

## Marketing FAQs - Doctor of Business Administration (DBA)

**1. How to apply?**

All application should be made via [maya.um.edu.my](http://maya.um.edu.my)

**2. When is the intake for DBA?**

October

**3. How can I know if I am eligible for the programme?**

You may refer the entry requirement at <https://study.um.edu.my/entry-requirements>

**4. How long does the program take to complete?**

The duration of study :

- Minimum : 6 semesters (3 years)
- Maximum : 12 semesters (6 years)

**5. Is it a full time or part time programme?**

Our DBA programmes are offered in **FULL TIME** mode and classes are scheduled on weekends from 9:00am to 6:00pm.

**6. Does the programme offer in online mode?**

Unfortunately, the programme is not available online; all classes are held in person at the faculty.

**7. Where can I find supervisor for the?**

Kindly refer to [OurExpert](#) on our website to find supervisors who align with your interests and research topic.

**8. Is there any opportunity for the candidates to get a scholarship/study loan for their studies in FBEC?**

For more information on scholarships, kindly visit the links provided :

Postgraduate : <https://aasd.um.edu.my/financial-aid-for-postgraduate>

**9. How will my application be evaluated?**

Each application received is reviewed in depth by the Admission Board. When selecting students, we put an emphasis on leadership potential, strong academic ability, and personal qualities and characteristics.

**10. Could you provide a list of subjects offered in the programme?**

For comprehensive information about the subjects, you may refer to the [Handbook](#) provided.

**11. Could you please provide me with the class schedule for the programme?**

The class schedule will be accessible in the Maya Portal once you have registered an account as a UM student. This schedule will be available for course registration purposes. The frequency of classes will vary based on the number of subjects you register for each semester.

**12. I am international candidate who interested to apply for the programme, but yet to take IELTS/TOEFL/IBT/PTE. Can I take it later?**

Please be advised that all required documents, including updated English proficiency results, **MUST** be submitted during the application process. This is essential to confirm your eligibility for the programme. Failure to provide the necessary documents will result in the rejection of your application. If you discover that your documentation is incomplete, we suggest gathering all required documents before submitting your application to ensure efficient processing and avoid unnecessary fees. Additionally, we recommend planning carefully to select the intake that best aligns with the availability of your documentation.

**13. Is IELTS/TOEFL/IBT/PTE required if the university where I take my bachelor's uses the medium of instruction in English.**

IELTS requirements are waived for international applicants whose bachelor's degree is from a country where English is the primary language, as well as for those who have completed their bachelor's or master's degrees in Malaysia.

**14. What English Proficiency Test that are accepted into the programme and their validity?**

- (1) International English Language Testing
- (2) System (IELTS) - 2 Years
- (3) Test of English as a Foreign Language (TOEFL) - 2 Years
- (4) Pearson English Language Tests (PTE) - 2 Years
- (5) Malaysian University English Test (MUET) - 5 Years
- (6) Cambridge English Qualifications & Tests - No Expiry

Note : IELTS Indicator, TOEFL (Home Edition), and TOEFL ITP cannot be used for application purposes.

**15. How should I check my application status?**

To check the status of your application, kindly follow the steps outlined below :

- (1) Login to <https://maya.um.edu.my/>
- (2) Enter your username (email registered during account creation)
- (3) Enter the password you created during account creation
- (4) Click on Login button
- (5) After logging in, go to the Admission link at the top menu
- (6) Under Submitted Application, you will be able to preview the programme you applied

**16. May I know how to apply for student VISA/EGMS?**

For information regarding Student Pass and Visa Unit : <https://aasd.um.edu.my/new-student-pass> or contact them via email : [visa@um.edu.my](mailto:visa@um.edu.my)

**17. Where can I get the information regarding the tuition fees and fees structure/breakdown?**

We kindly invite you to visit <https://study.um.edu.my/> for information regarding program fees. The fees listed on the website represent the total cost for the entire programme. A detailed breakdown of the fees will be provided once you have been accepted as a UM student.

Note : Semester fees will vary depending on the number of subjects you register for each semester.

**18. Am I allowed to pay the tuition fee by installment?**

You are not allowed to pay the tuition fee by installment and you are required to pay the fee on a per-semester basis. Failure to do so may result in difficulties in adding modules or viewing the timetable.

**19. If I have inquiries about the programme, how can I get assistance?**

For any inquiries, please contact our Marketing Team via email at [umfbe\\_mac@um.edu.my](mailto:umfbe_mac@um.edu.my) or reach our office by phone at +603-7967 3918/3820. Our office hours are from 8:30 am to 4:30 pm on weekdays, excluding public holidays.

Prepared by : Mrs. Shafa on 26.08.2025

Checked by : Ms. Yana on