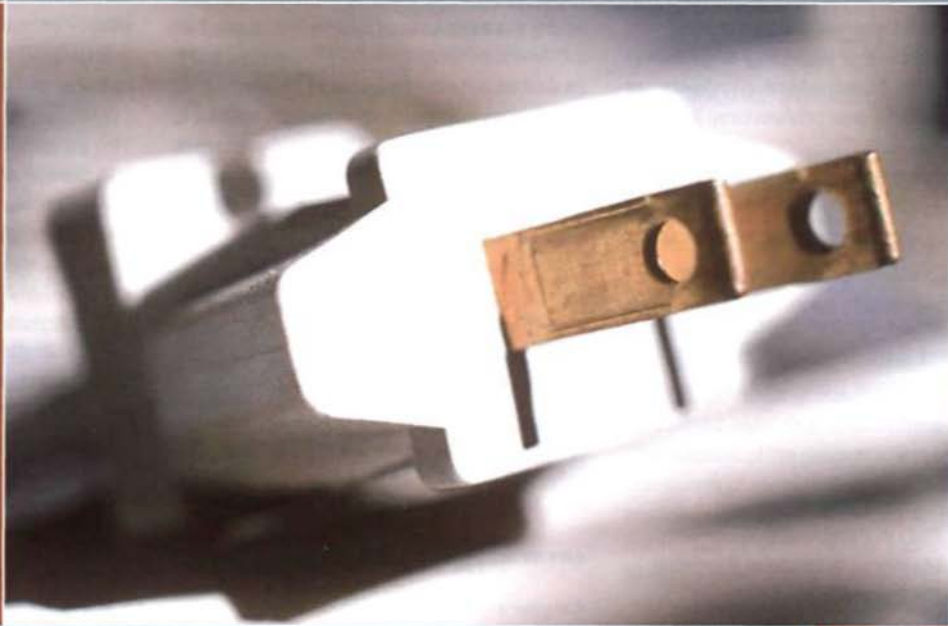
- **DIPLOMA IN CIVIL ENGINEERING (BUILDING SERVICES AND MAINTENANCE)**

- **DIPLOMA IN CIVIL ENGINEERING (ENGINEERING SURVEY)**

PROGRAMME STRUCTURE

These programmes offer basic courses, such as Mathematics, Physics, Chemistry and Computing in the first year. During the second year, emphasis is placed on courses with analytical content in Civil Engineering, including courses such as Structures, Fluid Mechanics, Hydrology, Hydraulics, Soil Mechanics, Transport and Construction Management. In the final year, students will be exposed to courses pertaining to a particular specialisation.

Faculty of Electrical Engineering



Ph.D in Electrical Engineering
Master of Science in Electrical Engineering
Bachelor of Engineering (Hons.) Electrical
Diploma in Electrical Engineering (Electronics)
Diploma in Electrical Engineering (Power)
Diploma in Electrical Engineering (Instrumentation)

Address **Faculty of Electrical Engineering**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

Tel. No : **+603 5543 5052** Fax No : **+603 5543 5077** E-mail : dekanfkje@salam.uitm.edu.my

- **DIPLOMA IN ELECTRICAL ENGINEERING (POWER)**

PROGRAMME STRUCTURE

This programme is offered due to the increasing demand for personnel in the power engineering industry. The programme duration is three years, consisting of six semesters. In the first year, students are given a strong foundation in mathematics and science courses. In the second year, the basic theories of electrical engineering, such as the circuit theory and power engineering subjects are taught. In the final year, students can specialise in their field of interest.

- **DIPLOMA IN ELECTRICAL ENGINEERING (INSTRUMENTATION)**

PROGRAMME STRUCTURE

This programme is offered so that students can be trained and graduates are readily available for the control and process industries. The duration of the programme is three years, consisting of six semesters.

Faculty of Mechanical Engineering

PhD in Mechanical Engineering
Master of Mechanical Engineering
Bachelor of Engineering (Hons.) Mechanical
Diploma in Mechanical Engineering



Address **Faculty of Mechanical Engineering**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF MECHANICAL ENGINEERING

INTRODUCTION

The Faculty of Mechanical Engineering was established in 1996. It was formerly known as the Department of Mechanical Engineering, which was set up in 1968 with the aim of training undergraduates in mechanical engineering in order to fill the need for mechanical engineers in the country. In the early stage of its establishment, the Department of Mechanical Engineering offered only two programmes of study: the Diploma in Mechanical Engineering and the Advanced Diploma in Mechanical Engineering.

Prior to May 2003, the faculty offered four diploma programmes. However, the current need for manpower in the industrial sector has led to further developments in the faculty. The faculty now offers only one diploma programme, the Diploma in Mechanical Engineering with four optional modules in the final year for students to choose from i.e. the general mechanical engineering, manufacturing engineering, automotive engineering and aerospace engineering. The revised diploma programme ensures a strong foundation in mechanical engineering principles, while students will be equipped with the skills and knowledge needed before embarking on options of their interest. Apart from the diploma programme, the faculty also offers a degree and two postgraduate programmes

EM 990 PhD in Mechanical Engineering
EM 780 Master of Mechanical
Engineering

EM 220 Bachelor of Engineering (Hons.)
Mechanical
EM 110 Diploma in Mechanical
Engineering

STUDENT INTAKE

June and November.

Candidates may choose to enrol as full-time or part-time students for any of the programmes offered. The duration of the full-time diploma programmes is three years and that of the part-time programmes is four years. The minimum period of study for postgraduate programmes is one and a half years for the masters degree and three years for the doctoral degree.

CAREER OPPORTUNITIES

Mechanical engineers are required in many established and new industries, as well as in most engineering sectors.

• PhD IN MECHANICAL ENGINEERING

PROGRAMME STRUCTURE

The doctoral programme in the Faculty of Mechanical Engineering was first introduced in June 1999. It is intended for those graduates with a master's degree, who want to pursue research activities leading to the award of a PhD. Experienced and qualified lecturers will supervise the PhD candidates. The areas of research offered include energy, thermodynamics, fluids, materials engineering, manufacturing and engineering management.

The research activities for the PhD will be carried out either in the Faculty of Mechanical Engineering or outside the faculty. The minimum period of study is three years and research may be carried out either on a full-time or part-time basis.

ENTRY REQUIREMENTS

A Master's Degree in Engineering or one of the Physical Sciences from a recognised university or other institutions of higher learning recognised by UiTM.

• MASTER OF MECHANICAL ENGINEERING

PROGRAMME STRUCTURE

The Mechanical Engineering Faculty now offers postgraduate programmes. Its objectives are to upgrade the nation's technological level and to provide the necessary base for future technological developments in the country. At the same time, these programmes will help to increase the quality of undergraduate programmes and will provide more linkages and interactions with industries and the public sector.

The faculty has a wide range of well-equipped modern laboratories, computing facilities and competent faculty members with various ME background. This is a research-based programme leading to the award of the Master's of Science. The minimum period of study is one and a half years. Graduates may further their studies towards a doctoral degree.

ENTRY REQUIREMENTS

Professional experience would be an advantage; a good Bachelor of Engineering (Hons.) Mechanical or an equivalent qualification from a university recognised by UiTM.

- **BACHELOR OF ENGINEERING (HONS.) MECHANICAL**

PROGRAMME STRUCTURE

The degree in mechanical engineering is a branch of engineering studies, which is broad based and closely related to the needs of the industries. This programme is offered to students who are interested in pursuing their studies in this field. The duration of the study is four years covering over eight semesters. It is hoped that this programme would give a strong foundation and broad coverage of mechanical engineering subjects.

PROFESSIONAL RECOGNITION

The Bachelor of Engineering (Hons.) Mechanical is recognised by the Malaysian government. Graduates are eligible to register as engineers with the Board of Engineers, Malaysia (BEM) and the Institution of Engineers, Malaysia (IEM) and they qualify to sit for the professional examination of Professional Engineers (P. Eng.) upon completion of graduate training.

CAREER OPPORTUNITIES

Graduates can choose to work either with the government or in the private sector. Due to good economic growth there is a training need for mechanical engineers in the industries, thus ensuring employment

opportunities for mechanical engineering graduates.

ENTRY REQUIREMENTS

2 principals and 1 subsidiary at STPM

or
Matriculation with a CGPA of at least 2.50 or above

or

Diploma in Mechanical Engineering from UiTM or an equivalent qualification with a CGPA of at least 2.50

or

a CGPA of 2.30 to 2.50 with recognised working experience

or

a degree in one of the physical sciences or IEM/ BEM EC/UK Part (1) which is recognised by UiTM (Candidates must sit for compulsory papers at the diploma level recommended by the faculty.)

- **DIPLOMA IN MECHANICAL ENGINEERING**

PROGRAMME STRUCTURE

The Diploma in Mechanical Engineering is offered to SPM candidates and those with Certificates from Polytechnics. It is a three-year programme, which has six semesters. It has recently been restructured so that a strong foundation in mechanical engineering principles is provided to students in the first two years of their study. In the final year of study, students can opt to take modules of their interest within the four fields of specialisation, namely general mechanical engineering, manufacturing engineering, automotive engineering and aerospace engineering.

CAREER OPPORTUNITIES

Graduates of the Diploma in Mechanical Engineering may work as assistant engineers or technical assistants in either the public or the private sector. They can work in the production or processing industries, services and industrial management sectors. In Malaysia, job opportunities are available in aircraft maintenance, aircraft components manufacturing and management. Some job opportunities are also available in power generation industries.

ENTRY REQUIREMENTS

SPM or an equivalent, with a minimum of five credits in the following:

a credit in Mathematics;
a credit in Additional Mathematics or Physics or Chemistry (Candidates must pass all three subjects.)
three credits in other subjects;
and
a pass in Bahasa Melayu and English

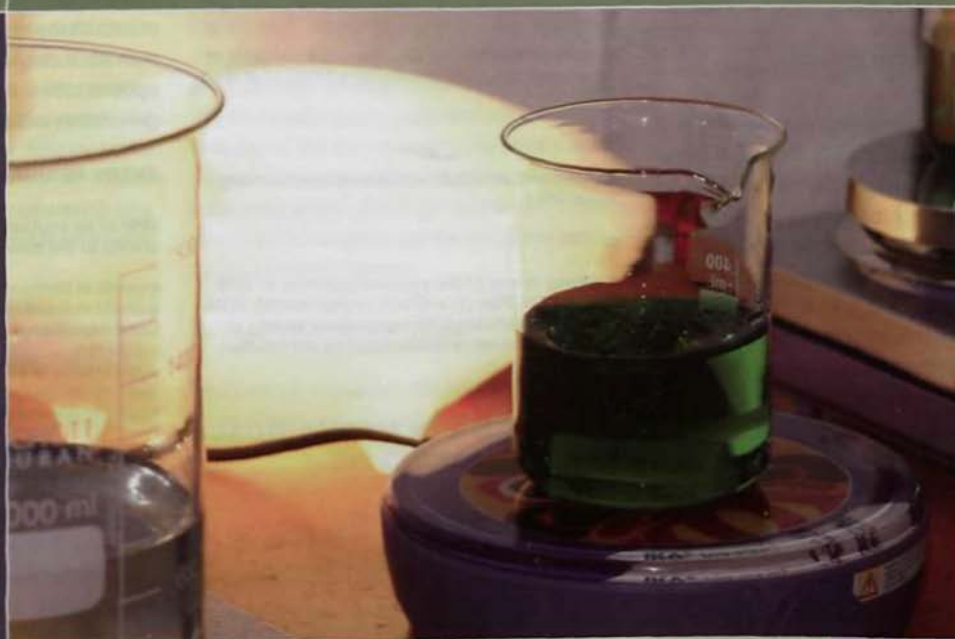
(Priority will be given to the candidates with distinction in Additional Mathematics and Physics)

or

A good pass in the UiTM Pre-Science course

Faculty of Chemical Engineering

PhD in Chemical Engineering
Master of Chemical Engineering
Bachelor of Engineering (Hons.) Chemical
Diploma in Chemical Engineering



Address **Faculty of Chemical Engineering**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF CHEMICAL ENGINEERING

INTRODUCTION

The Faculty of Chemical Engineering was established in June 2003 with the aim of being the leading institution producing professionals and ethical chemical engineers. It started as a department in the Faculty of Mechanical Engineering in June 2000 when the Programme of Bachelor in Engineering (Hons.) Chemical was launched.

The academic programmes offered at the faculty are in line with developments in science and technology and industrial needs, with the aim of providing the highest level of chemical engineering education. The programmes offered are as follows.

- EH990 PhD in Chemical Engineering
- EH780 Master of Chemical Engineering
- EH220 Bachelor of Engineering (Hons.)
Chemical
- EH110 Diploma in Chemical Engineering

STUDENT INTAKE

June and November

Candidates may choose to enrol as full-time or part-time students for EH780 and EH990, but only as full-time students for EH110 and EH220.

CAREER OPPORTUNITIES

By the year 2020, Malaysia has a vision to be an advanced industrialised country. The abundance of natural resources in the country, such as palm oil, natural gas, crude oil and rubber will definitely be the driving

force towards realising the vision. In line with this vision, there exists a need for semi-professionals and professionals, as well as innovative chemical engineers in the country to work in tandem with developments in the chemical industry.

In fulfilling this need, the Faculty becomes one of the key players in providing practitioners with the knowledge and ability to operate at middle, professional and managerial levels in the chemical industry either in the private sector or government agencies. Students with a diploma may be employed as process technicians in chemical plants, production supervisors and assistant research officers. As for undergraduate and postgraduate students, they may be accepted as process engineers, waste treatment consultants, quality control managers, production executives and also as researchers in research and development in both the public and private sectors.

• PHD IN CHEMICAL ENGINEERING

PROGRAMME STRUCTURE

The doctoral programme in the Faculty of Chemical Engineering began its intake in December 2002. The research training will enable postgraduate students to be competent professionals upon graduation and be actively involved in the R & D section of industries. The areas of specialisation are:

- Advanced technology in the production and application of activated carbon
- Corrosion inhibition
- Super critical extraction of herbs
- Industrial waste treatment (gases, wastewater and solids)

- Advanced composting technology
- Automotive catalytic converter
- Hygienic working place

All areas of research are supported by state-of-the-art equipment and excellent IT and library facilities.

DURATION

Full-time	3 - 4 years
Part-time	4 - 6 years

ENTRY REQUIREMENTS

A Master's Degree in Engineering or equivalent from institutions of higher learning recognised by UiTM,

Candidates are required to submit a research proposal and attend an interview organised by the Institute of Graduate Studies.

Candidates are strongly encouraged to discuss with tentative supervisor (s) before preparing the research proposal.

• MASTER OF CHEMICAL ENGINEERING

PROGRAMME STRUCTURE

The Faculty of Chemical Engineering began offering the postgraduate programme in December 2002. The faculty aims towards producing chemical engineering graduates who can meet the demand of industries and contribute towards global technological advancement.

The faculty has a wide range of well-equipped modern laboratories, computing facilities and a strong staff comprising of well qualified chemical engineers. The minimum period of study is one year and research may be carried out either on a full-time or part-time

Faculty of Hotel & Tourism Management

PhD

M.Sc. in Hotel Management (By Research)

M.Sc. in Tourism Management (By Research)

M.Sc. in Food Service Management

(By Research)

Bachelor of Science (Hons.) Hotel Management

Bachelor of Science (Hons.) Tourism Management

Bachelor of Science (Hons.) Food Service

Management



Address **Faculty of Hotel and Tourism Management**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

Diploma in Hotel Management

Diploma in Tourism Management

Diploma in Food Service Management

Diploma in Culinary Arts

Certificate in Hotel Operations

Certificate in Travel Operations

FACULTY OF HOTEL AND TOURISM MANAGEMENT

INTRODUCTION

The Faculty of Hotel and Tourism Management was formed in 1967 and is the pioneer faculty in Malaysia which offers a hospitality study programme. This field is expanding very fast in this country, as can be seen in the increase in the number of international hotels and efforts to boost the tourism industry. The faculty's focus is in line with the country's aspiration to produce graduates in the field of hospitality.

With a strong curriculum, which is reviewed by advisory panels comprising those in the hospitality industry, the faculty is proud of its graduates who have succeeded in getting important posts in the profession. The faculty is able to train students in a "real life" environment, since it has the entire necessary infrastructure, including the UiTM Hotel.

The Faculty runs its programmes in the main campus, Shah Alam and five other branch campuses, namely Dungun, Pulau Pinang, Sarawak, Sabah and Melaka. It has a total enrolment of 3000 full-time students.

The Faculty of Hotel and Tourism Management offers the Doctor of Philosophy and its M.Sc. programmes to those seeking a career in the teaching and research of the hospitality / tourism management field. There are 3 areas under the M.Sc. programme: Hotel Management, Tourism Management and Food Service Management.

PROGRAMMES

HM 990	PhD
HM 780	M.Sc. in Hotel Management (By Research)
HM 781	M.Sc. in Tourism Management (By Research)
HM 782	M.Sc. in Food Service Management (By Research)
HM 220	Bachelor of Science (Hons.) Hotel Management
HM 221	Bachelor of Science (Hons.) Tourism Management
HM 222	Bachelor of Science (Hons.) Food Service Management
HM 110	Diploma in Hotel Management
HM 111	Diploma in Tourism Management
HM 112	Diploma in Food Service Management
HM 115	Diploma in Culinary Arts
HM 003	Certificate in Hotel Operations
HM 005	Certificate in Travel Operations

STUDENT INTAKE

June and November.

CAREER OPPORTUNITIES

Graduates have the opportunity to work in the hospitality industry, such as in hotels, airlines food service, tourism organisations, recreational clubs, hospital foodservice, fast food outlets, industrial foodservice, resort and convention centres.

ENTRY REQUIREMENTS

- Honours degree with a CGPA of 3.00 and above or its equivalent.
- Years of experience in the field of chosen study.
- Succeed in an interview conducted by the Faculty of Hotel & Tourism Management
- Submit a research proposal in the chosen area of interest.

AREAS OF SPECIALISATION

Candidates working on a thesis for a Master's or PhD may choose to conduct their research under the following areas of specialisation:

- Tourism Management
- Club and Recreation Management
- Eco Tourism / Sustainable Tourism
- International Hospitality Management
- Food Service Management
- Food and Nutrition
- Public Health
- Food Safety
- Hospitality Marketing
- Event Management

MODE OF DURATON

	M.Sc.
Full-time	1 - 2 years
Part-time	1 1/2 - 4 1/2 years

• PhD

ENTRY REQUIREMENTS

Masters in Hospitality Management or in any relevant field from UiTM or any institution of higher learning recognised by the UiTM Senate

or

Other qualifications equivalent to a Masters degree (in a relevant field) with relevant experience in a related field recognised by the UiTM Senate

and

Candidates applying for admission into the research programme re required to submit a research proposal in their area of study and to attend an interview.

- **M.SC. IN HOTEL MANAGEMENT (BY RESEARCH)**
- **M.SC. IN TOURISM MANAGEMENT (BY RESEARCH)**
- **M.SC. IN FOOD SERVICE MANAGEMENT (BY RESEARCH)**

ENTRY REQUIREMENTS

Honours degree with a CGPA of 3.00 and above or its equivalent

Years of experience in the field of chosen study

Succeed in an interview conducted by the Faculty of Hotel and Tourism Management

Submit a research proposal in the chosen area of interest.

- **BACHELOR OF SCIENCE (HONS.)**

- **HOTEL MANAGEMENT**
- **TOURISM MANAGEMENT**
- **FOOD SERVICE MANAGEMENT**

ENTRY REQUIREMENTS FOR ALL 3 BACHELOR PROGRAMMES

Diploma from the Faculty of Hotel and Tourism Management with a CGPA of at least 2.70

or
Diploma from other faculties of UiTM with a CGPA of at least 2.70

or

Recognised Diploma from other institutions

or

STPM with at least two (2) principal and two (2) subsidiary passes and a credit in SPM English

or

Matriculation Certificate with a CGPA of at least 2.30

Candidates are required to submit their MUET results with the application and attend an interview conducted by the faculty.

- **BACHELOR OF SCIENCE (HONS.) HOTEL MANAGEMENT**

PROGRAMME STRUCTURE

The programme has been developed to fulfil the need for an advanced course after the completion of a UiTM diploma or any other programme of the same level. The rapid development in the hospitality industry gives rise to a need for trained and qualified personnel at the executive level in the industry.

CAREER OPPORTUNITIES

Graduates of this programme can work at the supervisory and managerial levels in lodging and food service outlets, such as hotels and restaurants.

- **BACHELOR OF SCIENCE (HONS.) TOURISM MANAGEMENT**

PROGRAMME STRUCTURE

The programme has been developed to fulfil the need for an advanced course after the completion of a UiTM diploma, particularly in the tourism sector. This programme emphasises tourism management, so that graduates can work as trained and qualified personnel in the tourism sector of the hospitality industry.

CAREER OPPORTUNITIES

Graduates can work at the supervisory and managerial levels of an organisation within the tourism industry, such as travel agencies, Malaysian Tourism Promotion Board and other government or private agencies.

- **BACHELOR OF SCIENCE (HONS.) FOOD SERVICE MANAGEMENT**

PROGRAMME STRUCTURE

The programme has been developed to fulfil the need for an advanced course after the completion of a UiTM diploma or any other programme of the same level. The course prepares students for supervisory level

positions in private or government institutions of the food service industry.

CAREER OPPORTUNITIES

Graduates can work at the supervisory level positions of food service operations, such as hospitals, hostels, and industrial catering, as well as at managerial levels of organisations within the tourism industry, such as travel agencies, the Malaysian Tourism Promotion Board and other government or private agencies.

• DIPLOMA IN HOTEL MANAGEMENT

PROGRAMME STRUCTURE

This three-year programme, first offered in 1967 trains students in the area of hotel service operations.

The main purpose of this programme is to educate students in hotel-related areas and to provide professionalism in hotel and other related industries.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates who intend to further their studies can do so locally and abroad.

CAREER OPPORTUNITIES

Graduates will have the opportunity to hold various level positions in hotels and in other related industries.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including English and Mathematics, Bahasa Melayu and two (2) other subjects or an equivalent.

or

SPM with at least four (4) credits, including English and a pass in Bahasa Melayu, Mathematics and one (1) other subject

and

A certificate in HM002 / HM003 with a CGPA of at least 2.70.

and

At least one year working experience.

• DIPLOMA IN TOURISM MANAGEMENT

PROGRAMME STRUCTURE

The Diploma in Tourism Management programme was introduced in 1974. This three-year programme exposes students to the world of tourism. Students are required to do a ten-week practical attachment at agencies involved in the tourism industry.

CAREER OPPORTUNITIES

Graduates of this course would be employed at agencies involved in the tourism industry, such as travel agencies, the airlines or government agencies.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including English, Mathematics, and Bahasa Melayu, and two (2) other subjects or an equivalent.

or

SPM with at least four (4) credits, including English and a pass in Bahasa Melayu, Mathematics and one (1) other subject

and

A certificate in HM005 with a CGPA of at least 2.70

and

At least one year working experience.

• DIPLOMA IN FOOD SERVICE MANAGEMENT

PROGRAMME STRUCTURE

This programme was introduced in 1975. Its main objective is to train students to manage and operate food service institutions and other food service industries.

Students are exposed to the latest information on food service, and entrepreneurial knowledge in all aspects of food service management and administration.

CAREER OPPORTUNITIES

Graduates of this course will be able to hold positions as supervisors, operators or entrepreneurs and middle-level managers in institutional and commercial food service operations, including the airlines, cruises, contract feeding and restaurants.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including English, General Science or Pure Science, Bahasa Melayu, Mathematics and one (1) other subject or an equivalent

or

SPM with at least four (4) credits, including English and a pass in Bahasa Melayu, Mathematics, one (1) other subject. and

Pass in Certificate in Culinary Arts or Certificate in Hotel Operations with a CGPA of at least 2.70

and

At least 1 year working experience.

• DIPLOMA IN CULINARY ARTS

PROGRAMME STRUCTURE

This three-year programme was formerly known as Diploma in Chef Training. It was introduced in 1975 with the objective of generating skilled and educated chefs to cater to the high demand for professional chefs in the hotel industry.

CAREER OPPORTUNITIES

Graduates of the Diploma in Culinary Arts will have the opportunity to join local, as well as international chains of hotels in Malaysia. They can also choose to join other food service operations or organisations that deal with quantity food production.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including English, Mathematics, and Bahasa Melayu and two (2) other subjects, or an equivalent. (Priority given to candidates with a credit in Fine Arts and/or Catering Subjects).

or

SPM with at least four (4) credits, including English, Bahasa Melayu, Mathematics and one (1) other subject

and

A pass in Certificate in Culinary Arts or Certificate in Hotel Operations, with a CGPA of at least 2.70

and

At least one year working experience.

• CERTIFICATE IN HOTEL OPERATIONS

PROGRAMME STRUCTURE

This six-month programme is specifically designed to provide students with skills in three major fields: housekeeping, waiting, food and beverage and front office reception. The focus is on training students for employment at the entry or operational level of hotels.

Apart from theory, students will undergo practical training in hotels assigned by the faculty.

CAREER OPPORTUNITIES

Certificate holders will be able to seek employment for entry-level positions in the housekeeping department, front office department, and food and beverage service department of hotels.

ENTRY REQUIREMENTS

SPM with a credit in English and a pass in Bahasa Melayu and Mathematics or an equivalent.

• CERTIFICATE IN TRAVEL OPERATIONS

PROGRAMME STRUCTURE

The certificate in Travel Operations was first introduced in 1985. It is a one-year programme with a one and half month practical attachment at relevant organisations. Students will acquire skills related to travel agencies, especially in terms of ticketing and reservation.

CAREER OPPORTUNITIES

Certificate holders will have the opportunity to work within the tourism sector, especially at travel agencies and airlines.

ENTRY REQUIREMENTS

SPM with a credit in English and a pass in Bahasa Melayu and Mathematics, or its equivalent.

Faculty of Communication & Media Studies

PhD in Mass Communication (By Research)
Master of Mass Communication (By Research)
Master of Mass Communication
Bachelor of Mass Communication (Hons.)
(Journalism)
Bachelor of Mass Communication (Hons.)
(Public Relations)
Bachelor of Mass Communication (Hons.)
(Broadcasting)
Bachelor of Mass Communication (Hons.)
(Advertising)
Bachelor of Mass Communication (Hons.)
(Publishing)
Diploma in Communication & Media



Address **Faculty of Communication & Media Studies**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF COMMUNICATION & MEDIA STUDIES

INTRODUCTION

The Faculty of Communication & Media Studies was set up in 1972. It offers courses to those who aim to be involved professionally in the mass communication industry. It encompasses the social interaction aspects of mass communication, as well as technical communications like telecommunication and computer technology.

To ensure that the programmes offered are in tune with current industrial needs, the faculty's academic advisors are therefore made up of academics and non-academics in relevant fields in the mass communication industry.

PROGRAMMES

MC 990	PhD in Mass Communication (By Research)
MC 780	Master of Mass Communication (By Research)
MC 770	Master of Mass Communication
MC 221	Bachelor of Mass Communication (Hons.) (Journalism)
MC 222	Bachelor of Mass Communication (Hons.) (Public Relations)
MC 223	Bachelor of Mass Communication (Hons.) (Broadcasting)
MC 224	Bachelor of Mass Communication (Hons.) (Advertising)
MC 225	Bachelor of Mass Communication (Hons.) (Publishing)
MC 110	Diploma in Communication & Media

STUDENT INTAKE

June and November.

CAREER OPPORTUNITIES

Communication & Media Studies graduates have a wide job opportunity as a result of rapid development in the mass communication industry. They can be employed in all media industries within the country and abroad.

The journalism field promises an excellent career in information dissemination. The advertising and broadcasting disciplines have a variety of functions, channels and effective approaches in the promulgation of information. Ideas, creativity and efficiency enable the public relations and publishing fields to persuade and enlighten the public.

It is obvious that the graduates, equipped with knowledge and skills in communication, as well as in technology, would be able to make a meaningful contribution to society.

• PhD IN MASS COMMUNICATION (BY RESEARCH)

PROGRAMME STRUCTURE

The Faculty of Communication & Media Studies in cooperation with the Institute of Graduate Studies offers a doctoral programme in mass communication. Upon registration, students are required to enrol in a one-year research course in preparation for their PhD research.

PhD students are given the opportunity to design their own programmes of study, based on their personal and career goals and with the advice and approval of the graduate committee.

DURATION

Full-time : 2 - 5 years

Part-time : 3 - 8 years

STUDENT INTAKE

June and November.

CAREER OPPORTUNITIES

Students who enrol for the PhD programme already hold stable, established and senior positions in the communication industry. It is common for PhD holders to go into managerial and academic fields.

ENTRY REQUIREMENTS

A master's degree (in relevant fields) from UiTM or any institution of higher learning recognised by the Government of Malaysia; or other qualifications equivalent to a master's degree (in relevant fields) with relevant experience in related fields recognised by the Senate of UiTM.

• MASTER OF MASS COMMUNICATION (BY RESEARCH)

PROGRAMME STRUCTURE

Candidates pursuing the Masters programme (by research) are required to be involved in a scheme of research under the supervision of a principal supervisor appointed by the University. At the end of the programme, candidates are required to submit a written

thesis for examination. Candidates may be required to undergo pre-requisite courses before undertaking the research.

STUDENT INTAKE

June and November

DURATION

Full-time : 1½ - 4 years

Part-time : 2 - 6 years

CAREER OPPORTUNITIES

Students of this programme are either those who are established in their respective profession or fresh graduates who are keen on research or academia.

Graduates are eligible to apply for professional positions, such as media managers, public relations managers and broadcasting managers.

ENTRY REQUIREMENTS

Bachelor's degree (Hons.) in Mass Communication or other degrees in relevant fields or its equivalent recognised by the Malaysian government.

or

Other equivalent qualifications or a first degree (in relevant fields) with relevant experience in related fields recognised by the Senate of UiTM.

• MASTER OF MASS COMMUNICATION

PROGRAMME STRUCTURE

This is a two-year programme which covers aspects of mass communication, like

telecommunication, media technology, communication theories, communication ethics, communication research and advanced public relations. It is currently conducted on a part-time basis.

The programme is structured such that students can specialise in areas, like the publishing of magazines or newspapers, broadcasting, public relations and advertising.

CAREER OPPORTUNITIES

Graduates are eligible to apply for professional positions, such as media managers, public relations managers and broadcasting managers.

ENTRY REQUIREMENTS

Bachelor's degree (Hons.) in Mass Communication or other recognised degrees in relevant fields or its equivalent recognised by the Malaysian government.

or

Other qualifications equivalent to a first degree (in relevant fields) with relevant experience in related fields recognised by the Senate of UiTM.

• BACHELOR OF MASS COMMUNICATION (HONS.)

- JOURNALISM
- PUBLIC RELATIONS
- BROADCASTING
- ADVERTISING
- PUBLISHING

ENTRY REQUIREMENTS FOR ALL 5 BACHELOR PROGRAMMES

Diploma in Communication and Media from UiTM or other recognised diploma
or

STP/STPM/GCE (A Levels) with at least three (3) principals, including General Studies or its equivalent and

SPM with five (5) credits, including English, Bahasa Melayu and three (3) other subjects

or

SPM with credits in English, Bahasa Melayu, and ten (10) years working experience in mass communication or a related field.

• BACHELOR OF MASS COMMUNICATION (HONS.) (JOURNALISM)

PROGRAMME STRUCTURE

This three-year programme focuses on journalism, such as newswriting, media law, mass media and information technology.

The programme, which incorporates professional courses prepares students to fulfil the requirements of the profession by providing them with a variety of skills and knowledge.

CAREER OPPORTUNITIES

Besides newspaper and magazine organisations, almost all government and private organisations are in constant need of journalists with writing skills.

- **BACHELOR OF MASS COMMUNICATION (HONS.) (PUBLIC RELATIONS)**

PROGRAMME STRUCTURE

This three-year programme encompasses public relations aspects, like writing, corporate public relations, governmental public relations, public relations principles, management, media relations, interaction skills and research.

This programme exposes students to both the theoretical and practical orientations of public relations.

CAREER OPPORTUNITIES

Graduates can look forward to working as public relations officers, media relations officers and information officers. They can also work in public relations agencies as consultants.

- **BACHELOR OF MASS COMMUNICATION (HONS.) (BROADCASTING)**

PROGRAMME STRUCTURE

This three-year programme comprises topics on instructions in broadcasting aspects, such as script-writing, TV and radio production and computer skills.

This programme exposes students to the orientation of broadcasting in theory and practice.

CAREER OPPORTUNITIES

Graduates of the programme can work as professional producers and directors in the electronic media.

- **BACHELOR OF MASS COMMUNICATION (HONS.) (ADVERTISING)**

PROGRAMME STRUCTURE

This three-year programme offers courses, such as principles of advertising, advertising copywriting, principles of marketing, mass media and computer technology applications. This course adopts a professional approach to advertising, providing theoretical background and practical knowledge.

CAREER OPPORTUNITIES

Graduates can expect to join the workforce as accounts executives, copywriters, media planners and marketing executives.

- **BACHELOR OF MASS COMMUNICATION (HONS.) (PUBLISHING)**

PROGRAMME STRUCTURE

The three-year programme offers courses, like writing and publishing, editing, copyright laws, book design, graphic layout, mass media and computer skills. This programme exposes students to both the theory and practice of the publishing world, especially book publishing and production.

CAREER OPPORTUNITIES

Successful graduates can work as editors, writers and professional publishers. Graduates can also join in as publishing managers and media or information executives.

- **DIPLOMA IN COMMUNICATION AND MEDIA**

PROGRAMME STRUCTURE

This three-year programme covers all aspects of communication which includes general communication, journalism, public relations, broadcasting, advertising and publishing.

ACCREDITATION

This programme is supported by media organisations, such as Dewan Bahasa dan Pustaka and The New Straits Times Press.

CAREER OPPORTUNITIES

Graduates may work in either the public or private sector in the areas of management, administration, marketing, publishing, public relations, journalism, writing and other areas related to communications and the media.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including Bahasa Melayu, English and three (3) other subjects or its equivalent.

Faculty of Information Studies

PhD (Information Management)
Master of Science in Information Management
(By Research)
Master of Knowledge Management (KM)
Master of Science in Information Management
(By Coursework)
Bachelor of Science in Information Studies (Hons.)
(Library and Information Management)
Bachelor of Science in Information Studies (Hons.)
(Information Systems Management)
Bachelor of Science in Information Studies (Hons.)
(Records Management)
Bachelor of Science in Information Studies (Hons.)
(Information Resource Centre Management)
Diploma in Information Management



Address **Faculty of Information Studies**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF INFORMATION STUDIES

INTRODUCTION

The Faculty of Information Studies, formerly known as the School of Library Science, was established in 1972. The librarianship programme was first offered in the School of Administration and Law in 1968 with the aim of preparing students for the external professional examinations of the Library Association (ALA), United Kingdom. When the School of Library Science was set up in July 1972, the programme was replaced by a three-year diploma programme (post-Higher School Certificate), which was designed to fill local needs and fulfil the requirements of the library profession in the country.

The School also introduced the Postgraduate Diploma in Library Science. It offered an opportunity for graduates of local and overseas universities to enhance their professional career in library and information science.

In keeping with the trend and development in this field, elements of information science were incorporated into the curriculum in 1978. Subsequently, in 1981, the School was renamed the School of Library and Information Science. In 1992, courses in Records Management and Archives Administration were offered and the three-year diploma programme was extended to four years for the Advanced Diploma programme, which is recognised by the Malaysian government as an equivalent of a bachelor's degree (Hons). In 1996, the Advanced Diploma programme was elevated to that of the Bachelor in Library Science (Hons.).

In 1997, the name of the School was changed to the Faculty of Information Studies. It was then that the Master of Science in Information Management (by coursework) was introduced. In 1999, the Faculty began to offer the PhD programme. In 2000, the Master of Science in Information Management was also offered by means of the Flexible Learning Programme (FLP). In 2001, the Master of Science in Information Management (by research) was introduced. In 2003, the Master of Knowledge Management (KM) was introduced.

PROGRAMMES

- IS 990 PhD (Information Management)*
- IS 780 Master of Science in Information Management (By Research)*
- IS 771 Master of Knowledge Management (KM)*
- IS 770 Master of Science in Information Management (By Coursework)*#
- IS 220 Bachelor of Science in Information Studies (Hons.) (Library and Information Management)
- IS 221 Bachelor of Science in Information Studies (Hons.) (Information Systems Management)*
- IS 222 Bachelor of Science in Information Studies (Hons.) (Records Management)*
- IS 223 Bachelor of Science in Information Studies (Hons.) (Information Resource Centre Management)
- IS 110 Diploma in Information Management

Note: * These programmes are also offered on a part-time basis.

This programme is also offered through the Flexible Learning (FLP) mode.

STUDENT INTAKE

June and November

• PhD (INFORMATION MANAGEMENT)

PROGRAMME STRUCTURE

The programme provides students with the skills and knowledge in conducting research in the field of information management. At the end of the programme, students are required to produce a dissertation on a topic of their choice.

AREAS OF SPECIALISATION

Business Information Management, Information Management, Information Systems Management, Information Resource Centre Management, Library Science, Records Management, Knowledge Management.

ENTRY REQUIREMENTS

A Master's degree in the field of Information Studies or any other discipline

A candidate applying for admission is required to submit a research proposal in the area of study related to the Faculty's areas of specialisation

Candidates will be interviewed to determine their suitability to the area of study identified

• **MASTER OF SCIENCE IN INFORMATION MANAGEMENT (BY RESEARCH)**

PROGRAMME STRUCTURE

The programme provides students with the skills and knowledge in conducting research in the field of information management. At the end of the programme, students are required to produce a dissertation on a topic of their choice.

AREAS OF SPECIALISATION

Please refer to areas of specialisation in the PhD programme structure.

ENTRY REQUIREMENTS

A bachelor's degree in the field of Information Studies or any other discipline

A candidate applying for admission is required to submit a research proposal in the area of study related to the Faculty's areas of specialisation

Candidates will be interviewed to determine their suitability to the area of study identified

• **MASTER OF KNOWLEDGE MANAGEMENT (KM)**

PROGRAMME STRUCTURE

The Master of Knowledge Management (KM) requires students to complete a minimum of 36 credit hours. The main aim of this programme is to offer specialised and advanced professional training and education in an area, which focuses on the acquisition, creation, generation, capture, organisation, retrieval, sharing and utilisation of knowledge of an organisation on its stakeholders, services, products and internal processes.

CAREER OPPORTUNITIES

Graduates will have the opportunity to serve in any organisation as knowledge managers, chief knowledge officers, knowledge executives, business intelligence officers, contents managers and other related professions.

ENTRY REQUIREMENTS

A bachelor's degree (Hons.) in the field of Information Studies or any discipline from local or other recognised universities

Preference will be given to candidates with at least three (3) years working experience at management level

Candidates will be interviewed to determine their suitability to the programme

• **MASTER OF SCIENCE IN INFORMATION MANAGEMENT (BY COURSEWORK)**

PROGRAMME STRUCTURE

The Master of Science in Information Management requires students to complete a minimum of 36 credit hours. The main aim of this programme is to offer specialised and advanced professional training and education in an area, which focuses on information handling, information systems and information dissemination in an organisation in order to ensure effective information management.

CAREER OPPORTUNITIES

Graduates will have the opportunity to serve in any organisation as information managers, records managers, chief information officers, information specialists, information consultants and other related professions.

ENTRY REQUIREMENTS

A bachelor's degree (Hons.) in the field of Information Studies or any discipline from local or other recognised universities

Preference will be given to candidates with at least three (3) years working experience at management level

Candidates will be interviewed to determine their suitability to the programme

• **BACHELOR OF SCIENCE IN INFORMATION STUDIES (HONS.)**

- **LIBRARY AND INFORMATION MANAGEMENT**
- **INFORMATION SYSTEMS MANAGEMENT**
- **RECORDS MANAGEMENT**
- **INFORMATION RESOURCE CENTRE MANAGEMENT**

ENTRY REQUIREMENTS FOR ALL FOUR BACHELOR PROGRAMMES:

Diploma in Information Management from UITM with a GPA of at least 2.50

or

Diploma in Information Management from UITM with a CGPA of less than 2.50

and

at least one (1) year working experience in a related field

or

Diploma in any discipline from UITM or a Diploma from other recognised institutions with a CGPA of at least 2.75

or

Matriculation Programme conducted by the Ministry of Education with a CGPA of at least 2.50

or **FACULTY OF INFORMATION STUDIES**

STPM (or an equivalent) with principal passes in General Studies and two (2) other subjects

and

SPM (or an equivalent) with credits in Bahasa Melayu and English

- **BACHELOR OF SCIENCE IN INFORMATION STUDIES (HONS.) (LIBRARY AND INFORMATION MANAGEMENT)**

PROGRAMME STRUCTURE

This programme focuses on work related to library management and information organisation in libraries and information centres.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work in libraries and information centres as librarians, library executives, information specialists, information consultants, information officers, abstractors, indexers, bibliographic compilers and library consultants.

- **BACHELOR OF SCIENCE IN INFORMATION STUDIES (HONS.) (INFORMATION SYSTEMS MANAGEMENT)**

PROGRAMME STRUCTURE

This programme focuses on the management of information systems in any organisation.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work in any organisation as information systems executives, information specialists, information managers, automation officers, information officers, director of information centres, information consultants and ICT librarians.

- **BACHELOR OF SCIENCE IN INFORMATION STUDIES (HONS.) (RECORDS MANAGEMENT)**

PROGRAMME STRUCTURE

This programme focuses on the management of archival institutions and records centres in the public and private sectors.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work as archivists, automation archivists, photograph and film archivists, records managers and manuscript curators, conservators, document specialists.

- **BACHELOR OF SCIENCE IN INFORMATION STUDIES (HONS.) (INFORMATION RESOURCE CENTRE MANAGEMENT)**

PROGRAMME STRUCTURE

This programme focuses on the management of school resource centres and academic organisations in the public and private sectors.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work as educational technologists, librarians in academic institutions, product database managers, research consultants, media executives, school librarians and media specialists.

- **DIPLOMA IN INFORMATION MANAGEMENT**

PROGRAMME STRUCTURE

This three-year programme is structured to train semi-professionals to be competent in the identification, acquisition, storage, organisation, retrieval and use of information.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work in many information management and provision functions. Some of these areas are libraries, records and documents management, archival work, publishing and book trade, electronic information services and the Internet, business and general research and other information management functions.

ENTRY REQUIREMENTS

SPM (or an equivalent) with credits in Bahasa Melayu, English, Mathematics and two (2) other subjects

Faculty of Office Management & Technology

Bachelor in Office Systems Management (Hons.)
Diploma in Office Management and Technology
Certificate in Office Administration (Franchise)



Address **Faculty of Office Management and Technology**

Universiti Teknologi MARA

40450 Shah Alam

Selangor Darul Ehsan

FACULTY OF OFFICE MANAGEMENT AND TECHNOLOGY

INTRODUCTION

The faculty, formerly known as the Faculty of Secretarial Science, offers specialised courses in office administration and management, and office technology. Armed with expertise in the office management of an organisation, the faculty restructures and introduces a range of programmes that correlate with the ever-changing concept in the management of a technology-driven office.

PROGRAMMES

- OM 221 Bachelor in Office Systems Management (Hons.)
- OM 114 Diploma in Office Management and Technology
- OM 009 Certificate in Office Administration (Franchise)

STUDENT INTAKE

June and November

• BACHELOR IN OFFICE SYSTEMS MANAGEMENT (HONS.)

PROGRAMME STRUCTURE

The programme is unique in that it blends both the technical and managerial perspectives of office systems. In addition, it is the first degree programme offered in Malaysia that specialises in the area of office management and technology. Currently, no other local universities or colleges offer a similar programme.

Being a pioneer in this field, students majoring in this programme will have vast opportunities to explore and discover many aspects of office systems, which have not been given prominence before. This programme is recognised by many industries. Its teaching and learning methodologies include lectures, actual problem-solving, seminars and office practicum.

CAREER OPPORTUNITIES

Students graduating from the programme would have a promising career and an excellent opportunity for advancement in any organisation. The shortage of skilled office systems professionals ensures that well-prepared graduates will have a choice of positions as Administrative Office Managers, Office Services and General Administration Executives, Admin/Corporate Services Executives and Chief Office Support.

ENTRY REQUIREMENTS

STPM or equivalent recognised by the Government of Malaysia with three (3) principals, including General Paper

and

SPM or equivalent recognised by the Government of Malaysia with five (5) credits including Bahasa Melayu, English and a pass in Mathematics

or

A pass in a Matriculation Programme with a minimum CGPA of 2.30

or

UiTM Diploma or other institutions recognised by the Government of Malaysia with a minimum CGPA of 2.75

or

UiTM Diploma or other institutions recognised by the Government of Malaysia with a minimum CGPA of 2.50

and

two (2) years working experience in a related field.

or

UiTM's Diploma in Secretarial Science (SS10) or equivalent recognised by the Government of Malaysia with a minimum CGPA of 3.00

or

UiTM Diploma in Secretarial Science (SS10) or equivalent recognised by the Government of Malaysia with a minimum CGPA of 2.75 AND two (2) years working experience in a related field.

Candidates are required to sit for MUET prior to application.

• **DIPLOMA IN OFFICE
MANAGEMENT AND
TECHNOLOGY**

PROGRAMME STRUCTURE

The programme focuses on the office administration of any organisation, with emphasis on office procedures, office management, office automation, office competencies, communication, personality development, and second as well as third languages.

Students enrolling in the programme would have a great learning experience since they will be trained and guided in a friendly environment. The programme has been given recognition from various industries since it was first offered, and this reflects the importance of office administration and management in all types of organisations. As such, besides offering the programme on a full-time basis, the faculty also offers the programme on a part-time basis.

CAREER OPPORTUNITIES

Graduates with a Diploma in Office Management and Technology can be employed as executive secretaries, personal assistants and executive officers.

ENTRY REQUIREMENTS

SPM or equivalent recognised by the Government of Malaysia with Five (5) credits including Bahasa Melayu and English

and

A Pass in Mathematics

or

UiTm's Certificate in Office Administration with a minimum CGPA of 3.00.

• **CERTIFICATE IN OFFICE
ADMINISTRATION**

Graduates with a Certificate in Office Administration can be employed as clerical supportive staff. Graduates with a Certificate in Office Administration from UiTM franchise colleges with a CGPA of 3.00 and above may apply to enrol in a Diploma in Office Management and Technology (full-time) if they want to pursue their studies.

Faculty of Sports Science & Recreation

Master of Sports Science
Bachelor of Sports Management (Hons.)
Bachelor of Sports Science (Hons.)
Diploma in Sports and Recreational Management
Diploma in Leisure Management
Diploma in Sports Studies
Diploma in Health and Fitness



Address **Faculty of Sports Science and Recreation**

Section 13 (Stadium) Campus

Universiti Teknologi MARA

40000 Shah Alam

Selangor Darul Ehsan

FACULTY OF SPORTS SCIENCE AND RECREATION

INTRODUCTION

The Faculty of Sports Science and Recreation, which was established in 1995, is among the newer faculties in UiTM. With its establishment, UiTM became the first institution of higher learning in Malaysia to offer courses in the field of sports management, leisure, recreation and sports science. The Faculty started by offering Diploma programmes in Sports and Recreational Management, Leisure Management, Sports Studies, and Health and Fitness.

In 1996, the Faculty conducted a Master of Sports Science in collaboration with the University of New South Wales (UNSW), Australia. This was the first postgraduate degree in sports science to be offered in Malaysia. The 18-month programme successfully produced its first batch of 29 graduates in 1998. These graduates are now holding important positions in sports and recreational organisations throughout the country. The Faculty introduced its own postgraduate programme, Master in Sports Science, in May 2002.

The degree programmes - Bachelor of Sports Management (Hons.) and Bachelor of Sports Science (Hons.) - were introduced in 1999 in order to meet the growing demand for graduates in these areas. The Faculty among others, provides courses specialising in sports management; organisation of sports and recreation at national and international levels, marketing of sports and recreational activities, and sports and physical education studies.

Both the degree and diploma programmes offer courses relating to physiology, biomechanics, anatomy, kinesiology, motor learning, ethics in sports, sports psychology, sports and leisure marketing, sports communication, outdoor recreation, exercise psychology, leadership in leisure studies and sports seminars.

Sports management focuses on the application of management skills in sports and recreational organisations. Students also learn different aspects of the sports industry.

Sports science focuses on the application of scientific methods on performance. Studies in these areas prepare students for a career in the fitness industry, and/or any industry that is directly or indirectly related to sports science. It also ensures that students have the opportunity to work with elite performers and officers to upgrade their knowledge, training and research in sports.

PROGRAMMES OFFERED

- SR 770 Master of Sports Science
- SR 221 Bachelor of Sports Management (Hons.)
- SR 223 Bachelor of Sports Science (Hons.)
- SR 111 Diploma in Sports and Recreational Management
- SR 112 Diploma in Leisure Management
- SR 113 Diploma in Sports Studies
- SR 114 Diploma in Health and Fitness

• M.SC. (SPORTS SCIENCE)

The Master of Sports Science was initially conducted by the Faculty of Sports Science and Recreation in 1996, in collaboration with the University of New South Wales (UNSW) in Australia. The present Master's degree programme conducted by the Faculty (beginning in May 2002) aims to further enhance the knowledge and professional skills of the graduates in the field of sports science.

The objective of the programme is to provide students with an opportunity to increase their knowledge in the operation of sports organisations in Malaysia and elsewhere. It also enables students to conduct research on areas of interests in sports or sports related fields. Ultimately, the programme intends to develop specialists in sports and fitness in order to assume positions as administrators and leaders at national and international levels.

ENTRY REQUIREMENTS

An honours degree in Sports Science or a relevant field from UiTM, or any institution of higher learning recognised by the Government of Malaysia

or

Other qualifications equivalent to an honours degree with relevant experience in a related field recognised by the Senate of UiTM

DURATION OF STUDY

- Full time : 1-3 years
- Part-time : 1/2 - 5 years

COURSES OFFERED

Research Methodology
Research Application in Sports and Exercise
Issues in Sports
Exercise Programming and Fitness Evaluation
Psychology Enhancement for Sports
Nutrition for Peak Sports Performance
Strategic Management in Sports
Sports Physiology
Corporate Financial Management
Organizational Behavior
Thesis

• BACHELOR OF SPORTS MANAGEMENT

PROGRAMME STRUCTURE

This three-year degree programme was introduced in July 2000. It is specifically designed to provide students with skills in management, especially in sports and leisure business, sports communication and leadership in leisure activities.

The course has a strong orientation towards providing graduates with vocationally relevant knowledge and skills, and encourages the *blending of theory and practice*.

In the final year, students are required to do seven (7) weeks of practical attachment and write a research project on their attachment as a partial fulfilment for the award of a bachelor's degree.

CAREER OPPORTUNITIES

Graduates of this programme have the opportunity to serve specifically in the sports

industry or other related industries as sports or recreational executives.

ENTRY REQUIREMENTS

Diploma in Sports Management / Sports Science from UiTM or other recognised Diploma with a CGPA of 2.50 and above

or

Diploma in Sports Management/Sports Science from UiTM or other recognised Diploma with a CGPA less than 2.50 and at least one (1) year working experience in a related field

or

STP/STPM/GCE "A" Levels or equivalent with a principal pass in three (3) subjects, including General Studies

and

SPM or equivalent with credits in Bahasa Melayu, English and Mathematics

or

Matriculation Certificate from the Ministry of Education, Malaysia with a CGPA of 2.50 and above

or

SPM or equivalent with credits in Bahasa Melayu, English, Mathematics and two (2) other subjects and at least ten (10) years working experience in a related field

• BACHELOR OF SPORTS SCIENCE

PROGRAMME STRUCTURE

This three-year degree programme was introduced in July 2000. It is specifically designed to provide students with skills in sports science, especially in fitness training and coaching. The emphasis of this programme is to equip students for employment in the sports industry and other industries related to it.

Students are exposed to the theoretical and practical aspects of their major fields through seven (7) weeks of practical attachment. They are also required to write a research project on their attachment as a partial fulfilment for the award of a bachelor's degree.

CAREER OPPORTUNITIES

Graduates of this programme have the opportunity to work in the sports industry and other related industries as sports trainers, coaches, fitness instructors and personal instructors. Opportunities are also opened to them as executives and officers in any related field.

ENTRY REQUIREMENTS

Diploma in Sports Management / Sports Science from UiTM or other recognised Diploma with a CGPA of 2.50 and above

or

Diploma in Sports Management/Sports Science from UiTM or other recognised Diploma with a CGPA less than 2.50 and at least one (1) year working experience in a related field

or

STP/STPM/GCE "A" Levels or equivalent with a principal pass in three (3) subjects, including General Studies

and

SPM or equivalent with credits in Bahasa Melayu, English and Mathematics

or

Matriculation Certificate from the Ministry of Education, Malaysia with a CGPA of 2.50 and above

or

SPM or equivalent with credits in Bahasa Melayu, English, Mathematics and two (2) other subjects and at least ten (10) years working experience in a related field

- **DIPLOMA IN SPORTS AND RECREATIONAL MANAGEMENT**
- **DIPLOMA IN LEISURE MANAGEMENT**
- **DIPLOMA IN SPORTS STUDIES**
- **DIPLOMA IN HEALTH AND FITNESS**

ENTRY REQUIREMENTS FOR ALL 4 DIPLOMA PROGRAMMES:

SPM or equivalent with at least five (5) credits, including Bahasa Melayu, English, Mathematics and two (2) other subjects

or

SPM or equivalent with at least three (3) credits and a pass in Bahasa Melayu, and a pass in English and Mathematics and three (3) years working experience in any sports organisation. Represented a state or national team in any sports for at least two (2) years

- **DIPLOMA IN SPORTS AND RECREATIONAL MANAGEMENT PROGRAMME STRUCTURE**

This three-year programme emphasises sports facilities management, business and sports marketing, sports events management and sports tourism.

CAREER OPPORTUNITIES

Graduates have the opportunity to hold positions as executives at sports and recreational clubs or as sports and recreational consultants.

- **DIPLOMA IN LEISURE MANAGEMENT**

PROGRAMME STRUCTURE

This three-year programme emphasises leisure management, sports events management, research and sports marketing.

CAREER OPPORTUNITIES

Graduates may find employment as sports executives at sports and recreational clubs, sport organisations, and other fields related to sports and recreation.

- **DIPLOMA IN SPORTS STUDIES**

PROGRAMME STRUCTURE

This three-year programme offers studies in management training, events management, methods of training and coaching.

CAREER OPPORTUNITIES

Graduates will be able to work as sports executives, sports consultants, coaches and trainers.

- **DIPLOMA IN HEALTH AND FITNESS**

PROGRAMME STRUCTURE

This three-year programme offers courses in gymnasium management, strength training, nutrition and fitness.

CAREER OPPORTUNITIES

Graduates may be able to work as sports executives, fitness instructors, personal trainers and fitness consultants.

and

Experience in the educational field which includes teaching, administration, research and publication.

(Preference will be given to candidates who have work experience and/or involvement in research and publication in education).

• **MASTER OF EDUCATION IN TESL (BY COURSE WORK)**

PROGRAMME STRUCTURE

This programme trains candidates to be skilled and qualified teachers who are able to contribute to the upgrading of the teaching of English in Malaysia, especially in rural schools. In addition, the degree will also provide opportunities for graduates to explore other areas related to language and training, broadcasting, journalism and public relations.

CAREER OPPORTUNITIES

Graduates of this programme may find employment in government and private schools and agencies. Prospective fields of employment include journalism, publishing, broadcasting, advertising and training.

ENTRY REQUIREMENTS

B.Ed. TESL (Hons.) with a CGPA of at least 3.00 and fulfil requirements stipulated by the faculty.

or

B.Ed. TESL (Hons.) with at least 1 year teaching experience in English

or

B.A. English Studies (Hons.) with at least 1 year teaching experience in English.

or

Bachelor's degree and Diploma in TESL with at least 1 year teaching experience in English.

• **MASTER OF MUSIC (MUSIC EDUCATION)**

PROGRAMME STRUCTURE

The Master of Music (Music Education) is a versatile programme designed for teachers who have completed primary or secondary teacher preparation programmes in music, as well as for musicians interested in following the path of teaching and training. This programme is offered by the Department of Music Education and housed in the Faculty of Education. The Master's of Music (Music Education) programme was established in December 2002 following approval from the Ministry of Education, Malaysia. The programme is contemporary and dynamic and offers candidates the following opportunities:

- to further develop their understanding, knowledge and appreciation towards music and the teaching of music;
- to gain skills in teaching, as well as conducting research in music;
- to develop a greater collegiality with the music education profession.

At the department of Music Education, teaching is taken very seriously by faculty members who are dedicated to channelling personal energy into teaching and fostering direct, high quality contact with students.

CAREER OPPORTUNITIES

Graduates of this programme may pursue various career paths in the field of music. They may work as music educators and administrators in both private, as well as government institutions, or set up their own music education enterprises.

ENTRY REQUIREMENTS

Bachelor of Music Education (Hons.) from UiTM with a minimum of 2.50 CGPA and fulfil other faculty requirements

or

Bachelor of Music Education (Hons.) from other accredited universities and a minimum of 1 year music teaching experience.

or

Bachelor of Music from UiTM with a minimum of 2.50 CGPA and a minimum of 2 years music-teaching experience

or

Bachelor's degree in any related field and a minimum of 2 years music-teaching experience

or

SPM or its equivalent, and a minimum of 7 years experience in the field of music. Candidates will be reviewed on a case-by-case basis - whereby their musical experience and potential to contribute to the field of music education in the country will be assessed.

and

Attend an interview conducted by the Department of Music Education, Faculty of Education.

• **BACHELOR OF EDUCATION (HONS.) TESL**

PROGRAMME STRUCTURE

The B.Ed TESL (Hons.) programme is specially tailored to produce knowledgeable,

skilful and qualified Bumiputera teachers, in an effort to upgrade the teaching and learning of English in secondary schools. To achieve this objective, the programme structure concentrates on areas of education, language competence, methods of teaching and learning, as well as teaching practice. Students with STPM will complete this programme in 8 semesters or 4 years, while those with a diploma in relevant areas can be given credit transfers to enable them to graduate in less than 4 years.

CAREER OPPORTUNITIES

Graduates of this programme may serve as English teachers in government and private secondary schools. They may also seek employment in government and private agencies, especially in the fields of journalism, publishing, broadcasting, advertising and training.

This programme is also offered as an off-campus course at several branch campuses, namely Sarawak, Perak, Terengganu and Pahang.

ENTRY REQUIREMENTS

STPM with at least 3 principal passes, including General Paper and a subsidiary pass in one other subject

or

Teachers' Training College Diploma/Certificate with at least 5 years experience in teaching English or at least 7 years teaching experience

or

A diploma from UITM (with a minimum CGPA of 2.50) or its equivalent

or

Pre-Degree TESL Certificate from UiTM or Matriculation Certificate from the Ministry of

Education (with a minimum CGPA of 2.50 for matriculation programme)

and

SPM with at least 5 credits, including English (minimum C3), Bahasa Melayu, Mathematics and two (2) other subjects

and

MUET - Band 4

• BACHELOR OF EDUCATION (HONS.) ART AND DESIGN EDUCATION

PROGRAMME STRUCTURE

The Department of Art and Design Education programme at the Faculty of Education believes that Art Education teachers serve best when they have the dual experience of teaching and creating their own artwork. Therefore, the aim of this programme is to train prospective teachers to be skilful in both areas.

The Art and Design Education courses offered are divided into four areas: theoretical framework for teaching Art and Design Education; direct experiences with art materials, techniques and processes; field observation and participation; and student teaching. A number of courses focus on studio processes and viewing experiences. Critiques and discussions provide opportunities for students to assess their own artworks and develop important teaching skills. Throughout this programme, students explore a variety of learning environments, teaching styles, and learning needs. Observations are carried out in schools, museums, art galleries, and other community centres to widen their experience. At the end of the programme, students present

their teaching portfolio to be reviewed by the programme's internal or external examiners, school administrators, or cooperating art teachers.

For students with Sijil Tinggi Pelajaran Malaysia (STPM), the duration of the course is four years. For diploma holders in relevant areas of study, credit transfers will be given to enable them to graduate in less than four years.

CAREER OPPORTUNITIES

Graduates may find employment as art teachers or lecturers in private, as well as in government schools, colleges or institutions.

ENTRY REQUIREMENTS

STPM with at least 3 principals, including General Paper and Visual Art

and

SPM with at least a credit in English, Mathematics, Art Education, Bahasa Melayu and one other subject

or

Diploma from a Malaysian Teachers Training College, UiTM or its equivalent in related areas

and

MUET - Band 3

• BACHELOR OF MUSIC EDUCATION (HONS.)

PROGRAMME STRUCTURE

The Bachelor of Music Education (Hons.) programme prepares candidates to become qualified music educators and administrators for Malaysian teaching and learning institutions. The programme is offered based

on the recognition of the value and importance of music for the educational well-being of the young people and the country. It combines the intensive study of music teachers' education with practical experience in local school classrooms. The curriculum of the programme is comprehensive in nature and pays due emphasis on skills required by a music teacher. These skills, include proficiency in singing or in playing a musical instrument, as well as in the basic areas of music, such as theory, history, aural skills, arrangement, and conducting. The curriculum covers western classical, pop or commercial, and Malaysian traditional music. The underlying belief that guides the curriculum is that a music educator is a professional and should possess the skills of a musician.

For this reason, a great deal of emphasis is placed on the performing ability of the future music educator. The Major instrument courses, as well as participation in performing ensembles are meant to provide students with the skills and experience in performing. The culmination of the programme is a Mini Recital in which the prospective music educator will showcase his/her musical talent.

At the Department of Music Education, teaching is taken very seriously by faculty members who are dedicated to channelling personal energy into teaching and to fostering direct, high quality contact with students.

CAREER OPPORTUNITIES

Graduates of this programme are eligible to work as music educators in private, as well as government schools and institutions of teaching and learning. They may also assume administrative positions in music and

arts-related ministries, as well as those of private organisations.

ENTRY REQUIREMENTS

Pass the interview, audition, and aural test conducted by the Department of Music Education.

STPM with at least 3 principals, including General Paper and a subsidiary pass in another subject or its equivalent and

SPM with credits in Bahasa Melayu and 4 other subjects and a pass in English

or

Teacher's Training College Diploma and A minimum of 5 years music-teaching experience

or

Specialist Teacher's Diploma (KDPK) from a Teacher's Training College and A minimum of 3 years music-teaching experience

or

SPM and A minimum of 7 years music-teaching experience in government schools

or

Diploma in Music from UiTM or its equivalent

and

MUET - Band 2

• BACHELOR OF EDUCATION (HONS.) PHYSICAL AND HEALTH EDUCATION

PROGRAMME STRUCTURE

This programme was established to increase the number of physical and health educators in tandem with the development of sports and recreation in our country. It is also to fulfil the need for experts in this field.

The field of sports and recreation requires those who are highly knowledgeable in sports education. They should have the ability to train students at primary and secondary levels. The programme focuses on areas, such as biomechanics, fitness, ergogenic aids and management of sports and recreational facilities.

The duration of the programme is four years, or eight semesters, but those admitted with a diploma or its equivalent are given credit transfers, thus enabling them to graduate in less than four (4) years.

CAREER OPPORTUNITIES

Graduates of this programme will be able to work as Physical and Health Education teachers, sports managers and organisers at state and national levels, or as personnel in any sports and recreational organisation.

ENTRY REQUIREMENTS

STPM with 3 principal passes, including General Paper and a subsidiary pass in one other subject

and

SPM with a minimum of five (5) credits, including Bahasa Melayu, English and Mathematics or Science.

or

Teacher's Training College Diploma/Certificate with a minimum of (five) 5 years experience in teaching, preferably Physical Education and Health.

or

A diploma (preferably sports related courses) from UiTM or other recognised institutions with a minimum CGPA of 2.50

and

MUET - Band 3

• **BACHELOR OF EDUCATION (HONS.) MATHEMATICS**

PROGRAMME STRUCTURE

This programme leads to a Bachelor of Education (Hons.) in Mathematics. The main objective of this programme is to equip educators with an understanding of mathematics, the teaching and learning of mathematics and capabilities for research in the teaching field. This programme also provides a balance between mathematics, mathematics education and usage of technology in order to develop mathematics educators who can become effective mathematics teachers and who can eventually pursue their studies at graduate level.

CAREER OPPORTUNITIES

Graduates of this programme can serve as Science and Mathematics educators in government and private secondary schools, and as Education officers in the Ministry at the State and District levels.

ENTRY REQUIREMENTS

STPM with minimum 2 principals in science and mathematics

or

Diploma in Science with a minimum CGPA of 2.75 or equivalent

or

Diploma from UITM or other institutions which consists of science and mathematics subjects. These students may need to have one additional semester

or

Diploma in Science from the Matriculation Programme of the Ministry of Education with a minimum CGPA of 2.75.

• **BACHELOR OF SCIENCE EDUCATION (HONS.)**

- **BIOLOGY**
- **PHYSICS**
- **CHEMISTRY**

PROGRAMME STRUCTURE

Bachelor of Science Education (Hons.) is specially tailored to produce knowledgeable, skilful and qualified Bumiputera teachers, in an effort to upgrade the teaching and learning of Science in schools. To achieve this objective, the programme structure concentrates on areas of education, knowledge of Science, methods of teaching and learning as well as teaching practice.

CAREER OPPORTUNITIES

Graduates of this programme can serve as Science teachers in government and private secondary schools.

ENTRY REQUIREMENTS

A. BACHELOR OF SCIENCE EDUCATION (HONS.) (BIOLOGY)

STPM with a minimum Principal in:

- a) General Studies
- b) Biology

and

STPM with a minimum principal or a subsidiary in:

- a) Physics
- b) Chemistry
- c) Mathematics

or

Diploma in Science from UITM with a minimum CGPA of 2.5 or equivalent

or

Diploma from UITM or other recognised institutions with a minimum CGPA of 2.75 or equivalent. These students may need to have one additional semester

or

Pass the science matriculation programme from the Ministry of Education, Malaysia with a minimum CGPA of 2.5 or equivalent.

B. BACHELOR OF SCIENCE EDUCATION (HONS.) (PHYSICS)

STPM with a minimum principal in:

- a) General Studies
- b) Physics

and

STPM with minimum 1 principal or 2 subsidiaries in:

- a) Biology
- b) Chemistry
- c) Mathematics

or

Diploma in Science from UITM with a minimum CGPA of 2.5 or equivalent

or

Diploma from UITM or other recognised institutions with a minimum CGPA of 2.75 or equivalent. These students may need to have one additional semester

or

Pass the science matriculation programme from the Ministry of Education, Malaysia with a minimum CGPA of 2.5 or equivalent.

C. BACHELOR OF SCIENCE EDUCATION (HONS.) (CHEMISTRY)

STPM with a minimum principal in:

- a) General Studies
- b) Physics

and

STPM with minimum 1 principal or 2 subsidiaries in:

- a) Biology
- b) Physics
- c) Mathematics

or

Diploma in Science from UITM with a minimum CGPA of 2.5 or equivalent

or

Diploma from UITM or other recognised institutions with a minimum CGPA of 2.75 or equivalent. These students may have one additional semester

or

Pass the science matriculation programme from the Ministry of Education, Malaysia with a minimum CGPA of 2.5 or equivalent.

• PRE-DEGREE TESL PROGRAMME

PROGRAMME STRUCTURE

The Pre-TESL Programme is a new course offered by the Faculty of Education UiTM beginning May 2001. This preparatory programme aims to improve and upgrade the proficiency and fluency of English language among students so as to prepare them for the four-year B. Ed TESL degree programme offered by the Faculty. This Intensive English Language Programme may take a minimum duration of one year or a maximum duration of two years to complete, depending on the students' CGPA at the end of second semester. Aside from the core English language components such as Grammar, Reading, Writing, Listening & Speaking and Literature, other subjects offered include College Study Skills, Computer Literacy, Basic Principles in Education, Malaysian Studies, Islamic Education Studies and Social Skills. Upon completion of this programme, students will be equipped with the necessary language and study skills to progress to the next level, that is the Degree Programme. The Degree Programme will provide them with a strong pedagogical foundation needed to become skilled ESL teachers.

CAREER OPPORTUNITIES

Successful graduates of the programme will be admitted to the B. Ed (TESL) Hons. Programme.

ENTRY REQUIREMENTS

SPM with credits in English Language (minimum C3), Bahasa Melayu, Mathematics and 2 other subjects.

Faculty of Performing Arts

Bachelor of Music (Hons.) Composition
Bachelor of Music (Hons.) Performance
Bachelor of Performing Arts (Hons.) Screen Arts
Bachelor of Performing Arts (Hons.) Screen Writing
Diploma in Music
Diploma in Performing Arts (Screen Arts)
Diploma in Performing Arts (Screen Writing)
Diploma in Performing Arts (Acting)
Diploma in Performing Arts (Art Management)



Address **Faculty of Performing Arts**

Section 13 (Stadium) Campus

Universiti Teknologi MARA

40000 Shah Alam

Selangor Darul Ehsan

FACULTY OF PERFORMING ARTS

INTRODUCTION

The Faculty of Performing Arts started on 1 November 1998. It offers various programmes for students wishing to have a liberal arts education with emphasis on performing arts. These activities can help students develop their academic competence, professional skills, critical and creative abilities that are needed in the performing arts industry. The curriculum enables budding artists to have numerous options available to them to express their creativity during their studies and obtain employment after graduation. Students can explore several areas of art and choose the speciality that suits their interests and talents.

PROGRAMMES

PA 221	Bachelor of Music (Hons.) Composition
PA 222	Bachelor of Music (Hons.) Performance
PA 224	Bachelor of Performing Arts (Hons.) Screen Arts
PA 225	Bachelor of Performing Arts (Hons.) Screen Writing
PA 111	Diploma in Music
PA 114	Diploma in Performing Arts (Screen Arts)
PA 115	Diploma in Performing Arts (Screen Writing)
PA 116	Diploma in Performing Arts (Acting)
PA 117	Diploma in Performing Arts (Art Management)

CAREER OPPORTUNITIES

Successful graduates are able to seek employment as scriptwriters, songwriters, actors, stage managers, music composers and arrangers, dancers, directors, researchers and other related jobs. Graduates will be qualified professionals who will contribute to the betterment of the entertainment industry.

STUDENT INTAKE

June and November.

Music courses - November only.

• BACHELOR OF MUSIC (HONS.)

- COMPOSITION
- PERFORMANCE

ENTRY REQUIREMENTS FOR THE ABOVE 2 BACHELOR PROGRAMMES:

SPM with credits including Bahasa Melayu and a pass in English

and

a pass with a grade 5 of ABRSM Theory

or

STPM with at least three (3) principals, including General Paper or its equivalent.

or

Diploma in Music from UITM or other institutions recognised by the government with a CGPA of at least 2.50

and

Candidate must also pass the audition conducted by the Faculty of Performing Arts.

and

Applicants should sit for MUET before submitting their application.

• BACHELOR OF MUSIC (HONS.) COMPOSITION

PROGRAMME STRUCTURE

This three-year programme includes aural and visual analysis processes of composing or arranging, form, structure and methodology.

CAREER OPPORTUNITIES

Graduates may find employment as music arrangers, composers, musicians, music directors, and conductors or in any area that is closely related to the music industry.

• BACHELOR OF MUSIC (HONS.) PERFORMANCE

PROGRAMME STRUCTURE

This three-year programme emphasises the theories and fundamentals of music performance.

CAREER OPPORTUNITIES

Graduates may find employment in the music world as professional musicians (soloists, member of an orchestra, choir or ensemble).

- **BACHELOR OF PERFORMING ARTS (HONS.)**

- **SCREEN ARTS**
- **SCREEN WRITING**

ENTRY REQUIREMENTS FOR THE ABOVE 2 BACHELOR PROGRAMMES:

SPM with credits including Bahasa Melayu and a pass in English

and

a pass with a grade 5 of ABRSM Theory

or

STPM with at least three (3) principals, including General Paper or its equivalent

or

Diploma in Music from UiTM or other institutions recognised by the government with a CGPA of at least 2.70

and

Candidate must also pass the audition conducted by the Faculty of Performing Arts

and

Applicants should sit for MUET before submitting their application

- **BACHELOR OF PERFORMING ARTS (HONS.) SCREEN ARTS**

PROGRAMME STRUCTURE

This three-year programme offers students constant exposure to directing films and videos. It also furnishes young directors and moviemakers with solid fundamentals in motion pictures, which they can utilise in their future professions.

CAREER OPPORTUNITIES

Graduates may find employment in film and television as directors, art directors, editors, film critics, cinematographers and screenwriters.

- **BACHELOR OF PERFORMING ARTS (HONS.) SCREEN WRITING**

PROGRAMME STRUCTURE

This three-year programme focuses on the basics of creative writing, narrative scriptwriting of any length and genre, and narrative screenwriting. Students will also be exposed to the art of film and video making.

CAREER OPPORTUNITIES

Graduates may find employment as scriptwriters, lyric writers, editors, translators, publishers and writers.

DIPLOMA IN MUSIC

PROGRAMME STRUCTURE

This programme takes three (3) years to complete. Upon completion, students will be awarded a Diploma in Music.

CAREER OPPORTUNITIES

Graduates may find employment in the music industry as professional musicians (soloists, member of an orchestra, choir or ensemble), music arrangers, composers or work in areas related to the music industry.

ENTRY REQUIREMENTS

SPM with at least five (5) credits, including Bahasa Melayu and a pass in English

or

Pass with a grade 3 ABRSM practical or an equivalent standard of performance and

Candidates must pass an audition, aural test and interview conducted by the Faculty of Performing Arts.

- **DIPLOMA IN PERFORMING ARTS**

- **SCREEN ARTS**
- **SCREEN WRITING**
- **ACTING**
- **ART MANAGEMENT**

ENTRY REQUIREMENTS FOR ALL 4 DIPLOMA PROGRAMMES:

SPM with at least five (5) credits, including Bahasa Melayu and a pass in English

or

SPM with at least three (3) credits, including Bahasa Melayu and a pass in English

and

five (5) years working experience in a related field

and

Candidates must also be successful in the interview and audition conducted by the Faculty of Performing Arts.

- **DIPLOMA IN PERFORMING ARTS (SCREEN ARTS)**

PROGRAMME STRUCTURE

This three-year programme offers students constant exposure to directing theatre, video and cinema productions. It also furnishes young directors and actors with solid fundamentals which are essential in their future professions.

CAREER OPPORTUNITIES

Graduates may find employment in film, TV and theatre as directors, cinematographers and scriptwriters.

- **DIPLOMA IN PERFORMING ARTS (SCREEN WRITING)**

PROGRAMME STRUCTURE

This three-year programme is designed to make students well versed in the theories and principles of screenwriting. The programme is unique as the courses offered are related to other fields, such as screen arts, theatre, music and stage management.

CAREER OPPORTUNITIES

Graduates may find employment as scriptwriters, lyric writers, editors, translators, publishers and writers.

- **DIPLOMA IN PERFORMING ARTS (ACTING)**

PROGRAMME STRUCTURE

This three-year programme includes the fundamentals of acting responsiveness, foundations of character structure and an informed re-evaluation and integration of acting principles through character study and scene work.

CAREER OPPORTUNITIES

Graduates may find employment in performing art as actors, acting supervisors and researchers.

- **DIPLOMA IN PERFORMING ARTS (ART MANAGEMENT)**

PROGRAMME STRUCTURE

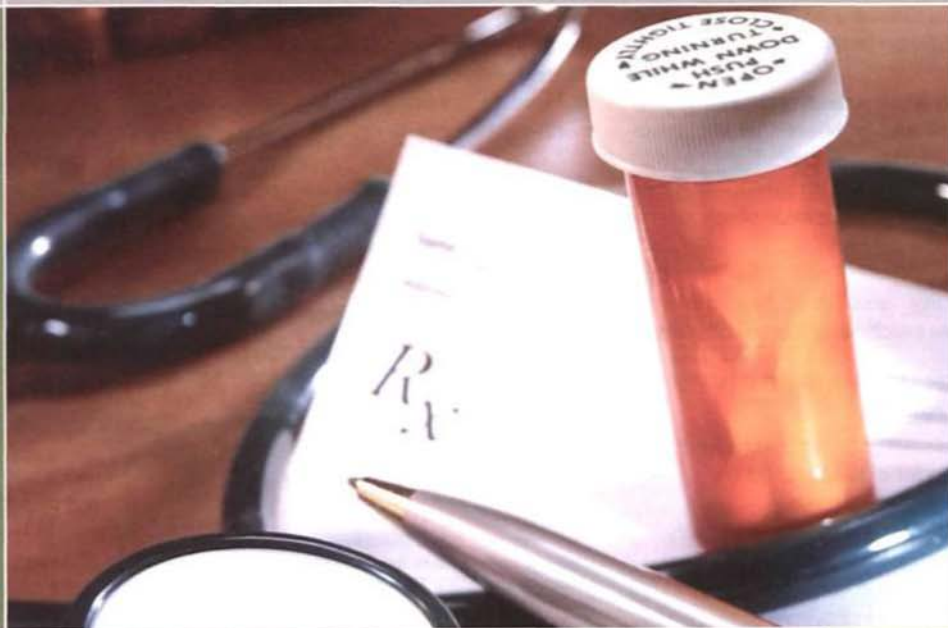
This three-year programme furnishes students with theories and fundamentals of performing arts management, such as stage management, theatre organisation, audio technology and promotion of performing arts.

CAREER OPPORTUNITIES

Graduates may work professionally as performing arts entrepreneurs, production and theatre managers, stage managers, researchers and consultants.

Faculty of Medicine and Health Sciences

Doctor of Medicine (M.D)
Diploma in Nursing
Diploma in Medical Laboratory Technology
Diploma in Medical Imaging
Diploma in Environmental Health
Diploma in Physiotherapy
Diploma in Occupational Therapy



Address **Faculty of Medicine and Health Sciences**

Jalan Othman Campus

Universiti Teknologi MARA

46000 Petaling Jaya

Selangor Darul Ehsan

FACULTY OF MEDICINE AND HEALTH SCIENCES

INTRODUCTION

The Faculty of Medicine and Health Sciences UiTM was approved by the Ministry of Education to be established in 2003 with the first intake in May of the same year. This new faculty is the seventh Faculty of Medicine in a public university in Malaysia.

The Faculty offers an undergraduate degree in Medicine and is offered at the Jalan Othman campus only with one intake a year. The objective of the programme is to supplement the professional needs of the country.

The Faculty also has six diploma programmes which have been on offer since 1996.

PROGRAMMES

MD 220	Doctor of Medicine (M.D)
HS 110	Diploma in Nursing
HS 111	Diploma in Medical Laboratory Technology
HS 112	Diploma in Medical Imaging
HS 113	Diploma in Environmental Health
HS 114	Diploma in Physiotherapy
HS 115	Diploma in Occupational Therapy

• DOCTOR OF MEDICINE (M.D)

PROGRAMME STRUCTURE

This is a five-year programme taught in an integrated problem-based learning mode. It consists of 3 phases - phase 1: Basic Medical Sciences; phase 2: Body Reaction to Injury; phase 3: Clinical Medicine. The programme is designed for self-directed learning with emphasis on communication skills, computer-aided learning, social and moral ethics.

The teaching and learning facilities provided are the most modern, with the non-clinical being taught at the Jalan Othman Campus.

ENTRY REQUIREMENTS

STPM /GCE A levels with a minimum of 2 Principal distinctions in Chemistry and in Biology/Physics/Mathematics

or

Science Matriculation with a CGPA of at least 3.70

or

Diploma from UiTM in Science/Microbiology/ Medical Laboratory Technology/Occupational therapy/Physiotherapy with a CGPA of at least 3.50

• DIPLOMA IN NURSING

PROGRAMME STRUCTURE

Students in this course are taught components of Health, Behavioural and Nursing Sciences. They are also introduced to health system research methodologies. Students learn and practise nursing techniques in the skill laboratories in UiTM before they undergo clinical training in hospitals and health centres. In the hospitals, students give nursing care under supervision to patients and clients in the surgical, obstetrical and gynaecological, genito-urology, otorhinolaryngological, ophthalmology, medical, psychiatric, paediatric, and orthopaedic wards, as well as the accident and emergency department and the operating theatre. In the health centres, they undergo training specific to community health nursing. This clinical training will enable the students to cope with any nursing situation.

ACCREDITATION

The Diploma in Nursing programme has been accredited by the Nursing Board of Malaysia since 1996.

CAREER OPPORTUNITIES

Graduates of this course who have passed the Final Examination (Registration) conducted by the Nursing Board, are eligible to register with the Board as registered nurses after which they can then apply for suitable nursing posts, either in the public or private sector. The rapid growth of health services in both the public and private sectors in this country guarantees a bright future for nursing graduates.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies to a

Bachelor's degree either in local universities or abroad.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics and either General Science or Biology and a pass in Bahasa Melayu and English

or

Pass in a Pre-Science Course (PD008)

• DIPLOMA IN MEDICAL LABORATORY TECHNOLOGY

PROGRAMME STRUCTURE

The programme trains and teaches students in laboratory investigations relating to diagnosis and the treatment and prevention of diseases by analysing various types of biological specimens. These specimens include blood, urine, faeces, sputum and tissues. Several aspects of clinical training in medical laboratories are structured into the curriculum to provide students with hands-on experience.

CAREER OPPORTUNITIES

Graduates may work in private or government hospitals. Graduates may also seek employment in private clinics, research laboratories, private clinical laboratories, university laboratories, as well as any related companies.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies at the degree level in related courses locally or abroad. Related courses, include Biomedical Science and Medicine. Graduates may also

specialise in specific disciplines through "post-basic" programmes offered by the Ministry of Health.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics and either Chemistry or Biology and a pass in Bahasa Melayu and English

or

Pass in a Pre-Science Course (PD008)

• DIPLOMA IN MEDICAL IMAGING

PROGRAMME STRUCTURE

Students will learn the basics of handling and operating an x-ray equipment, safe handling of patients, the hazards of radiation, and protective measures for the self, patient and public. This programme will equip students with the skill to produce appropriate images for the diagnosis and effective treatment of patients, in line with the latest technology.

CAREER OPPORTUNITIES

Graduates will have the opportunity to work as medical imaging technologists or radiographers in medical imaging departments either in government or private hospitals. Employment opportunities are also available in medical film industries and x-ray equipment companies.

PROFESSIONAL SOCIETY

Graduates may apply to become a member of the Malaysian Society of Radiographers (MSR) which is affiliated to the Confederation of Scientific and Technological Association in Malaysia (COSTAM) and the International Society of Radiographers and Radiological Technologist (I.S.R.R.T.).

OPPORTUNITIES FOR FURTHER STUDIES

Graduates may be able to continue their studies in specialised areas, such as Computed Tomography (CT), Magnetic Resonance Imaging (MRI), Ultrasound, Mammography, Interventional Radiology, Angiography, Nuclear Medicine, and Radiation Physics at Bachelor, Master and PhD levels locally and abroad.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics and Physics and a pass in Bahasa Melayu and English

or

Pass in a Pre-Science Course (PD008)

• DIPLOMA IN ENVIRONMENTAL HEALTH

PROGRAMME STRUCTURE

The cross-disciplinary curriculum of this programme includes general studies in Health, Health Engineering Sciences, Mathematics and Physical Sciences, as well as Social Sciences. This curriculum provides students a thorough understanding of the many health hazards in the environment and equips them with the expertise to measure, evaluate and recommend measures to control these hazards. The scope of this programme, includes food hygiene, insect and rodent control, communicable diseases investigation, public accommodation, care facilities, public recreational facilities, water supply and waste disposal systems, occupational health and safety, as well as pollution, such as air, water, noise and environment.

CAREER OPPORTUNITIES

Job employment opportunities are available in the Ministry of Health, local municipalities and in private industries involved in food production, environmental protection, occupational health, public health, pest control transportation, as well as in resorts and engineering firms.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates of this programme may further their studies in Bachelor of Science in Environmental Science or Occupational Health locally and overseas.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics and either Chemistry or Biology and a pass in Bahasa Melayu and English

or

Pass in a Pre-Science Course (PD008)

• DIPLOMA IN PHYSIOTHERAPY

PROGRAMME STRUCTURE

This programme provides professional education and training for students to be competent physiotherapists. They are trained to educate and treat clients using specialised techniques and modalities in exercise therapy and electrotherapeutic modalities.

CAREER OPPORTUNITIES

Graduates have the opportunity to work as physiotherapists in government and private

hospitals, the Social and Welfare Department, NGO's, sports and fitness centres, cardiac rehabilitation centres, geriatric centres and community-based rehabilitation centres.

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates with good results may further their studies to a degree programme in Physiotherapy at universities abroad. Those with outstanding results may further their studies in medicine.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics and either Physics or Biology and a pass in Bahasa Melayu and English

or

Pass in a Pre-Science course (PD008)

• DIPLOMA IN OCCUPATIONAL THERAPY

PROGRAMME STRUCTURE

Students are taught the theoretical and practical aspects of Health, Behavioural, Rehabilitation and Clinical Sciences in this programme. Other courses taught, include Orthotics and Prosthetics, Kinesiology, Ergonomics, as well as Social and Industrial Legislation. Students also undergo supervised clinical training in surgical, medical, orthopaedic, geriatric and psychiatric wards or clinics.

CAREER OPPORTUNITIES

Graduates may seek employment in private and government hospitals, special schools, community-based rehabilitation centres, psychiatric day care centres, sheltered workshops, old folks' homes, various sectors of industries, as well as training and consultancy organisations. The occupational therapist will help clients with physical, emotional, psychosocial and educational dysfunction so that they can function at an optimum level and be productive in all aspects of daily life. Clients could be from all ages, that is, from infants to the elderly.

RECOGNITION

UiTM is in the process of obtaining recognition for this programme from the World Federation of Occupational Therapists (WFOT). Graduates are greatly encouraged to register with the Malaysian Occupational Therapy Association (MOTA), which is a professional body and a member of the World Federation of Occupational Therapists (WFOT).

OPPORTUNITIES FOR FURTHER EDUCATION

Graduates may further their studies in Applied Rehabilitation at the degree level at universities abroad.

ENTRY REQUIREMENTS

SPM or its equivalent with at least five (5) credits, including Mathematics and either Physics or Biology and a pass in Bahasa Melayu and English

or

Pass in a Pre Science (PD008)

INSTITUTE OF RESEARCH, DEVELOPMENT AND COMMERCIALISATION (IRDC)

(Formerly known as Bureau of
Research and Consultancy)

INTRODUCTION

The Institute of Research, Development and Commercialisation (IRDC) coordinates and supports the university's academic community through services that facilitates their research, development, commercialisation and intellectual property protection activities. IRDC is divided into 7 divisions that are responsible for managing short-term research activities, long-term research grants, consultancy activities, financial management of consultancy, information management, intellectual property and commercialisation. Research managed by IRDC covers fundamental, applied and development research in Science and Technology, Social Sciences and Management Sciences. Consultancy work includes contract research, advisory services, design and build, testing and training. Other services provided by the Institute are training and advisory services on intellectual property protection and to facilitate the commercialisation of the university's intellectual property. IRDC is also responsible for publicising research and development output to the government and industry, both locally and abroad.

OBJECTIVES

- To nurture a research and development culture in UiTM
- To manage, administer and coordinate research
- To conduct and coordinate consultancy projects
- To facilitate the exploration of new areas and identify 'niche' areas
- To disseminate information and provide training on research, consultancy, intellectual property and commercialisation

- To ensure continuous quality research and consultancy
- To provide quality services through state-of-the-art technology
- To provide intellectual property protection through patents, industrial designs, trademarks and copyrights
- To commercialise UiTM's intellectual property through licensing, joint venture, equity participation, consultation and outright sales

VISION

To be a world class centre of excellence for research; development; consultancy; protection; and commercialisation of intellectual property.

For inquiries, please contact:

Tel : +603 5544 2094
Fax : +603 5544 2096
E-mail : waniz132@salam.uitm.edu.my

CENTRE FOR UiTM - INDUSTRY LINKAGES (UILC)

For inquiries, please contact:

Centre for UiTM-Industry Linkages (UILC)
2nd Floor, Bangunan Inovasi
Universiti Teknologi MARA
40450 Shah Alam, Selangor

Tel : +603 5544 2826 / 2825
Fax : +603 5544 2821
E-mail : uilc@salam.uitm.edu.my

<http://www.uitm.edu.my/uilc>

INTRODUCTION

The Centre for UiTM -Industry Linkages was set up on 16 June 2003. It aims to develop a strong culture of industry-academic partnerships.

UILC has the following objectives:

- To develop mutually beneficial strategic partnerships with the industries to enhance the university's academic growth and advancement
- To develop diverse multiple links with the industries in the niche areas of the university
- To ensure maximum utilisation of the human and physical resources of the university to the private and public sectors for commercial purposes in the areas of established strength
- To participate in strategic alliances in niche areas of the university through various forms of joint ventures

The functions of UILC are as follows:

- As a one-stop centre for information regarding UiTM-Industry related matters (as an information RICH-REACH centre)
- As a receiver and disseminator of jobs from industries to the appropriate faculties and centres (as a clearing house)
- As a consolidating centre to promote UiTM-Industry research relation

(contract, collaborative and upstream research with industries)

- To match core competencies of UiTM with core businesses of the industries
- To create strategic alliance partners with the government, companies and organisations (national and international academic alliances)
- To assist students' industrial training, staff attachment and employability of students

- To disseminate S&T information
- To work towards a national S&T communication policy

• CENTRE FOR HUMAN CAPITAL & KNOWLEDGE MANAGEMENT

The research done by the centre is structured around three programmes of inquiry:

- University and the intellectual production process
- Knowledge culture in higher education
- Intellectual capital

OBJECTIVES:

- To map and capture tacit and explicit culture and processes in higher education.
- To establish a repository centre for academic knowledge for competitive advantage.
- To promote and extend investigations of the emerging area of intellectual capital.
- To explore the legal implications on creativity and tacit knowledge.
- To exploit intellectual capital in context of the K-Economy, ICT and globalisation.
- To assess intellectual assets.

• CENTRE FOR CHANGE MANAGEMENT

The centre's research is structured around three programmes of inquiry:

- Change, Innovation and Quality.
- Systems and Processes.
- Tools for change.

OBJECTIVES:

- To develop methodologies supporting change initiatives within the organisation.

- To promote a forum for the exchange of ideas on handling change.
- To create awareness on change management
- To disseminate change management tools and strategies.
- To work towards quality and innovation.

• CENTRE FOR QUALITY MANAGEMENT

The centre's research is structured around three programmes of inquiry:

- Total Quality Management
- Quality Control
- Total Quality in Human Resources

OBJECTIVES:

- To promote total quality management as a strategic approach in managing organisational performance.
- To establish quality control and quality assurance system in an institution of higher learning.
- To encourage the use of total quality in reshaping the human resource environment.

• CENTRE FOR QUALITY ASSURANCE IN EDUCATION

The research done by the centre is structured around three programmes of inquiry:

- Quality Assurance in Education
- Assessment and Accountability
- Self Review

OBJECTIVES:

- To create and maintain a high quality learning environment.
- To strengthen the improvement of academic standards via formal and

- informal processes of benchmarking (national and international levels).
- To co-ordinate institutional self review.

• CENTRE FOR UNIVERSITY-INDUSTRY LINKAGE

The Centre's research is structured around two programmes of inquiry:

- The measurement of customer satisfaction and its relation to institutional quality.
- Benchmarking across universities and other institutions.

OBJECTIVES:

- To develop a system for monitoring customer expectations.
- To develop a mechanism to capture customer or client feedback.
- To develop a "Customer Relationship Management" (CRM) in maintaining university-industry linkages.

MODE OF ACTIVITIES

- Discourse sessions in the form of lectures, guided discussions
- Inaugural lectures, seminar series
- Roundtable Dialogues
- Occasional distinguished oration
- Courses and workshops
- Project activities
- Group level change project
- Electronic Change knowledge repository
- Capturing Change mapping matrix
- Developing Leadership skills
- Creating knowledge systems and paradigms
- Conducting scenario planning

INSTITUTE OF GRADUATE STUDIES (IGS)

For inquiries, please contact:

The Dean
Institute of Graduate Studies, UITM
Dwelling 3, INTEKMA Resort & Convention
Centre
Persiaran Raja Muda
Seksyen 7, 40000 Shah Alam
Selangor Darul Ehsan

Tel : +603 5522 5331 / 5522 5333
/ 5522 5343
Fax : +603 5522 5335

E-mail : mgr@uitmcgs.edu.my

Homepage: <http://www.uitmcgs.edu.my>

INTRODUCTION

The Institute of Graduate Studies (IGS) was established in April 1997, with the aim of strengthening the University's graduate programmes.

It operates as the nerve-centre of graduate-level education in the university and is responsible for the implementation, management and overall administration of graduate programmes. It coordinates and formulates policies on admission and academic regulations, as well as provides support to facilitate research and learning among graduate students.

VISION

To be at the forefront of scholarship that enhances academic advancement at the graduate level, in the pursuit of academic excellence and world class standards of graduate education.

MISSION

To nurture and develop a scholarly and knowledge-seeking community that explores all forms and frontiers of knowledge through higher degrees.

OBJECTIVE

To provide opportunities for Bumiputera students to further their education at the graduate level.

GRADUATE PROGRAMMES

The Institute offers master's and doctoral degrees in the following faculties:

AC	Accountancy
AD	Art and Design
AS	Applied Sciences
AP	Architecture, Planning and Surveying
BM	Business Management
EH	Chemical Engineering
EC	Civil Engineering
EE	Electrical Engineering
EM	Mechanical Engineering
MC	Communication and Media Studies
ED	Education
IS	Information Studies
CS	Information Technology and Quantitative Sciences
AL	Administration and Law
PH	Pharmacy
SR	Sports Science and Recreation
HM	Hotel and Tourism Management

These programmes are offered part-time or full-time through coursework and / or research.

BY COURSEWORK

Master's Programmes:

AC 770	Master of Accountancy
AD 771	Master of Art History and Cultural Management
AD 772	Master of Fine Art and Technology
AD 773	Master of Visual Communication and New Media
AD 774	Master of Design Technology
AD 776	MSc (Integrated Construction Project Management)
AD 779	MSc (Facilities Management)
BM 770	Master of Business Administration
BM 771	Executive Master of Business Administration (EMBA)
CS 770	MSc (Information Technology)
CS 771	MSc (Quantitative Sciences)
ED 720	Master of Education (TESL)
ED 724	Master of Music (Music Education)

- IS 770 MSc (Information Management)
 IS 771 Master of Knowledge
 Management
 MC 770 Master of Mass Communication
 SR 770 MSc (Sports Science)

BY RESEARCH

Master's Programmes:

- AC 780 Master of Accountancy
 AD 780 Master of Art (Art and Design)
 AL 780 Master in Administrative Science
 (MAS)
 AL 781 Master of Laws (LLM)
 AP 780 MSc (Built Environment)
 AS 780 Master of Science
 BM 780 Master of Business Administration
 (MBA)
 CS 780 Master of Science
 EC 780 MSc (Civil Engineering)
 EE 780 MSc (Electrical Engineering)
 EH 780 MSc (Chemical Engineering)
 EM 780 MSc (Mechanical Engineering)
 ED 780 Master of Education
 HM 780 Master of Science
 IS 780 MSc (Information Management)
 MC 780 Master of Mass Communication
 PH 780 Master of Science

Doctoral Programmes

- AC 990 PhD (Accounting)
 AD 990 PhD (Art and Design)
 AL 990 PhD (Administrative Science)
 AL 991 PhD (Law)
 AP 990 PhD (Built Environment)
 AS 990 PhD (Sciences)
 BM 990 PhD (Business Management)
 CS 990 PhD (IT & Quantitative Sciences)
 EC 990 PhD (Civil Engineering)
 EE 990 PhD (Electrical Engineering)
 EH 990 PhD (Chemical Engineering)
 EM 990 PhD (Mechanical Engineering)

- ED 990 PhD (Education)
 HM 990 PhD (Tourism Management)
 (Hospitality Management)
 (Food Service Management)
 IS 990 PhD (Information Management)
 MC 990 PhD (Communication)
 PH 990 PhD (Pharmacy)

ENTRY REQUIREMENTS

Master's Programmes:

- A Bachelor's Degree (Honours) from UiTM or any institution of higher learning recognised by the UiTM Senate; or
- Other qualifications equivalent to a first degree recognised by the UiTM Senate in a relevant field with relevant experience.

Doctoral Programme:

- A Master's degree (in a relevant field) from UiTM or any institution of higher learning recognised by the UiTM Senate; or
- Other qualifications equivalent to a Master's degree recognised by the UiTM Senate in a relevant field with relevant experience; or
- A Bachelor's Degree with First Class Honours from UiTM or any institution of higher learning recognised by the UiTM Senate.

Eligible candidates may also be asked to attend and pass an interview or a test, as required by certain programmes.

PERIOD OF CANDIDATURE

Master's Degree

Full-time	1 - 3 years
Part-time	1 1/2 - 5 years

Doctoral Degree

Full-time	2 - 4 years
Part-time	3 - 6 years

THE ACADEMY OF LANGUAGE STUDIES

INTRODUCTION

The Academy of Language Studies was established in 1972 for the purpose of co-ordinating the learning and teaching of English as a Second Language (ESL), as well as that of other Asian and European languages to all the students of UiTM.

Prior to this date, the teaching of these languages was decentralised according to the needs of different disciplines. With the setting up of this nerve centre, UiTM's language curriculum was formulated to cater for the ever-growing number of students who need to be proficient not only in the English language, but also in a third language. This language competency gives UiTM students a competitive edge in the job market.

The Academy of Language Studies prides itself on having more than 500 lecturers, with 256 serving in various faculties in Shah Alam and the rest in the branch campuses all over Malaysia.

The Department of English and Linguistics is the largest department in the Academy and caters to all the English language needs of the university. Apart from that, the English Language lecturers are also very involved in writing not only course materials and manuals, but also text books which are currently used by students and staff of UiTM and other institutions of learning.

The Malay Studies Department and the Department of Asian and European Languages cater to all the third language courses for the university students and staff, as well as those requested by outside organisations. They are actively involved in establishing links with a number of foreign universities in China, France, Germany and Thailand.

STRUCTURE OF THE ACADEMY OF LANGUAGE STUDIES

There are 3 departments:

- Department of English Language and Linguistics
- Department of Malay Studies
- Department of Asian and European Languages

COURSES OFFERED

The Academy provides a range of language courses from General Proficiency to Language for Specific Purposes to all UiTM students and staff, as well as government and corporate individuals. The Language for Specific Purposes programmes are very often designed to equip end-users with language skills needed in the working environment. The Academy offers language courses in English as a Second Language, Bahasa Melayu, Mandarin, Korean, Japanese, Thai, Arabic, French, German and Italian.

FUTURE PLANS

- To continue to upgrade the standard of professionalism in language teaching and learning
- To intensify research efforts in the field of language teaching and learning
- To produce interactive materials for self-access language learning
- To increase links with educational institutions abroad
- To introduce degree programmes in language, linguistics and translation
- To incorporate IT in the teaching and learning of language

For inquiries, please contact:

Tel : +603 5544 2400

Fax : +603 5544 2493

E-mail : mnoh520@salam.uitm.edu.my

MALAYSIA INSTITUTE OF TRANSPORT (MITRANS)

For inquiries, please contact:

Tel : +603 5544 2800
Fax : +603 5544 2344

E-mail : mitrans@salam.uitm.edu.my

INTRODUCTION

The Malaysia Institute of Transport (MITRANS) was established in 1982 in order to be a centre for transportation research, consultancy, training and database.

The Institute was established in the university because it was then the only higher learning institution, which offers comprehensive transportation courses.

Our aim is to contribute to nation building by providing solutions to transport problems with the establishment of smart partnership between the academia and the industry

As a result of this smart partnership, MITRANS has proven itself to be a reputable research, consultancy and advisory transportation centre.

The Institute takes a lead in initiating changes in the transportation industry towards becoming a technology-based industry.

We also conduct regular seminars and workshops that deal with current transportation issues which sometimes act as a 'public inquiry' to new policies introduced by the government and operators alike.

MITRANS welcomes collaborations with the common purpose of bringing the transportation industry to a respectable level of excellence in terms of its operation, services, user-acceptance and finally, its contribution towards the realisation of Vision 2020.

VISION

Leading institute of transport knowledge and excellence

MISSION

To serve as a centre of excellence in strategic transportation planning, policy, planning and development.

OBJECTIVES

- To conduct studies and research in transportation in the Asia-Pacific region for national development in terms of strategy, technology and innovation.
- To provide advisory and consultancy services to the transportation industry.
- To provide transportation database for the nation.
- To ensure the continuous provision of high quality, independent research.
- To share expertise and experience with customers and associates.
- To serve the Government of Malaysia in the field of transportation.

SERVICES

- Research and Consultancy.
- Transport Research Laboratory.
- Training and Human Resource Development.

A wide range of disciplines is listed below. In addition, the availability of comprehensive facilities in UiTM makes it possible for the Institute to pursue research and offer consultancy services in other areas as well.

MANAGEMENT AND OPERATIONS

- Maritime - Shipping & Seaport
- Civil Aviation
- Rail Transportation
- Road Transportation
- Urban Transportation
- Physical Distribution & Logistics

TECHNICAL

- Traffic Engineering
- Highway Engineering
- Information Technology
- Aeronautical Engineering

PROFESSIONAL DEVELOPMENT AND CONTINUING EDUCATION

- Short Courses in Transportation & Logistics
- Postgraduate Courses (Master's & Doctorate Programmes by Research)
- Database Bank on Transportation

PLANNING

- Land-Use / Transportation Planning

INTERNATIONAL EDUCATION CENTRE (INTEC) UITM SECTION 17 CAMPUS

For inquiries, please contact:

Director
International Educational Centre (INTEC)
Universiti Teknologi MARA
Section 17 Campus
40200 Shah Alam
Selangor Darul Ehsan
Malaysia

Tel : +603 5522 7001 / 7002
Fax : +603 5522 7010

E-mail : ilias@salam.uitm.edu.my

UITM Section 17 Campus, formerly known as the Centre for Preparatory Studies or Pusat Pendidikan Persediaan (PPP) is one of the pioneers of international education in Malaysia. Thousands of students sponsored by the Public Services Department of Malaysia (PSD), MARA and Petronas who began their studies at this campus have successfully continued their studies at prestigious universities in the United States, England, Australia and Japan since the campus was first established in 1983.

The national economic downturn in 1997 allowed only the concentration of preparatory programmes for the United States and Germany. In the year 2000, the centre changed its name to the Overseas Preparatory Programme (OPP) or 'Program Persediaan Luar Negeri' (PPLN) until 28 November 2001, when it became known as the International Education Centre (INTEC).

The centre now manages sponsored students of Public Services Department (PSD), MARA and the Ministry of Education (MOE) in the American Degree Foundation Programme (ADFP), the A-Levels (United Kingdom), the A-Levels (German), the A-Levels Twinning Programme (Medicine), the Australian and New Zealand Programme, the Russian Programme, the French Programme, the Korean Programme, the Middle-East Programme (MEP) and the Japanese In-Plant Programme.

Besides preparing students academically, INTEC also offers excellent learning facilities, which consist of computer laboratories, science and language laboratories, a library, sports and recreational facilities, counsellor services, support for comprehensive student activities and safe and comfortable halls of residence. Students are also guided to be

prepared mentally, physically and spiritually to face future global challenges abroad.

PHILOSOPHY

We believe that each individual is a life-long learner that practices ethical, moral and spiritual elements to think, to communicate and to make professional decisions to face global challenges.

VISION

A competitive world-class centre for international education programmes based on leading edge research and development and conducive teaching and learning environment supported by the latest technology to produce competent global graduates equipped with professional skills in areas of humanities, science and technology.

MISSION

To become a prestigious and a competitive centre for international education in humanities, science and technology through customised and diversified programmes, enhanced by collaborative international research and industrial linkages, embracing the values of dynamic, proactive and independent K-Leaders who are morally and spiritually sound to participate in a civilized society.

ACADEMIC PROGRAMMES

AMERICAN DEGREE FOUNDATION PROGRAMME (ADFP)

This programme is specially developed to prepare selected students for entry into the first year (Freshman Year) of top-level American universities. Students will undertake a 12 - 17 month foundation course (depending on their date of entry into INTEC) prior to joining American universities. Courses have been designed so that students can adapt successfully to the American system of education, and to become more effective and independent learners. An important component of the course is a special preparation for the Test of English as a Foreign Language (TOEFL), the Scholastic Aptitude Test (SAT) and the Advanced Placement Test which are among the requirements for admission into prestigious universities in the United States. Students will also be exposed to Freshman level academic courses. Students will spend about 4 years in the United States before obtaining their degrees.

A-LEVELS (GERMAN) PROGRAMME

This programme prepares selected students to take the A-Levels examinations after a 2-year preparation. Besides that, students will have an early exposure to the German Language conducted by native speakers recruited from Germany. Before students are scheduled to take the DSH examination (German Language Test for foreign student applicants), an 8-week Intensive German Language Course is conducted to better prepare them to pass the test. Upon passing the A-Levels and the DSH examinations, students will undergo an industrial training programme at the German Malaysian

Institute (GMI) for the duration of 8-12 weeks. Students will then enter the Fachhochschulen (FH), a technical university which runs professional courses for 5 years, including one year of industrial training.

A-LEVELS (UNITED KINGDOM) PROGRAMME

This programme is the latest addition to the existing overseas programme at INTEC. It is specially developed to prepare students for the A-levels examinations after a 2-year preparation. The students will then pursue their education in the field of Natural Sciences or Mathematics in the United Kingdom upon passing the A-levels examinations. They will spend about 3 years in the United Kingdom before obtaining their degrees.

AUSTRALIAN AND NEW ZEALAND PROGRAMME

Students in this programme will undergo a 6-month bridging course (known as YEAR 11), where students will be concentrating on English proficiency courses, namely Reading, Writing, Listening and Speaking and Grammar. They will also be taking the Introductory Courses in the subjects they require for courses in YEAR 12. In Year 12, students will be taking academic subjects related to the majors that they will be pursuing in Australia or New Zealand (Medicine or Engineering). Students will be taking an external examination prepared by the Senior Secondary Assessment Board of South Australia (SSABSA) to obtain the South Australian Certificate of Education (SACE) to fulfil the entry requirements in universities in Australia and New Zealand. Students will spend approximately 4 - 6 years before obtaining their degrees in their respective majors.

A-LEVELS MEDICINE PROGRAMME

This programme prepares students who are pursuing their studies in medicine. Students will spend 2 years at INTEC where they will prepare for the A-Levels examinations. Upon passing the examinations, students will have the choice of entering private higher learning institutions, like the Penang Medical College, the International Medical University or the Manipal Medical College. These institutions have twinning programmes with universities abroad like the University College of Dublin (UK), Royal College of Surgeons (UK), the Manipal Medical University (India), and many other universities. Students will spend part of their 6 years of study period in Malaysia and the rest in the respective universities abroad.

Starting from June 2003, INTEC also prepares students majoring in medicine for countries like India and Indonesia. Students will sit for the A-Levels examinations at INTEC before heading for the respective countries for the duration of 6 years.

MIDDLE-EAST PROGRAMME (MEP)

This programme prepares selected students to study medicine in universities in the Middle-East. Students will be at INTEC for the duration of 4 months, where they will be taking courses, such as Arabic, English, Biology, Chemistry, Physics, Pure Mathematics and Islamic Studies. During their stay at INTEC, students will be exposed to the structured co-curricular activities where they will be introduced to the culture, the society and the learning environment of the Middle Eastern countries in the form of lectures, seminars, discussions, excursions and visits.

FRENCH PROGRAMME

This programme is designed for students who are majoring in engineering to pursue their studies in France. Students will spend approximately 14 weeks learning mainly the French language. They will be exposed to the culture, the social life, the society and the education system in France through structured co-curricular activities in the form of lectures, seminars, discussions, excursions and visits. Professors from prestigious universities in France will conduct an informal interview with the students before they depart. Students will spend about 6-7 years in universities in France before obtaining their degrees.

KOREAN PROGRAMME

This programme is designed specially for students who are pursuing their studies in the field of engineering in Korea. Students will spend approximately 14 - 20 weeks learning the Korean language, the writing of the alphabet "hangul" and mastering the phonetic sounds. Structured co-curricular activities in the form of lectures, seminars, discussions, excursions and visits expose students to the culture, the social life, the society and the education system in Korea. Students will spend about 6 - 7 years in universities in Korea before obtaining their degrees.

RUSSIAN PROGRAMME

The programme caters to students who are pursuing their studies in medicine in Russian universities approved by PSD. Students will be in INTEC for 16 - 30 weeks learning the Russian language, English, Physics, Chemistry and Biology before pursuing their

studies in medicine for 6 years in Russia. Structured co-curricular activities in the form of lectures, seminars, discussions, excursions and visits expose students to the culture, the social life, the society and the education system in Russia.

INDUSTRIAL AND TECHNICAL (INPLANT) TRAINING PROGRAMME (ITTP)

The aim of this programme is to expose Malaysian technical personnel from government institutions or the public sector to Japanese work ethics, management and business practices, as well as to acquire occupational skills. This is achieved through 'on-the-job training' and attachment to private companies and public institutions in Japan. Trainers who come from different age groups, academic and work backgrounds will be fully sponsored by PSD. They will spend 6 months at INTEC for their Intensive Japanese Language classes, besides participating in the extra curricular activities. Trainers will spend 4 - 6 months in Japan which will be coordinated by the Japan International Cooperation Agency (JICA), the Association for Overseas Technical Scholarship (AOTS) and the Overseas Vocational Technical Association (OVTA).

INSTITUTE OF EDUCATION DEVELOPMENT (InED) (Formerly known as EDC)

For inquiries, please contact:

Tel : +603 5522 5440
Fax : +603 5522 5442

INTRODUCTION

The InED is the centre that handles three main programmes: Distance Education Programme, Affiliated Programme, and Continuing Education Programme.

HISTORY

The history of the centre goes back to 1973 when UiTM (then ITM) started offering off-campus programmes. In 1990, it became known as the Centre for External Education and started the Distance Learning Education Programme (PJJ). In 1996, the Centre was renamed as the Centre for Continuing Education (PPL) to reflect accurately its vision and objective as a centre offering continuing education to adult learners. In September 2001, the Centre underwent changes in structure and was renamed as the Centre for Education Development (EDC). In November 2003, in line with the overall restructuring of UiTM, EDC became InED. It now offers various programmes under alternative learning modes, including electronic distance learning, conventional distance learning, affiliated programmes and short courses. To date, InED has a total of 15,000 candidates participating in various programmes.

DISTANCE EDUCATION PROGRAMME

This programme offers an alternative mode of education to working Bumiputeras who cannot attend classes full-time. Distance learning is offered in two ways: conventional distance learning and electronic distance learning. Students are expected to study independently, but are required to attend seminars at least once a month. Currently, there are ten branch campuses offering the distance education programme.

AFFILIATED PROGRAMME

This programme was established in June 1996. Until January 2001, it was managed by the Affiliated Programmes Unit under the auspices of the External and International Relations Office, a unit placed directly under the Chancellery. However, in September 2001, it was placed under EDC. The programme began its operations with several private colleges offering several affiliated programmes at their premises. These colleges were Kolej Yayasan Pelajaran MARA, Kuala Lumpur, Kolej IKIP in Pahang and INPENS College, Selangor. At present, there are 19 private Bumiputera colleges running these affiliated programmes. The main aim of the programme is to provide opportunities for qualified Bumiputera students who are not selected to enter public universities to further their education.

CONTINUING EDUCATION PROGRAMME

The objective of this programme is to offer continuing education to upgrade the knowledge and career of individuals. It also aims to increase human resource productivity and thereby, contributing to national development. This programme is offered to the public.

PHILOSOPHY

A belief that every individual, given the opportunity to continue his education, can play a role in developing himself, his society and the nation.

VISION

InED will be a centre for academic excellence in the field of educational development.

MISSION

To offer quality education programmes via alternative learning modes in order to provide Bumiputeras with the means to upgrade their knowledge and enhance their opportunity for career advancement.

OBJECTIVE

To provide Bumiputeras with alternative learning opportunities to enable them to become independent, knowledgeable and morally upright in the conduct of competing in business, trade, science and technology.

Programmes

Distance Education Programmes

- Master of Science in Information Management
- Bachelor of Business Administration (Marketing)
- Bachelor of Business Administration (Finance)
- Bachelor in Mass Communication (Public Relation)
- Diploma in Accountancy
- Diploma in Business Studies
- Diploma in Business Studies (Insurance)
- Diploma in Banking
- Diploma in Public Administration

Affiliated Programmes

- Diploma in Computer Science
- Diploma in Hotel Management
- Diploma in Office Management and Technology

- Diploma in Accountancy
- Diploma in Business Studies
- Diploma in Civil Engineering
- Diploma in Electrical Engineering (Electronics)
- Diploma in Art and Design (Graphic Design)
- Diploma in Art and Design (Fine Arts)
- Diploma in Science
- Pre-Science
- Pre-Commerce
- Pre-Accountancy
- Certificate in Office Administration
- Certificate in Information Technology (Information System)
- Certificate in Computer Programming

Continuing Education Programmes

- 'Certificate of Attendance' Programme
- Executive Programme (Certificate and Diploma)
- Consultation and organisational research services.
- E-learning and web-based organisational learning programmes
- Smart partnership with institutions of higher learning and professional consultants

CENTRE FOR ISLAMIC THOUGHT & UNDERSTANDING

For inquiries, please contact:

Tel : +603 5544 2666
Fax : +603 5544 2344

E-mail : musa@salam.uitm.edu.my

INTRODUCTION

Islamic education was first introduced to the university in 1975 under the responsibility of the Islamic Thought & Understanding Unit. Two years later in 1977, the Islamic Civilisation Course was made compulsory for all the students in the university. To cope with the rapid expansion the teaching of Islamic education pan-UiTM, the Unit became the university's Centre for Islamic Education in 1983.

THE OBJECTIVES

- to enhance the dissemination of Islamic knowledge and thinking through good academic programmes
- to ensure the successful realisation of the objectives of Islamic education in UiTM
- to highlight the Islamic perspectives of the various academic disciplines in the university

PHILOSOPHY

We believe that every man can develop good moral values through an integrated Islamic education.

VISION

To apply the islamisation of knowledge and thinking in the university for the betterment of the Ummah.

MISSION

To be an established centre that provides academic programmes with an Islamic orientation.

ACTIVITIES

The Centre for Islamic Thought & Understanding conducts the teaching of various courses which are compulsory for all UiTM Students. Apart from the core courses, there are also elective courses, like 'Tamadun Islam' and 'Tamadun Asia' (TITAS), which are offered only to certain faculties. Currently, the Centre services 50 courses in various faculties.

ACHIEVEMENTS

The Centre has conducted a number of workshops, seminars and short courses. Recently, the Centre organised an International Seminar on "Muslims, Technology and Innovation". It has also undertaken a major review of its curriculum.

FUTURE PLANS

- offer more professional Islamic courses to meet the high demand
- offer courses at Masters and PhD levels with the cooperation of the Institute of Graduate Studies, as well as other faculties
- foster a research and consultancy environment
- upgrade the Centre into an institute or academy
- offer Islamic professional services to the public

MALAYSIAN ENTREPRENEURSHIP CENTRE

INTRODUCTION

The Malaysian Entrepreneurship Development Centre (MEDEC) was established in 1975 to facilitate the growth of Bumiputera entrepreneurs in Malaysia. Specifically, it was set up for the purpose of (i) planning and implementing entrepreneurship education (ii) conducting business consultation and advisory services (iii) training and (iv) encouraging research and publications in the field of entrepreneurship.

MISSION

To enrich knowledge in the field of entrepreneurship and produce quality entrepreneurs.

VISION

To be a well-recognised centre of excellence for entrepreneurship studies and development that is based in a higher learning institute.

OBJECTIVES

- To nurture entrepreneurship knowledge through entrepreneurship studies and education.
- To produce and develop knowledgeable, enterprising and effective entrepreneurs.
- To assist entrepreneurs in developing viable enterprises which are capable of competing in the world of business and industry.

ORGANISATION

MEDEC consists of 4 different departments, which are Entrepreneur Development,

Entrepreneurship Education, Enterprise Development and Entrepreneurship Studies.

Major programmes and activities carried out are :

- Entrepreneur Development Programmes (EDP) targeted for business start-ups, civil service personnel, UiTM staff, working executives and personnel and existing enterprise owners.
- Academic programmes, such as Fundamentals of Entrepreneurship, Entrepreneurship Electives, Minor and Major in Entrepreneurship Studies, MBA Specialisation in Entrepreneurship.
- Entrepreneurship Graduate Programme.
- Technopreneurship programmes targeted towards the creation and development of entrepreneurs involved in technology-based business.
- Courses and programmes blending both managerial and entrepreneur input in collaboration with the Ministry for Entrepreneur Development (KPU) and other supporting agencies.
- Business Improvement, Follow-up and Training of Trainers Programmes.
- Business Advisory, Research, and Consultancy Services.
- Publications, Data and Information Dissemination.

MEDEC INTERNATIONAL LINKAGES

MEDEC, in pursuance of its objectives, has collaborated with international based organisations. These include, among others University of Saskatchewan Canada, Asian Productivity Organisation (APO), International Labour Organisation (ILO), United Nation Organisations (UNIDO), UNDP and UNOSP, Asian Institute of Management

For inquiries, please contact:

Tel : +603 5522 5485
Fax : +603 5522 5467

E-mail : zafaran@salam.uitm.edu.my

(AIM), Tri-lateral APEC SME with University of Nebraska-Lincoln, Howard University and AIM, Commonwealth Secretariat, USAID, USIA, the Government of Brunei Darussalam and Irish Management Institute.

Recently, MEDEC was appointed by APEC through SMIDEC to represent Malaysia as the Economic Institute which is responsible for conducting training and certification programmes for Small Business Counsellors.

CENTRE OF COMPUTER AIDED DESIGN ENGINEERING & MANUFACTURING (CADEM)

For inquiries, please contact:

Tel : +603 5544 2800
Fax : +603 5544 2801

E-mail : anuar@salam.uitm.edu.my

INTRODUCTION

The Centre of Computer Aided Design Engineering and Manufacturing (CADEM) was set up in 1 October 1991.

The establishment of the centre is in line with the government's strategy to transform Malaysia into a fully industrialised nation by the year 2020. This centre provides facilities, services and training to students and academic staff from various faculties. It also works in collaboration with the private sector for the development of new products, improvement of product design and quality, and provides professional services.

OBJECTIVES

- To provide advanced and recognised training in the application of CAD/CAE/CAM
- To provide consultancy services in CAD/CAE/CAM.
- To conduct research and development in CAD/CAE/CAM

ACTIVITIES

Training

Regular short courses and hands-on training sessions conducted at the centre include :

- a. Product and Mold design - (CATIA and UG)
- b. Drafting and simple design - (AutoCAD)
- c. Geographical Information System - (Arc Info)
- d. Electronic design automation - (CADStar)
- e. Fluid Dynamic - (Fluent and Pheonics)
- f. Multimedia - (HyperStudio)
- g. Hands-on Simulation and programming for CNC machine (Turning, Milling and Wire Cut EDM).

Consultancy

A number of consultancy and services have been carried out for PROTON Vendors, PERODUA, SMEAviation, Geographical Department (Ministry), Training for International Youth Skill ASEAN and Olympics competition, fire simulation (CFD), etc.

Research and Development

A number of research work is conducted at the centre. The centre has won three IRPA grants totaling RM1.8 million. They are :

- a. Electronic Design Automation - Development of Portable Electronic instrument for BIOTECH.
- b. Development of Intelligent Controller for motor control and robotic.
- c. Fluid dynamic studies for design and analysis.

CENTRE FOR INTEGRATED INFORMATION SYSTEMS

For inquiries, please contact:

Tel : +603 5544 2196
Fax : +603 5544 2197

E-mail : othmani@salam.uitm.edu.my

INTRODUCTION

The Centre for Integrated Information Systems (CIIS) was originally established to address the computing requirements of UiTM. It has recently been restructured to conform to UiTM's overall Information and Technology strategies, and to fulfil the university's administrative and academic needs. The new matricised framework, offering flexibility and adaptability, is made up of the following functional and product units:

1. Management Support Office

As an administrative entity, the Management Support Office is responsible for typical corporate services encompassing finance, planning and personnel functions. The division also carries out contract administration and offers information-based services.

2. Office Automation Division

The Office Automation Division manages typical office applications. The division is also responsible for other work-flow based applications derived from groupware, inter-departmental and intra-departmental applications.

3. Application Systems Support Division

The Application Systems Support Division comprises a number of units that are responsible for various administrative systems, including those that are Intranet and Extranet based. Among the larger units are the Integrated Student Information System (ISIS) Unit, the Human Resource Information System (STARS) Unit and the Financial

Accounting Information Unit. Each unit is responsible for supporting departmental and cross functional processes in UiTM.

- The Integrated Student Information System (ISIS)

ISIS offers 6 main modules encompassing the complete student life cycle process, from intake to convocation and finally Alumni. It is deployed across all campuses and utilises a Web browser.

- The Human Resource Information System (STARS)

STARS reflects the university's objective of formulating a synergistic relationship with the private sector. The system represents the ultimate human resource utility offering a comprehensive scope of human resource management requirements conforming to local governmental and commercial needs. STARS is deployed across all branch campuses and utilises MS-Window interfaces.

- The Financial Accounting Information System (FAIS)

FAIS is a modular and integrated system which offers all the utilities required for accounting and also facilities for decision making purposes by addressing all conceivable financial elements. FAIS is also deployed across all branch campuses and utilises Informix DBMS open system.

4. System Integration Unit

The principal task of the System Integration Unit is to manage integration among the various systems and technologies, in addition to ascertaining performance and quality standards.

5. Network Division

The Network Division controls the Local Area Network at Shah Alam and the Wide Area Network for the entire university. The division is responsible for the design, maintenance and enhancement of the network infrastructure.

6. Web Services Division

The UiTM website and other Internet systems are managed by the Web Services Division which also provides services for designing and developing applications using Hypertext Mark-up Language (HTML) and Active Server Page (ASP). This division also offers multimedia services.

7. Customer Support Division

Support and maintenance of the large number of PC-based systems fall under the jurisdiction of the Customer Support Division.

8. Training Division

The Training Division organises training and consultancy programmes tailored for not only the university's academic, administrative and support staff, but also for people outside the university.

9. Branch Campus Support Office

The Branch Campus Support Office is a sub-set of the main CIIS office and will grow as more systems are implemented at the respective campuses.

VISION

To realise a sustainable competitive advantage in the arena of Total Information Management Solutions by assimilating the best practice and modern technology in the development of integrated systems.

MISSION

To create, enhance and manage the infrastructure and systems for an electronic learner-centred environment in order to realise the information processing needs of the university's academic and administrative population, and that of other stakeholders.

ROLES AND FUNCTIONS

- Advise UiTM and relevant committees on ICT strategies and policies.
- Advise UiTM over the assimilation of ICT in re-engineering the administrative processes.
- Design, implement and maintain major administrative systems
- Design, implement and maintain the networking infrastructure, including the LAN and WAN across the branch campuses
- Provide ICT services for both academic and administrative population of UiTM
- Provide training programmes in ICT for UiTM staff
- Provide helpdesk facilities for users.

SERVICES

- Network Design
- Systems Development
- Web & Multimedia Design and Development
- Maintenance Services
- Email and Internet Services
- Administrative Systems Services
- Personal Computer Services
- Consultancy Services

CIIS 2001- 2002 PROJECTS

- Replacement of old network infrastructure in the main campus to cater for existing and new buildings in the main campus
- Branch campuses network infrastructure (Phase II)
- Perak campus network infrastructure (Phase II)
- Johor campus network infrastructure (additional LAN)
- Local Area Network (LAN) for Medical Centre (Pusat Kesihatan)
- Internet (Jaring) connectivity increased to 4Mbps and COINS Connect upgrade to COINS Premium Gold.
- New modules under iSIS catering for Centre for Graduate Studies and International Education Center (INTEC)
- On-line Admission into UITM Programmes
- E-Registrar Phase I
- E-Security System
- E-Transportation System
- E-Clinic System
- Upgrading of STARS version 3
- 24 hour Computer Centres
- Development of websites for faculties
- Phase 2 of EIS

NATIONAL SOIL EROSION RESEARCH CENTRE (NASEC)

For inquiries, please contact:

Tel : +603 5544 2781/84/80

Fax : +603 5544 2783

E-mail : rosianza@salam.uitm.edu.my

INTRODUCTION

The National Soil Erosion Research Centre (NASEC) is a centre of excellence that began operation on 1 January 2002. The centre has a head who is assisted by a strong group of administrative and academic staff.

UNITS

NASEC is divided into three special units:

- Research and Consultancy (RC)
- Soil Testing (ST)
- Geographical Information System (GIS)

OBJECTIVES

- To act as a centre of reference in areas related to soil erosion
- To conduct research and consultancy related to soil erosion issues
- To explain issues related to soil erosion to the government, private agencies and the public in general

ACTIVITIES

- Analysing the data on rainfall in all states inclusive of Sabah and Sarawak in order to produce a soil erosion risk-map in every state, which is based on the rainfall erosivity factor, known to be the main cause for landslides in the country.
- Analysing the physical characteristics of soil in all highland recreational areas such as Cameron Highlands, Genting Highlands, Fraser's Hill, Gunung Jerai, Bukit Larut and Bukit Bendera in order to produce a soil erosion risk map in these areas which is based on soil erodibility.

- Analysing the physical characteristics of soil along the North-South Expressway (PLUS) from Bukit Kayu Hitam - Johor Bahru, Grik - Jeli Highway and Kuala Lumpur - Karak Highway routes to produce a soil erosion risk-map of these areas.
- Conducting periodic research on rainfall erosivity and soil erodibility factors when landslides occur in the country.

AWARDS

YEAR

- 2001 Bronze Medal award at the Invention & Innovation Competition Expo Science & Technology organised by Ministry of Science, Technology and Environment, PWTC, Kuala Lumpur (**ROM SCALE**)
- 2002 Gold Medal Award with Distinction at the 30th International Exhibition of Inventions, New Techniques And Product of Geneva (**ROM SCALE**)
- 2002 Silver Medal Award at the Invention and Innovation Competition Expo Science and Technology organised by Ministry of Science, Technology and Environment, PWTC, Kuala Lumpur (**ROSJAN Number**)

PATENT PRODUCT

ROM SCALE: Measurement on the Degree of Soil Erosion Risk (Malaysian Patent Application Number: P120023301)

CENTRE FOR STRATEGIC PLANNING

For inquiries, please contact:

Tel : +603 5544 2255
Fax : +603 5544 2070

E-mail : halim@salam.uitm.edu.my

INTRODUCTION

The Centre for Strategic Planning (CSP) is responsible for undertaking UITM's long term planning and development.

The main responsibilities of CSP are as follows:

- Preparation and co-ordination of UITM's Corporate Strategic Planning
- Planning of UITM's physical expansion
- Preparation of relevant information for strategic decision-making
- Conducting Tracer Studies for evaluation of UITM's performance

SPORTS CENTRE

INTRODUCTION

The Sports Centre (formerly known as Sports Unit) was established in 1971. It was upgraded from a unit to a centre on 1 August 2001 and comes under the management of the Students Affairs Department. The centre has 38 staff from various categories: sports officers, assistant sports officers, coaches, clerical staff and labourers. The centre has 4 units that aim to give good and quality service to the customers. The units are: the Sports Development Unit, the Students Activity Unit, the Sport Facility Management Unit and the Events Management Unit.

OBJECTIVES

- To upgrade the university's image through achievements in sports
- To encourage the campus society to be active and to participate in sports and recreational programmes
- To create a good relationship between the outside community and the campus community
- To conduct sports activities as one of the subjects in the co-curriculum
- To generate sources of income through the rental of facilities and the managing of events
- To provide quality service to the customers

CONSULTING SERVICES

- Events Management Consultancy
- Sport Facility Management Consultancy
- Conducting sports seminar, workshops and events
- Providing sports trainers and sports speakers
- Providing sports facilities for rent

ACHIEVEMENTS

- Overall Champion in the Malaysia Intersvarsity Games in 1997, 2002 and 2003
- Recognition in the Malaysia Book of Record for successfully raising the longest Malaysia flag (4 km) at Mount Kalapathar, Nepal in May 2002
- Recognition in the Malaysia Book of Record for successfully raising the biggest Malaysia flag (100m x 60 m) at Mount Kalapathar, Nepal in May 2003
- Gold medal in the lawn bowl pairs event at Arafura Games, Darwin Australia in 2000
- Champion in the 2000/2001 Malaysian University Sports Council Circuit
- National Champion in the National Women Handball Championship 2003
- Champion in the CELCOM- Uni League Football Championship 2003
- Champion for the FA Cup Football Association of Shah Alam
- Champion in the Inter College Rugby League 2003 organised by the Selangor Rugby Union
- Hosted national and international sports events, such as the Asean University Games (2002), the Asean Ports Authority Games (2002), Silat Nusantara Festival (1994) Malaysian Games (1998), HICOM Games, UMW Sports Carnival, Telecom Games
- Organised a national seminar on Sports Facility Management (1999 and 2001)

For inquiries, please contact:

Tel : +603 5543 5620

Fax : +603 5543 5625

E-mail : mustaza@salam.uitm.edu.my

**INSTITUTE OF
LEADERSHIP AND
QUALITY
MANAGEMENT
(ILQAM)**

(Formerly known as PSPP)

For inquiries, please contact:

Tel : +603 5544 2710
Fax : +603 5544 3740

E-mail : dmustafa@salam.uitm.edu.my

INTRODUCTION

The Institute of Leadership and Quality Management was set up in March 2003 in line with the requirements of IPTA Quality Assurance 2002 of the Ministry of Education of Malaysia. Prior to that, it was called the Resource Centre for Teaching and Learning (PSPP).

Its main objective is to enhance the level of professionalism among the academic staff of UiTM in teaching and educational technology, leadership and management quality.

ILQaM's aims are:

- To enhance the lecturers' level of understanding of UiTM's educational objectives, their role as lecturers and the professional ethics of academics.
- To improve quality in teaching and research and cultivate skills in instructional technology.
- To develop training programmes to enhance teaching quality via e-learning
- To develop leadership and quality management skills among lecturers and academic administrators of UiTM.
- To improve the level of competency among academic staff in line with the Skim Saraan Malaysia (SSM).
- To train potential leaders and academic administrators at all levels in UiTM.
- To recommend the appointment of academic leaders through the "Search Committee" appointed by the Vice Chancellor.

**THE UNIVERSITY
PUBLICATION CENTRE
(UPENA)**

INTRODUCTION

The University Publication Centre or "Pusat Penerbitan Universiti" (UPENA) was established in 1981. It functions as a Publishing House for intellectual and creative ideas of UiTM staff. Its establishment is primarily for the dissemination and expansion of scholarly knowledge, and to ensure that such knowledge and related information are well preserved.

ACTIVITIES

In addition to publishing literary works, UPENA also conducts and organises writing and publishing courses. Courses, such as scholarly writing and editing, translation and desktop publishing are conducted from time to time in order to assist writers in acquiring the required skills and relevant techniques of writing and publishing.

ACHIEVEMENT

Since inception, UPENA has published one hundred and twenty three (123) titles in various fields and areas of specialisation. UPENA's main aim is to produce quality books and journals. To achieve this, it emphasises commitment as the main criterion in providing excellent professional services.

For inquiries, please contact:

Tel : +603 5544 2137
Fax : +603 5544 2131

INTEKMA RESORT & CONVENTION CENTRE RESORT WITHIN A CITY

For inquiries, please contact:

INTEKMA Resort & Convention Centre
Persiaran Raja Muda
Seksyen 7, 40000 Shah Alam
Selangor Darul Ehsan

Tel : +603 5512 9077
Fax : +603 5518 1137

E-mail : shahalam@intekmaresort.com

BUSINESS SATISFACTION IN A LEISURELY SETTING

INTEKMA Resort & Convention Centre is an All-Suite Resort & Convention Centre. It is a perfect place for business, convention, leisure and social events. Surrounded by lush natural greenery, it is strategically located to provide the perfect escape from the hustle and bustle of city life.

BUSINESS WISE CONDOTEL RESORT

INTEKMA Resort & Convention Centre's tastefully designed, value for money accommodation consists of 286 well-equipped rooms. The spacious all-suite resort is elegantly designed to complement both business and leisurely pursuits.

CONFERENCE & MEETING FACILITIES

Banquets, meetings and conventions can be held at INTEKMA Resort & Convention Centre. The Sri Bestari Ballroom comfortably seats up to 1000 pax for a convention and is ideal for weddings, annual dinners, conventions, seminars, training and other functions. The Cendekia rooms cater to functions of various sizes ranging from 10 to 80 pax.

RECREATION FACILITIES

The facilities provided at the resort are the swimming pool and tennis court. You can also visit the nearby lake, Bukit Cahaya Sri Alam Agriculture Park, Wet World Park, Dataran Shah Alam and the famous Shah Alam Blue Mosque.

RESTAURANTS

The Pendeta Coffee House has an excellent dining atmosphere and serves an enticing choice of both local and international cuisine at value prices. The Poolside Café which is beautifully lit serves steamboat, hawker-style buffet and BBQ at night.

CENTRE FOR CREATIVE DESIGN

(PUSAT DAYA CIPTA)

For inquiries, please contact:

Tel : +603 5544 4004

Fax : +603 5544 4011

E-mail : pdc@salam.uitm.edu.my

INTRODUCTION

Centre for Creative Design is a Consulting Centre under the management of the Faculty of Art and Design. It was initially formed in 1984 in accordance with the faculty's proposal to have a centre as a "Production Unit" to handle all consultancy services in various aspects of art and design.

OBJECTIVES

- To offer consulting services and commissioned jobs to private companies, government agencies and individuals.
- To gain experience, training and incentives for staff and students in doing commissioned jobs, consulting and business entrepreneurship.
- To act as a channel for staff and students to promote their creative talents and to market their works.
- As a means for the public to assess students' work.

TYPES OF CONSULTING SERVICES OFFERED:

- Designing logos, posters, brochures, pamphlets certificates and cards.
- Designing trophies, medals, souvenirs and ceramic items.
- Designing uniforms, academic robes, batek materials and other related textile.
- Designing sculpture, emblems and mural printing.
- Designing industrial products, furniture and transport.
- Photography, video services and multimedia works.
- Designing home and office interiors, shop and exhibition display.
- Conducting seminars, exhibition and creative event.

ACHIEVEMENTS

PDC successfully undertook various projects such as designing, logos, uniforms, medals, automobiles, emblems, photography services, web sites and seminars.

For Example :

- Logo : Galeri DiRaja, OIC 2000, Pacific Bank, Filem Negara, UITM, Open University, KTKM, etc.
- Uniform : ITTC, UTM, UiTM, IJN, TDC, Robes UNITEN, Proton, Custom Malaysia, etc.
- Trophy : National Tilawah, International Tilawah, Gold Medal for UUM, USM, Majlis Raja-Raja, UiTM Cokmar, National Day Trophy, etc.
- Automobile : Ford Ranger Expression, Nomad (Morocco), Proton Cosmetic, Electric Car-TEN
- Photography : UiTM Convocation
- Painting : JPM (50 pieces), Tuntung Sculpture (Bota, Perak), Bank, etc.

THE REGISTRAR'S OFFICE

For inquiries, please contact:

Tel : +603 5544 2266
Fax : +603 5544 3001

E-mail : rabiah@salam.uitm.edu.my

INTRODUCTION

The Registrar's Office is the main focus of all HR functions and policies in the university. In addition to that, it is also responsible for Student Records and the management of convocations. The Registrar's Office plays a major role in HR policy making and operational processes and procedures mainly due to the size of the university and the huge number of staff and students nationwide. Thus, the office has been given the major task of coordinating and standardising administrative processes, procedures and practices throughout the UiTM system.

The Registrar's Office was enacted in accordance with the ITM Act 1976 Section 2(1). It began operations in 1968 and its functions have multiplied tenfold since then.

VISION

To be a Centre of Excellence for HRM, HRD and Student Management towards the realisation of UiTM's vision.

OBJECTIVES

- To develop an efficient and effective customer focused management system by inculcating good work ethics and TQM practices
- To provide timely and excellent HR services by effectively utilising HR and maximising the potential use of IT
- To plan and provide an integrated staff development programme
- To develop UiTM's Training Centre into a Strategic Business Unit
- To develop an effective staff and student records management system

MAIN FUNCTIONS:

- Human Resource Management
 - a. Staff Remuneration and Compensation
 - b. Staff Evaluation and Career Development
 - c. HR Planning and Recruitment
 - d. Staff Relations and Welfare
- Human Resource Development
 - a. Staff Scholarship Management
 - b. Staff Training and Development
- General Administration and Secretariat functions
- Staff Discipline Management
- University Records Management and Archives
- Student Records and Convocation Management

RECOGNITION AND AWARDS

This office's continuous efforts and belief in providing excellent services has been repeatedly recognised at the University and national level through various awards and visits from other agencies and universities. This recognition has given the Registrar's Office the impetus to continuously improve not only in HR knowledge and skills but also usage of equipment and hardware as necessary tools in HR operations.

STUDENT AFFAIRS DIVISION (HEP)

For inquiries, please contact:

Tel : +603 5544 2244

Fax : +603 5544 3512

E-mail : nasuddin@salam.uitm.edu.my

INTRODUCTION

The Student Affairs Division or HEP (its Malay acronym) is one of the most important divisions in UiTM. It was specially set up to give services to students' welfare.

A variety of approaches have been taken and several changes in the administration and management systems have been carried out to give the best and most competent services to all students. It is partly the work of HEP to help produce bumiputera graduates who are well-educated and ethical.

The importance of the HEP division became more evident with the introduction of the Educational Institutions' Act (Disciplinary) (1976) and the ITM Act (Revised 1996).

VISION

To form a service management system in order to produce efficient, professional, dynamic and effective students in line with UiTM's objectives and vision.

MISSION

To produce and develop a generation of students who are educated, innovative, competitive and who can be positive agents in the development of the nation and the country.

FUNCTION

- To help UiTM students in matters of welfare, comfort, and security and to coordinate financial assistance and scholarships given to them.
- To create special funds, such as the

Student Welfare Fund, Student Emergency Fund and Student Curriculum Fund.

- To provide accommodation and food to the students who live in colleges.
- To coordinate student activities and movements within the university and with other educational institutions and external associations, so as to ensure that students fulfil both spiritual and worldly needs and are exposed to the reality of the working environment.

ACHIEVEMENTS

The approaches and changes, which are in accordance with current needs, have ensured that the HEP division is working at its best and is most efficient. Students are now more flexible in the activities they are involved in. The appointment of a Deputy Vice-Chancellor as the head of this division is symbolical of its important role. The units under HEP also provide ongoing services to students in many aspects, from co-curricular activities, to students' welfare.

The new approaches and changes have also made programmes organised by students' societies and clubs under HEP better known and more successful. The division also excels at the staff level, because of its success in helping to organise national and international level events, such as 'Rakan Muda' Recreational Carnival, Kala Pattar & Everest Base Camp UiTM Expedition, Malaysian Landscape Exhibition & Seminar in UK & Europe, Malaysia International Volunteer Corps to Hanoi, Vietnam, Citrawarna, and the Annual Universities Sports Championship (MASUM).

This division is also the first to be approached in UiTM by the new students during UiTM's Vision Week or Minggu Haluan Siswa (MHS). The objectives of the MHS include introducing UiTM to the new students, developing students' thinking and mental strength, teaching them to value friendship and people.

This division also takes care of the welfare of UiTM students. Among the steps that have been taken for this purpose is the creation of additional units to facilitate the handling of student problems. These are the Housing and Welfare Unit, (which also looks after non-resident students), the Technical Unit and the Communication Unit, where students can supply information to the division. These units also provide funds for needy students, entrance fee exemptions, special funds to help meet expenses for emergencies such as accidents, deaths, etc. These welfare benefits are provided for all UiTM students who need them regardless of whether they are full-time or off-campus students.

SERVICES FOR STUDENTS

- UiTM Health Centre
- Dentistry Unit
- Accommodation and Food Unit
- Housing and Welfare Unit
- Scholarships and Student Affairs Unit
- Students' Emergency Fund
- Co-Curriculum Centre
- Students' Activities Unit
- Communication Unit
- Disciplinary Unit
- Technical Unit
- Residential Colleges
- Accounts Unit
- Student Representatives Council (MPP)

ACADEMIC AFFAIRS DIVISION

For inquiries, please contact:

Tel : +603 5544 2233
Fax : +603 5544 3510

E-mail : ahmadz@salam.uitm.edu.my

INTRODUCTION

The Academic Affairs Division is a centre entrusted with the management of all academic affairs of the University. It was established on 21 August 1969 as part of the restructuring of UiTM's administration and was then headed by the Dean of Academic Affairs. At its inception, the Division of Academic Affairs managed only 9 schools (now known as Faculties) that offered 42 programmes. By 1988, UiTM once again underwent restructuring. Subsequently, the duties that came with the post of the Dean of Academic Affairs went to three Assistant Directors (Academic). In 1996 amendments were made to the ITM Act of 1976 that led to further changes.

At present, the Division is placed under the office of the Deputy Vice-Chancellor (Academic), three Academic Heads who are headed by the Director of Academic Development and responsible for academic matters of 20 faculties and academic centres, in addition to 14 branch campuses all over the country.

OBJECTIVES

The Division oversees the academic administration of the University in line with the objectives of higher education set by the Ministry of Education. It plays a leading role in the academic development of UiTM. The responsibilities of this Division include managing academic processes and procedures, providing direction to academic developments, regulating academic systems and policies, observing the quality of academic assessments and monitoring academic standards. One of its main objectives is to keep up with the current

demands and standards of professionalism in the world of academia. The division is also involved in various academic-related activities such as research and publications, organising colloquiums, seminars, deans' lecture series and academic conferences.

ACTIVITIES

The main activities conducted by the Division are as follows:

- Creating and disseminating information on academic policies and procedures
- Ensuring the observation of academic regulations
- Standardising academic systems and processes
- Guiding approaches to programme development
- Evaluating proposals of new and revised curriculums
- Monitoring the implementation and quality of academic assessments and the processes involved
- Assisting the accreditation of programmes from government agencies and professional bodies
- Overseeing the implementation of academic activities
- Spearheading academic programmes for all faculties
- Generating publications to reflect the academic image of UiTM as a world-class university

CORPORATE COMMUNICATIONS AND INTERNATIONAL RELATIONS OFFICE

1. PUBLIC RELATIONS UNIT

2. CORPORATE INFORMATION AND PUBLICATIONS UNIT

3. INTERNATIONAL RELATIONS UNIT

For inquiries, please contact:

Assistant Vice-Chancellor
Corporate Communications & International
Relations Office
Level 19, Twin Towers
Science & Technology Complex
Universiti Teknologi MARA
40450 Shah Alam
Selangor

Tel : +603 5544 2022 / 2102
Fax : +603 5544 2086

E-mail : azizul928@salam.uitm.edu.my

On 15 January 2003, the Corporate Communications and International Relations Office was officially set up incorporating three already established units: Public Relations Unit; Corporate Information and Publications Unit; and International Relations Unit.

Associate Prof. Dr. Azizul Halim Yahya is the first Assistant Vice-Chancellor and is responsible for the management and co-ordination of these units.

1. Public Relations Unit

INTRODUCTION

The Public Relation unit is directed at improving understanding and maintaining effective public relations through planned and sustained programmes of the university.

OBJECTIVES

The main objectives are:

1. To coordinate and to ensure the smooth running of main events/programmes organised by the university.
2. To build a distinctive image through organised events and media coverage.
3. To conceptualise, plan and implement functions to publicise its academic programmes and facilities.
4. To assist other departments in UiTM upon their request to edit speeches/write-ups before disseminating to the public.
5. To maintain good rapport with members of the press.
6. To publicise official functions through press releases.
7. To coordinate visits from schools, universities and public at large.

2. Corporate Information and Publications Unit

The Unit provides crucial support service to the University's top management which centres around providing updates on information and publishing of certain official university information.

It produces a range of publications and leaflets, including the popular "Informasi UiTM" which is distributed to the university's academic, as well as administrative communities, interested parties, local and international affiliates. The newsletter updates its readers on various activities held at the University. This unit is also responsible for the publication of the University's prospectus and brochures.

It acts as the University's Reception and Information Desk, as well as provides a thriving information section, besides running an in-house multimedia agency. It is also responsible for organising civic functions and assisting the Vice Chancellor's office in dealing with individuals and organisations associated with the University.

The Assistant Vice-Chancellor ensures that information released from the Unit is relevant and in order. The Unit is also involved in organising events and exhibitions planned by the University or the Malaysian Higher Education Department, the Ministry of Education and other related government agencies.

3. International Relations Unit

INTRODUCTION

The International Relations Unit, was set up to assist in promoting and enhancing the internationalisation of the university in tandem with the University's Strategic Plan in 'Strategies 2121'. The unit seeks to promote the internationalisation of its students and staff using the following strategies:

- Internationalisation of the curricula
- Collaborative research agreements
- Students and staff exchange agreements
- Inter-university teaching arrangements

OBJECTIVES

- To provide a networking platform for international relations in UiTM through smart partnership
- To be an active participant in industrial and international collaborations that bring both tangible and intangible benefits to UiTM
- To enhance the flow of knowledge among the faculties, staff and students of UiTM to enable them to be successful members of, as well as, contributors to both national and international communities
- To ensure the continuity as well as the success of collaborations between UiTM and academic institutions, industries, organisations and the international community as a whole particularly in the areas of academic development, research and industrial relations
- To maintain membership and participation in relevant organisations and to promote and facilitate tertiary education at international level.

INTERNATIONAL PROGRAMMES AND ACTIVITIES

To support and facilitate the internationalisation of the university, all activities are streamlined according to the following areas:

INTERNATIONAL ACADEMIC RELATIONS

- Establish close rapport and enhance bilateral relations with local and foreign academic institutions
- Source for international academic and collaborative opportunities
- Coordinate and facilitate academic exchanges
- Facilitate academic visits
- Document and disseminate information

INTERNATIONAL INDUSTRIAL RELATIONS

- Establish smart partnership in learning with industries
- Initiate joint research with industries
- Facilitate and coordinate industrial attachment
- Source and utilise expertise from industries

INTERNATIONAL TRAINING AND DEVELOPMENT

- Enhance academic teaching excellence and professionalism via special international projects
- Source for opportunities to strengthen and develop new skills
- Promote UiTM's expertise internationally
- Solicit research grants, scholarships, and joint research opportunities.

TUN ABDUL RAZAK LIBRARY

INTRODUCTION

In a move to become a leading university library in Asia and to prepare students for the challenges of the next millennium, the Tun Abdul Razak Library is fully committed to enhancing its quality of service to support teaching and research undertaken by the university. The Main Library, first set up in 1972 in Shah Alam has another 7 service points to serve the students, academics and researchers. They are:

- The Faculty of Business and Management
- The Faculty of Architecture, Planning & Surveying Library
- The Faculty of Information Technology & Quantitative Sciences Library
- The Allied Health Library in Petaling Jaya
- The Section 17 Library which caters for the Faculty of Education & Faculty of Accounting
- The Section 13 Library for the Faculty of Performing Arts
- The Faculty of Engineering Library

Besides the above, there are twelve other branch libraries in all UITM campuses throughout Malaysia.

SERVICES

PTAR provides a comprehensive library and information service covering the entire range of academic disciplines in the University. The main library and other component libraries are opened for both daytime and evening use, and have extended opening hours during examination periods. PTAR provides the following facilities to all its patrons:

- over one million books and 2,340 current periodical titles
- networked computers in each library
- over 14,000 electronic journals that can be searched via PTAR's web page

- digitised collection of theses, question papers, journal content pages, seminar papers, UITM's publications, and local news clippings. A comprehensive taxonomy is being developed to facilitate the retrieval of these digitised documents
- a computerised online catalogue known as ILMU (Integrated Library and Management Utility)
- PTAR Library portal
- audio-visual materials (audio cassettes, audio compact discs, VCD, microfiches, video cassettes) and multimedia CD-ROMs
- self-service photocopying facilities
- excellent study conditions
- Radio Frequency Identification to facilitate charging and discharging of books speedily
- Virtual Reference to support research facilities
- Membership Management to facilitate online registrations

YEAR 2004

- Enterprise Statistical Transaction Module (ESTIM) to extract circulation and fund transactions from satellite libraries
- Message Using SMS Tunnelling (MUST) ability to alert ILMU users with SMS/MMS messages
- Facilities Management - ability to book for resources that are available in the library via the WWW

FUTURE PLAN

- Academic Forum to exchange information within the academic community
- E-billing - to allow billing transaction to be generated for e-Component
- Revenue Management to allow collections and monitoring of revenue
- Enterprise Knowledge Management System (EKMS) to manage knowledge management portal



Kelantan



Perak

Perlis



Kedah

Perak

Melaka

Pahang



Seksyen 17

Jalan Othman

Sabah

Negeri Sembilan

Sarawak

Terengganu

Johor

Campus

PERLIS CAMPUS

PERLIS CAMPUS
Universiti Teknologi MARA
26000 Arau
Perlis

Tel : 04-9861299
Fax : 04-9862233

E-mail : pengarah_kampus@perlis.uitm.edu.my

INTRODUCTION

The UiTM Campus in Perlis Indera Kayangan was established in July 1974, with an initial intake of 258 students who underwent one preparatory course and five diploma programmes. The programmes offered were Diploma in Accountancy, Diploma in Public Administration, Diploma in Secretarial Science, Diploma in Business Studies and Diploma in Planting Industries Management. The campus then, had 15 academic and 31 non-academic staff. The Scouts Building at Padang Katong Road in Kangar was used as a temporary campus.

In 1980, the campus moved to its permanent site on a 335-acre plot in the royal town of Arau, about 13 km from Kangar, the capital of Perlis. In 2002, more land was granted by HRH, the Raja of Perlis and State Government, hence totalling 464 acres of campus land. Of this, 157-acres are allocated for farming and plantation, to facilitate practical and research activities in plantation management as well as for future tourist attraction.

UiTM Perlis Branch is the third oldest branch campus of the university, after the Sabah and Sarawak branches. Today, UiTM Perlis is the largest branch campus, in terms of student population and programmes offered. As of 1 October 2003, there are 5608 full-time students, including four who are visually impaired. The total number of academic staff is 331, with 313 non-academic personnel.

The campus provides various facilities such as 14 residential halls that can accommodate about 5,500 full-time students, of which ten halls are for female students and four for male students. Other facilities include a library with

study carrels, classrooms, lecture theatres, science laboratories, language laboratories, a main hall, a mini stadium, a gymnasium, an Islamic centre, an engineering workshop, auto-teller machines, cafes and a co-op centre.

UiTM Perlis is also one of the pioneer institutions within the province of the Indonesia-Malaysia-Thailand Growth Triangle (IMT-GT). In August 2003, UiTM Perlis was given the honour of hosting the 7th IMT-GT Varsity Carnival. Throughout the carnival period, academic seminars, cultural activities and sports events were held to facilitate the exchange of ideas, cooperation and goodwill among participants from the nine participating institutions.

The Perlis branch campus offers full-time as well as part-time programmes at Diploma and Degree level. The courses offered have produced some of the best workforce that will propel Malaysia beyond the new millennium.

The full-time programmes offered are as follows:

PhD PROGRAMME

PhD in Chemistry (Analytical)

MASTER PROGRAMME

Applied Science & Technology

Master of Science

BACHELOR PROGRAMMES

Management Science

Bachelor of Accounting (Hons.)
Bachelor of Business Administration
(Hons.) Marketing
Bachelor of Business Administration
(Hons.) Insurance
Bachelor of Business Administration
(Hons.) Finance

DIPLOMA PROGRAMMES

Applied Sciences & Computer Technology

Diploma in Computer Science
Diploma in Science
Diploma in Planting Industry Management
Diploma in Industrial Chemistry

Engineering

Diploma in Civil Engineering
Diploma in Civil Engineering (Building)

Management Science

Diploma in Accountancy
Diploma in Business Studies
Diploma in Banking Studies
Diploma in Investment Analysis
Diploma in Sports Science and Recreation

Applied Social Science

Diploma in Geomatics Science
Diploma in Geomatics Science
(Geographical Information System)
Diploma in Geomatics Sciences (Natural
Resource)
Diploma in Communication and Multimedia

PREPARATORY PROGRAMME

Pre-Science

PART-TIME COURSEWORK

PROGRAMMES

The off-campus programmes were introduced at all branch campuses in July 1990. Since December 1992 the off-campus programmes have been replaced with the Distance Learning Programme (PJJ). The Flexible Learning Programme (FLP) which was introduced in 1990 enables students to interact with the lecturer(s) via e-mail, besides attending regular seminars.

The part-time programmes offered are as follows:

BACHELOR PROGRAMMES

Bachelor of Business Administration
(Hons.) Marketing
Bachelor of Business Administration
(Hons.) Insurance

DIPLOMA PROGRAMMES

Diploma in Accountancy
Diploma in Banking
Diploma in Business Studies
Diploma in Public Administration

KEDAH CAMPUS

KEDAH CAMPUS
Universiti Teknologi MARA
Peti Surat 187
08400 Merbok
Kedah

Tel : 04-4571204
Fax : 04-4574355

E-mail : provoskdh@kedah.uitm.edu.my

INTRODUCTION

Universiti Teknologi MARA Kedah, which is about 14 km from Sungai Petani, is located in the historically famous Lembah Bujang between the towns of Semeling and Merbok. This scenic 320-acre campus is surrounded by serene greenery and overlooks Gunung Jerai. This campus was established on 1 October, 1997 with an intake of 162 students, 28 academic and 50 administrative and support staff.

It was officially opened by Tun Daim Zainuddin, the then First Minister of Finance and Special Works on 26 November, 1996 in a ceremonious occasion attended by UiTM Chairman Tan Sri Datuk Wira Abdul Rahman Arshad, the Vice Chancellor Datuk Prof. Ir. Hj. Zaidee bin Laidin, other UiTM senior officers and the local population.

As of May 2001, Universiti Teknologi MARA Kedah has 1,700 students, 59 academic and 81 administrative and support staff. The campus offers eight courses.

Lembah Bujang is currently undergoing extensive development in agricultural, tourism and academic areas. This has prompted the management of UiTM to speed up the infrastructure development of the campus to meet the local as well as national demand for its graduates. By the year 2005, the campus would have 3,500 students and would be offering more courses to meet the market demands.

PROGRAMMES

- AC 110 Diploma in Accountancy
- AL 110 Diploma in Public Administration
- BM 111 Diploma in Business Studies
- BM 112 Diploma in Banking Studies
- IS 110 Diploma in Information Management
- EE 111 Diploma in Electrical Engineering
- PI 005 Pre-Degree in Law
- AD 114 Diploma in Art and Design (Industrial design)

PULAU PINANG CAMPUS

INTRODUCTION

Universiti Teknologi MARA Pulau Pinang began operations on 16 June 1996. Its establishment was to fulfil the need for higher education among the Bumiputera community. It is also expected to act as an agent in educational development, especially among the locals in the field of science and technology.

UiTM Pulau Pinang is located at Permatang Pasir, Permatang Pauh.

PROGRAMMES

Diploma in Electrical Engineering
(Electronics)
Diploma in Electrical Engineering (Power)
Diploma in Electrical Engineering
(Instrumentation)
Diploma in Mechanical Engineering
Diploma in Mechanical Engineering
(Manufacturing)

PULAU PINANG CAMPUS
Universiti Teknologi MARA
Permatang Pasir
13500 Permatang Pauh
Pulau Pinang

Tel : 04-3802332
Fax : 04-3802311

E-mail : asuhalmi@ppinang.uitm.edu.my

PERAK CAMPUS

PERAK CAMPUS
Universiti Teknologi MARA
Bandar Seri Iskandar
32600 Bota
Perak

Tel : 05-3712060
Fax : 05-3765171

E-mail : yussuf@perak.uitm.edu.my

INTRODUCTION

Universiti Teknologi MARA Perak was established with the co-operation of the Perak State Government and was officially opened by YAB Menteri Besar of Perak at its temporary campus at Bandar Baru Seri Manjung in 1985. The first batch of 200 students registered for full-time courses which included Diploma in Accountancy, Diploma in Business Studies, Diploma in Banking, Diploma in Public Administration and Diploma in Secretarial Science. The temporary campus comprised several units of shophouses, which were rented from the State Economic Development Corporation and modified to serve as offices, classrooms and hostels.

The permanent campus at Bandar Seri Iskandar, Middle Perak District, occupies an area of approximately 382 acres and started its operations on 1 January, 1997. This campus is strategically located along the Ipoh - Lumut main road which provides easy access to Ipoh and Lumut.

In July 2002 the Seri Manjung campus was fully transferred to the campus in Seri Iskandar, a campus which has been developed with new hostels for male and female students comprising a total of 6,700 students. Each faculty in the campus has its own building. The complete move to the new campus took place in January 2003.

At present, there are 4,789 full-time students in 24 programmes, with 244 lecturers and 181 administrative and support staff. When it is fully completed, UiTM Perak would be able to cater for up to 8,000 full-time students and 2,000 part-time students. The MBA programme started in January 2002. UiTM Perak also plans to increase the number of academic programmes from time to time.

PROGRAMMES

Full-Time

Bachelor of Art and Design (Ceramics)
Bachelor of Art and Design (Fashion Design)
Bachelor of Art and Design (Fine Art)
Diploma in Accountancy
Diploma in Art and Design
Diploma in Art and Design (Ceramics)
Diploma in Art and Design (Fashion Design)
Diploma in Photography
Diploma in Art and Design (Fine Art)
Diploma in Town & Regional Planning
Diploma in Architecture
Diploma in Quantity Surveying
Diploma in Estate Management
Diploma in Building
Diploma in Interior Design
Diploma in Landscape
Diploma in Building Surveying
Diploma in Computer Science
Diploma Science Quantitative
Diploma in Secretarial Science
Diploma in Office Management & Technology
Pre-Accountancy

Part-Time (Distance Learning)

Master in Business Administration
Bachelor of Business Administration
(Hons.) Marketing
Bachelor of Business Administration
(Hons.) Finance
Bachelor of Education (Hons.) TESL
Diploma in Public Administration
Diploma in Business Studies
Diploma in Banking

Flexible Learning Programmes (FLP)

Diploma in Public Administration

MELAKA CAMPUS

MELAKA CAMPUS
Universiti Teknologi MARA
KM 26, Jalan Lendu
78000 Alor Gajah
Melaka

Tel : 06-5582003
Fax : 06-5563963

E-mail : provosmlk@melaka.uitm.edu.my

INTRODUCTION

This campus was established in August 1984 with only five academic staff and 152 students. It was located at Jalan Hang Tuah and Bachang in the town of Melaka. The students were then housed in a row of shop houses in Kampung Lapan, Taman Setia Jaya and Bachang.

On 1 January, 1994 UiTM Melaka moved to its permanent campus in Lendu which is 5 km from the town of Alor Gajah. This beautiful campus situated in an area of 350 acres, accommodates about 4,000 full-time and off-campus students with a total academic staff of 195, comprising Professors, Associate Professors and lecturers. Since its inception, this branch campus has played a constructive role in the development of the state of Melaka, through research and consultancies, especially in the areas of Art and Design, Tourism, Economics and Social Sciences.

PROGRAMMES

Bachelor of Accountancy (Hons.)
Bachelor of Corporate Administration
(Hons.)
Bachelor of Business Administration
(Hons.) Marketing
Diploma in Accountancy
Diploma in Public Administration
Diploma in Art and Design (Graphic Design
and Digital Media)
Diploma in Art and Design (Photography
and Creative Imaging)
Diploma in Art and Design (Fine Art)
Diploma in Business Studies
Diploma in Banking
Diploma in Tourism Management

UiTM Melaka also conducts the following short courses in language proficiency on a part-time basis:

1. English Proficiency Programme
2. Mandarin Proficiency Programme
3. Arabic Proficiency Programme
4. French Proficiency Programme

JOHOR CAMPUS

INTRODUCTION

Universiti Teknologi MARA Johor was established on 15 December, 1983 at a temporary site in Taman Indah, Bukit Siput, Segamat, Johor.

The campus was officially opened by Dato' Abd. Ajib bin Ahmad, the then Menteri Besar of Johor on 1 January 1984. The first intake of 175 students studied full-time for Diploma in Accountancy, Diploma in Business Studies, Diploma in Banking Studies, Diploma in Public Administration and Diploma in Secretarial Sciences. At that time the campus had 27 administrative staff and 9 academic staff.

Due to the annual increase in the number of students, the campus was moved to another temporary site at Segamat Baru. This campus could accommodate up to 1,000 students. On 1 January 1990, the campus was finally relocated to its permanent site, at the 12km Muar Road, Segamat, on 200-hectare piece of land given by the State Government of Johor.

Among the facilities in the campus are an administration building, an academic building, an Islamic Centre, a main hall, lecture theatres, a guest house, language and computer laboratories, a medical centre, a library and sports complex.

At present, the campus has more than 4,000 full-time and part-time students with 190 administrative staff and 178 lecturers.

JOHOR CAMPUS
Universiti Teknologi MARA
Km 12, Jalan Muar
85009 Segamat
Johor

Tel : 07 935 2222
Fax : 07 935 2277

E-mail : www.johor.uitm.edu.my

PROGRAMMES

1. Full-Time

Bachelor of Accountancy (Hons.)
Bachelor of Business Administration (Hons.) Finance
Diploma in Accountancy
Diploma in Business Studies
Diploma in Banking Studies
Diploma in Investment Analysis
Diploma in Information Studies

2. Part-Time

Bachelor of Business Administration (Hons.) Marketing
Diploma in Business Studies
Diploma in Banking Studies
Diploma in Public Administration

There is also a sub-branch in Johor Bahru which acts as a city campus. It offers the Executive Master of Business Administration (EMBA) programme for part-time students.

PAHANG CAMPUS

PAHANG CAMPUS
Universiti Teknologi MARA
Lintasan Semarak
26400 Bandar Pusat Jengka
Pahang

Tel : 09-4663815
Fax : 09-4663343

E-mail : provosphg@salam.uitm.edu.my

INTRODUCTION

Founded in January 1985, UiTM Pahang began operations in a temporary campus in Kuantan.

The Pahang State Government allocated 1,000 acres of land in Bandar Jengka to house the permanent campus. Construction started in 1988 and the campus moved from Kuantan to Bandar Jengka in May 1993. The first phase was to accommodate 2,500 students. The existence of UiTM Pahang in the Jengka region acts as a catalyst towards the development of Bandar Jengka.

The former campus in Kuantan is maintained as a campus conducting flexible learning and off-campus programmes.

By 2002, the Pahang Campus has a total enrolment of 5,131 students, with 4,002 in the Bandar Jengka campus, 993 in Bukit Sekilau campus and 136 in the city campus in Raub.

PROGRAMMES

Bandar Jengka Campus

Full-time

FACULTY OF ACCOUNTANCY

Bachelor of Accountancy (Hons.)
Diploma in Accountancy
Pre Commerce

FACULTY OF APPLIED SCIENCES

Diploma in Planting Industry Management
Diploma in Wood Technology
Diploma in Science
Pre Science

FACULTY OF BUSINESS MANAGEMENT

Diploma in Business Studies
Diploma in Banking
Diploma in Business Studies (Insurance)

FACULTY OF INFORMATION TECHNOLOGY AND QUANTITATIVE SCIENCE

Diploma in Computer Science

FACULTY OF CIVIL ENGINEERING

Diploma in Civil Engineering

FACULTY OF OFFICE MANAGEMENT AND TECHNOLOGY

Diploma in Office Management And Technology

Kuantan Campus

Full-Time

Pre TESL

Off-Campus Programmes

Executive Master of Business Administration (EMBA)
Bachelor of Education (Hons.) TESL
Bachelor of Accountancy (Hons.)
Bachelor of Corporate Administration (Hons.)
Diploma in Accountancy
Certificate in Computer Programming

Flexible Learning Programmes

Bachelor of Business Administration (Marketing)
Diploma in Accountancy
Diploma in Business Studies

Raub City Campus

Flexible Learning Programmes

Diploma in Public Administration
Diploma in Business Studies
Certificate in Information Technology (Multimedia)
Other Short Courses

TERENGGANU CAMPUS

TERENGGANU CAMPUS
Universiti Teknologi MARA
Sura Hujung
23000 Dungun

Tel : 09-8400101
Fax : 09-8441166

E-mail : terengganu@psmb.uitm.edu.my

INTRODUCTION

Universiti Teknologi MARA Terengganu is located in Dungun, in the state of Terengganu Darul Iman on the east coast of Peninsular Malaysia.

UiTM Terengganu is one of the oldest branch campuses of UiTM and one of the foremost campuses in terms of excellence and quality. It is the proud recipient of the UiTM Quality Award for two consecutive years in 1996 and 1997, and a recipient of ISO 9002 certificate in 2001. This campus has a student population of 5,265 and 462 members of staff, of whom 234 are academic staff. It also has facilities, such as an up-to-date library, teleconferencing equipment and computer laboratories (networking to UiTM wide area network - COIN).

The UiTM Terengganu library is the first in Terengganu which uses the library computerised system (SISPUKOM), NSTP On-Line, EBSCO Publishing On-Line Database, CD Business Source Elite (BSR), CD Academic Search Fulltext (ASFT), CD General Source Science (GSS), Internet and Multimedia.

PROGRAMMES

Master of Business Administration (MBA)
(part-time only)
Master in Education (TESL) (part-time only)
Bachelor of Accountancy (Hons.)
Bachelor in Business Administration (Hons.)
Finance
Bachelor in Business Administration (Hons.)
Marketing
Bachelor in Business Administration (Hons.)
Operation Management

Bachelor in Business Administration
(Hons.) Islamic Banking
Bachelor in Education (Hons.) TESL (part-time only)
Diploma in Accountancy
Diploma in Business Studies
Diploma in Banking
Diploma in Investment Analysis
Diploma in Computer Science
Diploma in Electrical Engineering
(Electronic)
Diploma in Office & Technology
Management
Diploma in Hotel Management
Diploma in Food Service Management
Diploma in Culinary Arts
Diploma in Chef Training
Diploma in Industry Chemistry
(part-time-only)
Diploma in Public Administration

Registered under the PROLUS Scheme of the Human Resource Development Council (HRDC) of the Ministry of Human Resources, UiTM Terengganu also provides training in the Hotel Industry Apprenticeship Scheme.

Diploma in Public Administration
Diploma in Business Studies

KELANTAN CAMPUS

KELANTAN CAMPUS
Universiti Teknologi MARA
Bukit Ilmu
Km.8, Jalan Machang, Pasir Putih
18500 Machang
Kelantan

Tel : 09-9754300
Fax : 09-9754318

E-mail : husin666@kelantan.uitm.edu.my

INTRODUCTION

Universiti Teknologi MARA Kelantan began on 1 July 1985 as the ninth branch campus. It started operations at a temporary site belonging to the Kelantan Scouts Movement, Kem Kijang, at Jalan Pantai Cinta Berahi (now known as Jalan Pantai Cahaya Bulan), Kota Bharu. At the same time, a 495.5 acres site on Bukit Ilmu, Machang, was allocated for its permanent campus.

Bukit Ilmu is situated in the middle of the state of Kelantan, in the district of Machang, about 50 kilometres south of Kota Bharu. It is also strategically located between the main town of Pasir Puteh and Tanah Merah. The construction of the permanent campus began on April 14, 1993, and operations began only on 1 January 1996.

Among the facilities available here are an administration block, a block of lecturers' rooms, two hostels, two dining halls, a clinic, a multi-purpose hall, a cafeteria, a guest house and a building for the Development and Maintenance Office. The official handing over of the site for UiTM Kelantan's second phase was on 4 June 1998. This second phase involved the construction of additional buildings (such as academic blocks, 26 staff houses, a university house (with 14 rooms) an Islamic Centre, sports facilities and other basic infrastructure.

The third development phase involved the construction of academic blocks which houses the language lab, computer lab and 85 lecturers' room.

The fourth phase involved the construction of a library building. The double-storey library building can accommodate about 1,500 students at one time.

The fifth phase of the infrastructure development involved the construction of four blocks of students' hostels which can accommodate another 2,000 students.

PROGRAMMES

Bachelor of Accountancy (Hons.)
Bachelor of Design (Textile)
Bachelor of Design (Fine Metals)
Bachelor of Business Administration (Hons.) (Marketing)
Bachelor of Business Administration (Hons.) (Finance)
Diploma in Accountancy
Diploma in Business Studies
Diploma in Banking
Diploma in Information Studies
Diploma in Art and Design (General)
Diploma in Design (Textile)
Diploma in Design (Fine Metal)
Certificate in Hotel Operations Management

SARAWAK CAMPUS

SARAWAK CAMPUS
Universiti Teknologi MARA
Jalan Meranek
94300 Kota Samarahan
Sarawak

Tel : 082-672177
Fax : 082-672155

E-mail : pengarahsrk@sarawak.uitm.edu.my

INTRODUCTION

Beginning with only 4 programmes and an initial enrolment of only 94 students, Universiti Teknologi MARA Sarawak in Kota Samarahan (UiTMCS) has indeed come a long way. It now offers 18 programmes ranging from certificate to master's level, through various modes such as full-time, off-campus and e-PJJ (distance learning). The current enrolment is about 4,000 full-time (80% residential) and 800 part-time students. Quality has always been the cornerstone of UiTMCS's strategic thrust. To date, UiTMCS has achieved several significant accomplishments, including the MS ISO 9002 Award for its Diploma in Civil Engineering programme in 2000, the Vice Chancellor's Award for overall quality in 2000 and the Academic Administration Quality Award in 2001. In 2003, the Campus once again won the Vice Chancellor's Award for overall quality and also the awards for Customer Service and Best Quality Unit.

UiTMCS works very closely with the State Government to ensure that the programmes offered meet the changing needs for the continuous development of the state. UiTMCS also provides training and development, research and consultancy services to both the public and private sectors. Sited on a sprawling 350 acres of naturally green landscape in Bandar Ilmu Kota Samarahan, the campus provides a conducive environment for learning.

PROGRAMMES

Full-Time Programmes

Bachelor of Accountancy (Hons.)
Bachelor of Business Administration (Hons.) Marketing

Bachelor of Business Administration (Hons.) Finance
Diploma in Accountancy
Diploma in Public Administration
Diploma in Plantation Management
Diploma in Business Studies
Diploma in Banking
Diploma in Computer Science
Diploma in Civil Engineering
Diploma in Electrical Engineering
Diploma in Science
Diploma in Office Management & Technology
Diploma in Sports and Recreation Management
Diploma in Information Management
Diploma in Tourism Management
Pre-Science
Pre-Commerce

Off-Campus Programmes

MACC-Master of Accountancy
EMBA-Executive Master of Business
Bachelor of Accountancy (Hons.)
Bachelor of Business Administration (Hons.) Marketing
Diploma in Accountancy
Certificate in Computer Programming

Distance Learning Programmes

Bachelor of Business Administration (Hons.) Marketing
Bachelor of Business Administration (Hons.) Finance
Diploma in Accountancy
Diploma in Public Administration
Diploma in Business Studies
Diploma in Banking

Flexible Learning Programmes

Bachelor of Business Administration (Hons.) Marketing
Bachelor of Business Administration (Hons.) Finance
Diploma in Public Administration
Diploma in Business Studies

SABAH CAMPUS

SABAH CAMPUS
Universiti Teknologi MARA
Beg Berkunci 71
88997 Kota Kinabalu
Sabah

Tel : 088-492746
Fax : 088-492900

E-mail : mohdshukri@uitm.edu.my

INTRODUCTION

In March 1973, with the help and cooperation of the Sabah Foundation and the Sabah State Government, Universiti Teknologi MARA Sabah was established at a temporary campus in Sembulan. It was the first UiTM branch campus.

The first intake in July 1973 consisted of 159 students. UiTM Sabah was officially opened on 17 August 1973 by the Sabah Chief Minister at the time. In January 1982, a large number of students was transferred to the permanent campus in Kuala Menggatal when the hostel blocks and other facilities were ready. UiTM has been in complete operation at the permanent campus in Kuala Menggatal since 1 July 1991.

PROGRAMMES

Full-time

Master of Business Administration
Bachelor in Business Administration (Hons.)
Marketing
Diploma in Accountancy
Diploma in Public Administration
Diploma in Planting Management
Diploma in Banking
Diploma in Civil Engineering
Diploma in Tourism Management
Diploma in Science
Diploma in Business Studies
Pre-Commerce
Pre-Science
Certificate in Travel Operations

Part-time

Bachelor in Accountancy (Hons.)
Bachelor in Corporate Administration
Bachelor in Business Administration (Hons.)
Marketing
Diploma in Public Administration
Diploma in Banking
Diploma in Accountancy
Diploma in Business Studies

The Tawau District Campus

To fill a growing need and to provide more opportunities for higher education to Bumiputeras, UiTM Sabah opened the Tawau district campus in December 1996. It started operating in January 1997. The district campus based on the concept of a city campus is suitable for candidates living in and around Tawau.

PROGRAMMES

PD 003 Pre-Commerce

NEGERI SEMBILAN CAMPUS

INTRODUCTION Universiti Teknologi MARA Negeri Sembilan is located at Kompleks IADP-NST, Jalan Melang, Kuala Pilah. It began its operations on 1 June 1999.

PROGRAMMES

Pre Science
Diploma in Computer Science
Diploma in Science

The Centre for Preparatory Studies (CPS) is a centre in the campus which caters for sponsored students of the Public Services Department (PSD), MARA and the Ministry of Education (MOE) in the following programmes:

- AMERICAN DEGREE FOUNDATION PROGRAMME (ADFP)
- A-LEVELS (GERMAN) PROGRAMME
- A-LEVELS (UNITED KINGDOM) PROGRAMME
- AUSTRALIAN AND NEW ZEALAND PROGRAMME
- A-LEVELS MEDICINE PROGRAMME
- MIDDLE-EAST PROGRAMME (MEP)
- FRENCH PROGRAMME
- KOREAN PROGRAMME
- RUSSIAN PROGRAMME
- INDUSTRIAL AND TECHNICAL (IN-PLANT) TRAINING PROGRAMME (ITIP)

NEGERI SEMBILAN CAMPUS
Universiti Teknologi MARA
Kompleks IADP-NST Jalan Melang
Lot 323, 787, 2003
72000 Kuala Pilah
Negeri Sembilan

Tel : 06-4841297
Fax : 06-4841296

E-mail : wanramle@salam.uitm.edu.my

JALAN OTHMAN CAMPUS

Universiti Teknologi MARA

Kompleks IADP-NST Jalan Melang

Lot 323, 787, 2003

72000 Kuala Pilah

Negeri Sembilan

Tel : 06-4841297

Fax : 06-4841296

E-mail : wanramle@salam.uitm.edu.my

JALAN OTHMAN CAMPUS

Dean
Faculty of Medicine and Health Sciences

Universiti Teknologi MARA
Jalan Othman Campus
46000 Petaling Jaya
Selangor Darul Ehsan

Tel : 603-7965 2011 / 2010
Fax : 603-7965 2012

E-mail : abdulrahim@salam.uitm.edu.my

INTRODUCTION

This campus is situated in the old part of Petaling Jaya and is less than a kilometre away from the old PJ town centre.

UiTM Campus Jalan Othman was where UiTM first started in 1956 as the RIDA Training centre or "Dewan Latihan RIDA".

Presently, only the Faculty of Medicine and Health Sciences is located in the premises.

For more information on the faculty, please refer to the section on faculties.

PROGRAMS

Faculty

- Master of Business Administration
- Diploma in Business Administration
- Marketing
- Diploma in Accounting
- Diploma in Public Administration
- Diploma in Planning Management
- Diploma in Banking
- Diploma in Civil Engineering
- Diploma in System Management
- Diploma in Science
- Diploma in Business Studies
- Pre-Certificate
- Pre-Diploma
- Certificate in Travel Management

MEORRI SEMBILAN KAMPUS

Universiti Teknologi MARA
Kampus Meorri Sembilan
75000 Meorri Sembilan
Negeri Sembilan

Tel : 603-7965 2011 / 2010
Fax : 603-7965 2012

E-mail : abdulrahim@salam.uitm.edu.my

SECTION 17 CAMPUS

UiTM Section 17 Campus was formerly known as the Centre for "Preparatory Studies or Pusat Pendidikan Persediaan"(PPP).

This campus houses 2 faculties and a centre. The faculties are the Faculty of Accountancy and the Faculty of Education. Details on the 2 faculties, can be obtained from the appropriate section on faculties. The only centre in this campus is the International Education Centre or in short, INTEC.

INTEC continues the tradition set out by the Centre for Preparatory Studies and manages sponsored students of the Public Services Department (PSD), MARA and the Ministry of Education (MOE) in the following programmes:

- AMERICAN DEGREE FOUNDATION PROGRAMME (ADFP)
- A-LEVELS (GERMAN) PROGRAMME
- A-LEVELS (UNITED KINGDOM) PROGRAMME
- AUSTRALIAN AND NEW ZEALAND PROGRAMME
- A-LEVELS MEDICINE PROGRAMME
- MIDDLE-EAST PROGRAMME (MEP)
- FRENCH PROGRAMME
- KOREAN PROGRAMME
- RUSSIAN PROGRAMME
- INDUSTRIAL AND TECHNICAL (IN PLANT) TRAINING PROGRAMME (ITTP)

Director

International Education Centre (INTEC)
Universiti Teknologi MARA
Section 17 Campus
40200 Shah Alam
Selangor Darul Ehsan

Tel : 603-5522 7001 / 7002
Fax : 603- 5522 7010
E-mail : ilias@salam.uitm.edu.my