

APPLICATION FOR GRADUATION

PART A: PERSONAL INFORMATION					
NAME					
MATRIC NO.					
MyKAD/ PASSPORT NO. MAILING ADDRESS	:				
	CITY: POSTCODE:				
	STATE: COUNTRY:				
CONTACT NO.					
CONTACT NO. : (ALTERNATIVE) EMAIL : (ADDRESS PART B: OTHERS					
PART B. OTHERS					
FINAL : SEMESTER I ACADEMIC / SEMESTER II YEAR: SEMESTER III Tick V whichever applicable					
WILL YOU ATTEND THE CONVOCATION SONGKOK SIZE: CEREMONY? Tick v whichever applicable (Male student only)					
YES NO					
NOTE: 1. The above information (i.e. Name, Programme and MyKAD/Passport No.) will appear on academic scroll as it will be updated in the College Management System (CMS). 2. It is the student's responsibility to update their personal information to Academic Affairs Division to avoid any disruption throughout the convocation process. 3. The college will not be held responsible if the above information is not updated. Received by :					
APPLICANT SIGN	Signature :				
DATE					



LIST OF COURSES FOR DIPLOMA IN BUSINESS ADMINISTRATION (DBA) for matric no starting 133XXX and below

MQA COMPULSORY COURSES

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE	
1	MQA2233 OR	BAHASA KEBANGSAAN A (FOR MALAYSIAN)	3	CEL		
	MQA2232	BAHASA KEBANGSAAN B (FOR INTERNATIONAL)				
2	MQA1231	MALAYSIAN STUDIES	3	SOSS		
3	MQA1232 OR	ISLAMIC STUDIES (FOR MUSLIM)	3	2	SOSS	
	MQA2231	MORAL STUDIES (FOR NON MUSLIM)		3033		

TOTAL CREDIT HOURS FOR MQA COMPULSORY COURSES = 9

COLLEGE COMPULSORY COURSES

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE	
1	CEL1231	INTERMEDIATE ENGLISH 1	3	CEL		
2	CEL1232	INTERMEDIATE ENGLISH 2	3	CEL		
3	CEL2233	ADVANCED ENGLISH 1	3	CEL		
4	CEL2234	ADVANCED ENGLISH 2	3	CEL		
5	CEL3231	BUSINESS COMMUNICATION	3	CEL		
6	ICD3221	IBADAH CAMP (FOR MUSLIM)	2	SOSS		
	ICD3222	INTERCULTURAL PROGRAM (FOR NON-MUSLIM)		3033		

TOTAL CREDIT HOURS FOR COLLEGE COMPULSORY COURSES = 17

CORE COURSES

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE	
1	BUS1231	INTRODUCTION TO BUSINESS	3	SOM		
2	QBA1232	BUSINESS MATHEMATICS	3	SOM		
3	BUS1233	FINANCIAL ACCOUNTING 1	3	SOM		
4	BUS1234	PRINCIPLES & PRACTICE OF MANAGEMENT	3	SOM		
5	BUS1235	PRINCIPLES OF MICROECONOMICS	3	SOM		
6	QBA1236	BUSINESS STATISTICS	3	SOM		
7	BUS2231	FINANCIAL ACCOUNTING 2	3	SOM		
8	BUS2232	PRINCIPLES OF MACROECONOMICS	3	SOM		
*Note:	Please BUS2233 that s	BRINGIR HES OF MARKETING ho had been exempted from taking 'Bahasa Kebangsaan A'	or/and 3	SOM		
Interm hours f	ediate English 1 you <u>are re</u> or the graduate requireme	quired to replace the course with any of elective course under your programme to earn 3 or/and 6 http://www.netsource.wanagement	credit 3	SOM		
11	BUS2235	INTRODUCTION TO FINANCE	3	SOM		
12	BUS2236	ORGANIZATIONAL BEHAVIOR	3	SOM		
13	BUS2237	FOUNDATION OF ISLAMIC ECONOMICS	3	SOM		
14	BUS2238	CONSUMER BEHAVIOUR	3	SOM		
15	BUS3231	QUALITY MANAGEMENT	3	SOM		
16	BUS3232	PRINCIPLES OF INVESTMENT	3	SOM		
17	BUS3233	INTERNATIONAL BUSINESS	3	SOM		
18	BUS3234	ENTREPRENEURSHIP	3	SOM		
19	LAW3235	BUSINESS LAW	3	SOM		
20	DCT1231	COMPUTER APPLICATION	3	SICT		
21	SOS2231	ETHICS IN DAILY LIFE	3	SOSS		
	TOTAL CREDIT HOLIDS FOR CORE COMBILISORY COLIDSES - 62					

TOTAL CREDIT HOURS FOR CORE COMPULSORY COURSES = 63

ELECTIVE COURSES - TO COMPLETE ONLY ONE (1) COURSE

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE	
1	IRK2231	CONCEPTS OF ISLAMIC BELIEF	3	SOSS		
2	IRK2235	BIOGRAPHY OF PROPHET MUHAMMAD S.A.W	3	SOSS		
3	IRK2232	ISLAMIC 'IBADAH	3	SOSS		
4	ARB1231 OR	INTRODUCTION TO ARABIC LANGUAGE FOR BEGINNERS	3	3	CEL	
	ARB1232	INTRODUCTION TO ARABIC LANGUAGE				
5	MAN3231	INTRODUCTION TO MANDARIN LANGUAGE	3	CEL		
TOTAL CREDIT HOURS FOR ELECTIVE COURSE = 3						