

FACULTY OF BUSINESS AND ACCOUNTANCY



2020/2021

BACHELOR OF ACCOUNTING
BACHELOR OF BUSINESS ADMINISTRATION
BACHELOR OF FINANCE



4 PALMES
HIGH
COMMISSIONER



EFMD



DEAN'S MESSAGE



Assalamualaikum and warm greetings.

I am very pleased to welcome all new students to the Faculty of Business and Accountancy (FBA).

Congratulations! Let me assure you that you have made the right choice to join us here in FBA. We select the best among the best and the fact that you are here now means that you are among the privileged few to be accepted to study in one of the most prestigious and competitive business schools in the region. You are now part of the University of Malaya family, the best university in Malaysia.

At FBA we aim to provide quality education and training to ensure our students are equipped with appropriate skills, aptitudes, and characteristics so that the students are ready for their careers. We aspire to prepare them to be successful professionals in the future and assume leading roles in the government, business, and community. We put strong emphasis on excellent teaching, innovative research, and quality publication as well as industry collaboration. We are ranked amongst the top business schools in Asia and proud to be in the leading positions in Malaysia. Our programmes are reviewed and revised on regular basis to ensure the syllabus are suitable with the latest developments in the industry as well as achieving the gold standards set by the international accreditation and professional bodies. FBA is the first public business school in Malaysia to receive an international accreditation from The Association of MBAs (AMBA), UK, the accreditation we maintain since 2007. In February 2016, we achieved another very important milestone, full accreditation for 5 years from the very prestigious accreditation body for business school, the Association to Advance Collegiate Schools of Business (AACSB). In addition, we are currently working towards accreditation by European Quality Improvement System (EQUIS). These international accreditations and recognitions signify that our programmes are of top quality and recognized internationally. We are building on these hallmarks of excellence by working towards our ambition to become among the leading business schools in the world.

It is our aim to provide conducive learning environment and to continuously upgrade our facilities. The Azman Hashim Building, the iconic and state-of-the-art building fully equipped with modern facilities, offers a very conducive and comfortable learning environment for the students. This building was fully funded by a generous donation from Yayasan Azman Hashim. Even though we are challenged by tight budget, we strive to continuously upgrade other facilities to ensure a safe and comfortable environment for our students and staff.

We have well qualified lecturers who are committed to provide the best in their teaching and at the same time actively engaged in pursuing scholarly research in a myriad of areas from accounting, finance, marketing strategies, organizational behavior, management information systems, and operations management. We are confident that you would benefit from our global setting as our class is made up of students from various profiles, professional backgrounds, and nationalities. This diverse environment will certainly enhance your learning experience through exchange of ideas and expose you to an array of perspectives.

Please refer to our handbook and website for more information about FBA and how to get the most of your education in FBA. The handbook provides information on programme structure, study plan, synopsis of various courses that are offered, academic standards and various facilities that are available in the FBA as well as information on all our academic staff. I wish you all the best in your studies and I hope you will have a wonderful and memorable time in the FBA.

PROFESSOR DR. CHE RUHANA ISA
Dean

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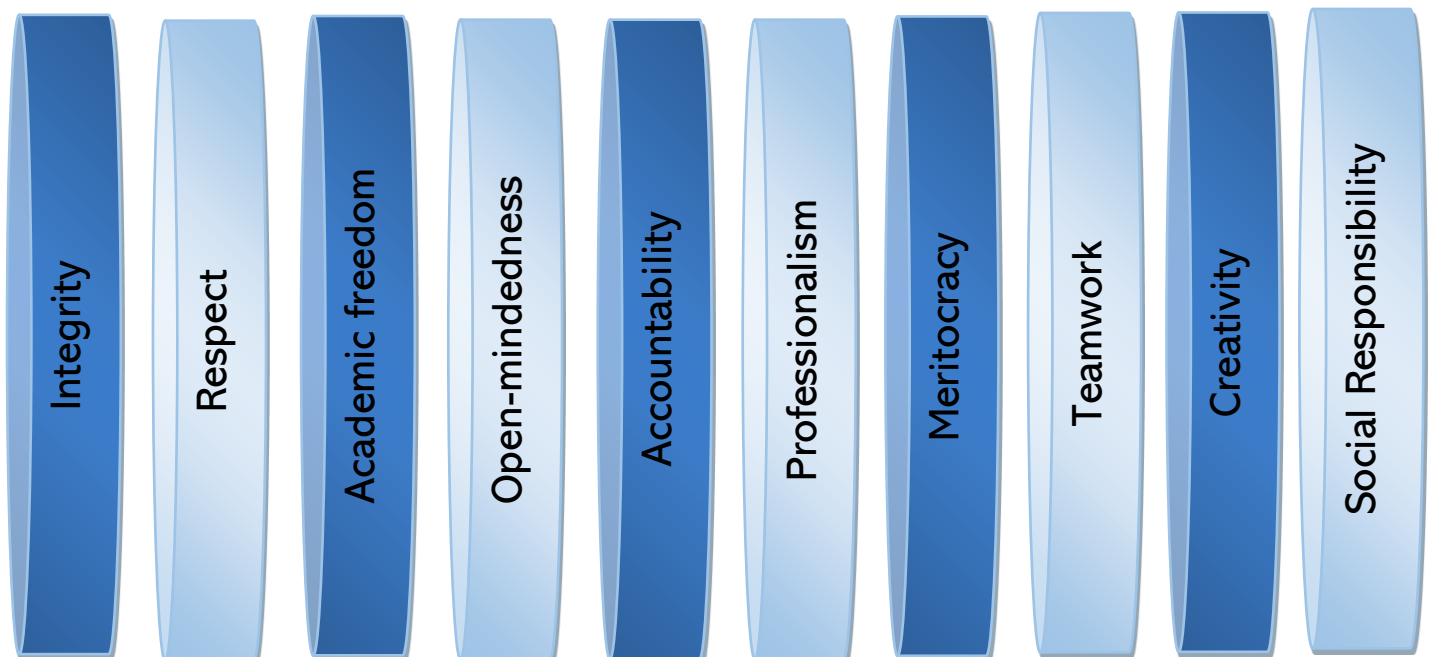
VISION

To be an internationally renowned institution of higher learning in research, innovation, publication and teaching.

MISSION

To advance knowledge and learning through quality research and education for the nation and for humanity.

CORE VALUES



FACULTY'S MISSION

We aspire to be the leader and preferred institution in business and accounting education by:

Providing graduates with quality education and global perspective that meet the evolving needs of various stakeholders

Contributing to the advancement of knowledge in the area of business and accounting through quality research and publication.

INTREPRETATION

- **Quality education:** *We emphasize on quality intake of students based on merits at both undergraduate and postgraduate levels. The program structure is continuously reviewed to ensure it is relevant to the industry. We provide excellent facilities and supporting services to the students.*
- **Global perspective:** *Our curriculum prepares students with business and accounting knowledge relevant to world business perspectives. UMFBA continuously seeks international linkages in research, learning and scholarship.*
- **Stakeholders:** *We designed our programs responsive to the needs of industry, government and society at large.*
- **Advancement of knowledge through quality research and publication:** *Our staffs contribute to the dissemination of knowledge through academic and professional publications, teaching and presentations as well as consultations.*

SNAPSHOTS OF FACULTY

Business education in the University of Malaya dates to 1966 when the Faculty of Economics and Administration first offered business and accounting courses. In line with the increasing demand for accounting and business programmes, the Faculty of Business and Accountancy (UMFBA) was subsequently established on 1 February 1997 to focus on developing these programmes. UMFBA strives to meet the challenges of preparing students to play a vital role in the industry and nation building. UMFBA seeks to remain at the forefront of business and accounting education and continues to enjoy the reputation as an excellent knowledge-based institution.

UMFBA is headed by a Dean and assisted by three (3) Deputy Deans and five (5) Heads of Departments. The five (5) departments are Business Policy and Strategy, Marketing, Finance and Banking, Accounting and Operations and Management Information Systems.

Currently, UMFBA offers nine (9) programmes. The six (6) programmes offered at postgraduate level are Master of Business Administration (MBA), Master of Management (MM), Master of Accounting (Reporting and Management Accountability), MAcc), Master of Marketing (MMkt), Doctor of Philosophy (Ph.D) and Doctor of Management (DMgt), while the three (3) undergraduate programmes are Bachelor of Accounting (BAcc), Bachelor of Business Administration (BBA) and Bachelor of Finance (BFin).

As part of our effort to strengthen our programmes, UMFBA has collaborated with various business communities and government agencies. In addition, there are several Faculty members who are affiliated to professional bodies such as the Malaysian Institute of Accountants (MIA), Malaysian Institute of Certified Public Accountants (MICPA), Association of Chartered Certified Accountants (ACCA), Institute of Chartered Accountants England and Wales (ICAEW), Malaysian Institute of Chartered Secretaries and Administrators (MAICSA) and Chartered Financial Analyst (CFA) as well as advisors to several financial institutions such as the Bank Muamalat, Public Islamic Bank and AIA Public Takaful.

ACADEMIC CALENDAR 2020/2021

SEMESTER 1				
Orientation Week	1 week	04.10.2020	-	11.10.2020
Lectures	5 weeks*	12.10.2020	-	15.11.2020
Mid-Semester I Break	1 week	16.11.2020	-	22.11.2020
Lectures	9 weeks*	23.11.2020	-	24.01.2021
Semester I Final Examination	3 weeks*	25.01.2021	-	14.02.2021
Semester Break	3 weeks	15.02.2021	-	07.03.2021
22 weeks				
SEMESTER II				
Lectures	10 weeks*	08.03.2021	-	16.05.2021
Mid-Semester II Break	1 week	17.05.2021	-	23.05.2021
Lectures	4 weeks*	24.05.2021	-	20.06.2021
Revision Week	1 week*	21.06.2021	-	27.06.2021
Semester II Final Examination	3 weeks*	28.06.2021	-	18.07.2021
19 weeks				
SEMESTER BREAK				
Break	11 weeks*	19.07.2021	-	03.10.2021
SPECIAL SEMESTER				
Lectures	7 weeks*	26.07.2021	-	12.09.2021
Special Semester Final Examination	1 week	13.09.2021	-	19.09.2021
Break	2 weeks*	20.09.2021	-	03.10.2021
10 weeks				

MANAGEMENT TEAM



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Dean

DEPUTY DEANS



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*Deputy Dean
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**ASSOCIATE PROFESSOR
DR. MOHD ZULKHAIRI
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*Deputy Dean
(Undergraduate)*



**ASSOCIATE PROFESSOR DR.
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*Deputy Dean
(Research & Development)*

HEADS



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*BUSINESS POLICY
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**ASSOCIATE
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**DR NOOR
SHAROJA SAPIEI**

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DR. NURUL SHAHNAZ
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DR. KANAGI A/P
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*OPERATIONS & MANAGEMENT
INFORMATION SYSTEMS*

OFFICERS



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*PRINCIPAL
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DR LEE SU TENG
BBA
COORDINATOR



DR MOHD EDIL BIN ABD SUKOR
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COORDINATOR

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HEAD
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ACADEMIC ADVISORS

The Faculty has appointed a panel of academic advisors to guide and advise students on academic matters. Students are encouraged to consult their academic advisors at least once during the semester. The list of academic advisors and contact details are available in the faculty website (<http://UMFBA.um.edu.my/current-student/undergraduate/academic-advisor>).

These lecturers have been appointed as the panel of academic advisors:



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GENERAL INFORMATION

This general information is based on the University of Malaya (Bachelor's Degree) Rules & Regulations 2019. The rules and regulations that bind all the academic programme offered are being constantly updated from time to time. Should there be any conflicting information in this handbook, please refer to the latest information in University of Malaya (Bachelor's Degree) Rules 2019 and University of Malaya (Bachelor's Degree) Regulations 2019 in the University website under the Student Portal (UMSItS).

PROGRAMME AND GRADUATION

The Faculty of Business and Accountancy (UMFBA) offers the Bachelor of Accounting (BAcc), Bachelor of Business Administration (BBA), and Bachelor of Finance (BFin) undergraduate programmes. For entry into these programmes, candidates must have acquired the Sijil Tinggi Pelajaran Malaysia (STPM) or its equivalent. Malaysian candidates are also required to take the Malaysian University English Test (MUET) whereas international candidates are required to have IELTS/TOEFL.

The University of Malaya (UM) will confer the degree upon successful completion of the programme. The table below summarises the credit requirements and study period required to complete the programme:

Programme	Minimum Accumulated Credits	Study Period	
		Min Semester	Max Semester
BAcc	138	8	12
BBA	122	7	11
BFin	131	7	11

STUDENT EVALUATION

The grading system and the calculation of Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) adopted by the BBA, BAcc and the BFin programmes are those that are implemented throughout the University.

The courses offered are assessed through continuous assessment and final examination. The continuous assessment may consist of quizzes, assignments, a mid-semester examination and other forms of assessment. The composition of continuous assessment and final exam is stated in each course Proforma.

UMFBA has adopted a semester system whereby there are two (2) normal semesters and one (1) special semester in an academic year. A normal semester lasts 14 weeks while a special semester lasts 7 weeks.

In normal semester, students who have obtained a GPA of 2.0 and above are permitted to register for up to 22 credits while students who obtained GPA of less than 2.0 are only allowed to register for up to 15 credits. For special semester, students who have obtained a GPA of 2.0 and above are permitted to register for up to 11 credits while students who obtained GPA of less than 2.0 are only allowed to register for up to 9 credits.

COURSES AND CREDITS

Each programme has a specific number of credits to be fulfilled for each of the categories.

The table below summarises the requirements:

Programme	University Courses (credits)	Faculty Core Courses (credits)	Programme Core Courses (credits)	Faculty Elective Courses (credits)	Industrial Training (credits)	Total Credits
BAcc	22	28	61	15	12	138
BBA	24	15	43	30	10	122
BFin	24	18	44	35	10	131

CREDIT TRANSFER

Credit transfer may be granted in special cases to students who are currently studying for a bachelor's degree in UM. For example, credit transfer may be given to students who have applied for a change of academic programme or have taken courses during a student exchange programme and have had their applications approved.

There are two (2) types of credit transfer allowed by the University:

- I. Credit transfer with grade
- II. Credit transfer without grade

Approval for any credit transfer is subject to the following conditions:

- the course content must overlap at least 80% of an equivalent course offered by the University; and
- the grade or grade point obtained for the particular course must not be less than a C or 2.0.
- the course for which the transfer of credit is applied must be a course in a programme of study that is equivalent to the programme of study pursued by the student at the University.
- application for credit transfer should be submitted to the Dean not later than the Friday of the second week of lectures of a normal semester.

CREDIT EXEMPTION

Credit exemption means students are exempted from registering for courses that they have taken prior to their registration into the programme of study at UM. These courses must be approved by the University Senate. Credit exemption courses will be given a grade K1, and no credits will be taken into account in the calculation of the GPA and CGPA.

To be considered for credit exemption, the professional certificate/diploma/degree qualification on which the request for credit exemption is based should have been taken less than five years prior to admission to the University.

The following conditions have to be met when applying for credit exemption:

- The application must be made within the first two semesters of study;
- The content of the course must overlap at least 80% of the equivalent course offered by UM; and

- The grade or grade point obtained for the particular course must not be less than a grade C or 2.0.

An application for credit transfer or credit exemption should be made using the prescribed form, which can be obtained from the Faculty. Completed forms must be submitted to the Dean of the Faculty not later than the Friday of the second lecture week of a normal semester together with the following documents:

- The payment of the processing fees at the prescribed rate. These fees are non-refundable;
- Compulsory supporting documentation, which includes the course learning outcomes, syllabus or course content, assessment (final exam question) and the grading scheme for the course for which credit transfer or credit exemption is applied; and
- A copy of the certificate/diploma/degree concerned.

Details about credit transfer and credit exemption are available in the University of Malaya (Bachelor's Degree) Rules 2019 and University of Malaya (Bachelor's Degree) Regulations 2019 in the University website under the Student Portal (UMSIItS).

WITHDRAWAL FROM SEMESTER

A student may be allowed to withdraw from any semester after he has undergone at least one semester of his/her programme of study. The student needs to complete the prescribed form and submit it to the Dean of the Faculty not later than Friday of the seventh week of a normal semester or the Friday of the second week of a Special Semester.

COURSE REGISTRATION

Students are required to register for courses in accordance with the stage of study. The stage of study is determined by the number of credits completed by the student as follows:

Stage of Study	No. of credits
Beginning	35 credits and below
Middle	36-75 credits
Final	76 credits and above

A student is required to register within the stipulated time frame as follows:

ACTIVITY	NORMAL SEMESTER	SPECIAL SEMESTER	FEE CHARGES	COUNTED AS PART OF THE DURATION OF STUDY
REGISTRATION				
Final Stage	2 weeks before commencement of semester	1 week before commencement of semester	Yes	Yes
Middle Stage	1 week before commencement of semester	Week 1	Yes	Yes
Beginning Stage	Week 1	Week 1	Yes	Yes
ADD/DROP				

ACTIVITY	NORMAL SEMESTER	SPECIAL SEMESTER	FEE CHARGES	COUNTED AS PART OF THE DURATION OF STUDY
Add	Week 1 & 2	Week 1	Yes	Yes
Drop	Week 1 & 2	Week 1	No	Yes
WITHDRAWAL				
Withdrawal from course	Week 3 & 4	Week 2	Yes	Yes
Withdrawal from semester for personal reasons	Week 1-2 Week 3-7	Week 1 Week 2	No Yes	Yes Yes
Withdrawal from semester for student exchange programme	Week 1-2 Week 3 -14	Week 1-2 Week 3-7	No Yes	No No
Withdrawal from semester on medical grounds	Week 1-7 Week 8 -14	Week 1-2 Week 3-7	No Yes	No No

Students are given 2 weeks from recommencement of semester to complete registration. Should the student fail to register within the stipulated period, his or her academic status will lapse.

GRADING SCHEME

The University grades including the marks and their meaning are as follows:

Marks	Grade	Grade Point	Level of Achievement
90 - 100	A+	4.0	High Distinction
80 - 89	A	4.0	Distinction
75 - 79	A-	3.7	Distinction
70 - 74	B+	3.3	Good
65 - 69	B	3.0	Good
60 - 64	B-	2.7	Good
55 -59	C+	2.3	Pass
50 - 54	C	2.0	Pass
45 - 49	C-	1.7	Fail
40 - 44	D+	1.3	Fail
35 - 39	D	1.0	Fail
0 - 34	F	0.0	Fail

REDEMPTION OF COURSE GRADE

A student may apply to redeem a C- grade for any category of course subject to the following conditions and the approval of the Dean:

- The course concerned may be redeemed to a grade C only;
- The marks are to be added to the existing marks;
- Redemption may be done for one course only for the semester concerned; and
- An application to redeem a C- grade shall be made within one week after the date of the official examination results.

REPEATING A COURSE

A student who obtains a grade lower than the passing grade for a course and does not choose to redeem the course grade shall be required to repeat the course concerned until he achieves at least the passing grade, subject to the structure of the programme of study and the maximum period of study.

IMPROVEMENT OF COURSE GRADE AND/OR ACADEMIC PERFORMANCE

A student may be permitted to repeat only once any course which he/she has passed to improve the course grade to a better grade. The better grade shall be taken into account for the purpose of calculating the CGPA. To improve his/her academic performance, a student may be permitted to take another course in the same category as a substitute.

MINIMUM REQUIREMENT FOR A PROGRAMME OF STUDY/ACADEMIC PROBATION

To fulfil the minimum requirement of a programme of study, a student has to obtain a minimum GPA and CGPA of not less than 2.0 every semester. A student who obtains a GPA of below 2.0 shall be placed under an Academic Probationary Period in the following Normal Semester.

FAILURE AND TERMINATION

A student can be terminated from his/her programme if he/she:

- Is placed under an Academic Probationary Period and later obtains a GPA of 1.3 or less for two (2) consecutive semesters;
- Obtains a GPA lower than 2.0 in four consecutive semesters;
- Obtains a grade F three times or more for the same course;
- Obtains a CGPA of less than 1.0 in two consecutive semesters; and
- Fails to complete the requirements of his/her programme of study within the prescribed maximum period.

SOCIAL ENGAGEMENT (GIG1005)

This is a compulsory course for all students. It is to be taken during the Second Semester of the first year of study. The course exposes students to community service and volunteering. Course coordinators are available to assist students regarding community engagement projects.

INDUSTRIAL TRAINING

Industrial training (LI) lasts for 20 to 24 consecutive weeks and carries 10 to 12 credits. Students are not allowed to register for or join any courses offered by the faculty or outside faculty elective courses during the industrial training period.

The duration of LI for students according to programme is as follows:

Programme	Duration - Week	Credit
BAcc	24	12
BBA	20	10
BFin	20	10

Students are given a choice either to do LI in semester I or semester II. The timing and duration of LI is as follows:

Semester I	August to January
Semester II	February to July

Students should apply to the Faculty for Industrial Training placement one semester before the industrial training starts. Two (2) weeks before the semester starts, students should register on-line for the Industrial Training course (CIB3004/CIA3006/CIC3005). For assistance, students may contact the Centre for the Initiation of Talent and Industrial Training (CITra): -

Email : citra@um.edu.my
Phone Number : +603-7967 5408
Fax Number : +603-7967 5427

Students will be graded at the end of the LI Period based on the criteria below:

Employer's Assessment : 50%
Internship Report : 45%
Logbook : 5%

STUDENT EXCHANGE PROGRAMME

Students may apply to participate in any of the Student Exchange Programmes at our partnering foreign universities. To apply, students need to follow the steps below:

- Check the list and details of the partner universities in various countries through <https://isc.um.edu.my>.
- Check for the courses offered and information on the student exchange programme on the partnering University's website.
- Check out the application procedures and financial provisions through the International Student Centre website (<http://isc.um.edu.my>). ISC provides funding for exchange programme purposes.
- Get advice from the Faculty Student Mobility Coordinator regarding the suitability of courses to be taken.
- Students who receive insufficient funding from ISC may apply for the Lim Goh Tong Student Exchange Award by applying to the Dean of the Faculty.

Some of our partnering universities which have established MoU/MoA with our faculty are:

- University of New South Wales, Australia
- University of Hradec Kralove, Czech Republic
- The University of Tsukuba, Japan
- Otaru University of Commerce, Japan
- Central Queensland University School of Business and Law, Australia
- WU (Vienna University of Economics and Business), Austria
- ICHEC Brussels Management School, Belgium
- The Hong Kong University of Science and Technology (HKUST), China
- Xiamen University, China
- Copenhagen Business School, Denmark
- EBS Universität für Wirtschaft und Recht, Germany
- University College, Dublin, National University of Ireland Dublin, Ireland
- Kinki University, Japan
- Kyungshung University, Korea
- Uppsala University, Sweden
- National University of Kaohsiung, Taiwan
- Prince of Songkla University, Thailand
- Cardiff University, United Kingdom
- Stellenbosch University, South Africa

STUDENT AWARDS

To recognise the achievements of exemplary students, UMFBA provides the following awards:

- **Dean's List Award** - awarded to students who have obtained a Grade Point Average of at least 3.7 and who have taken at least 15 credits in a particular semester. This award is given every semester.
- **Leslie Wong Award** - awarded to excellent BAcc and BBA graduates of the current year.
- **Anthony Francis Fernandez Award** - awarded to selected first year students with a GPA of 3.5 and above. The award is open for application every semester.
- **Deloitte Excellence Award** - awarded to the best BAcc students in taxation and auditing courses in every semester.
- **CIMB Achievement Prize** - awarded to the two (2) year 3 BFin students (best in

academic and co-curricular).

- **Sunway TES- ICAEW Excellent Scholarship** - awarded to 10 BAcc graduates with CGPA 3.5 and above who are employed by the Big 5 accounting firms to pursue an ICAEW qualification.
- **MICPA excellence Award** - awarded to the best accounting graduate.
- **University Book Prize** - awarded to all graduating students with CGPA 3.7 and above
- **Harvard Business School Alumni Club of Malaysia, Gold Medal Award** - awarded to the best student in Malaysia who graduates in Business Administration programme
- **Prokhas Award** - -awarded to an excellent BAcc graduate (academic and co - curriculum)




STUDENT ACTIVITIES

For students who are actively involved in academic and co-curricular activities, UMFBA provides supporting facilities such as an office for the various clubs, notice boards, letter box, as well as telephone and fax machines (for official use only). In addition, UMFBA also assists in several club activities. The following clubs for students have been established by UMFBA:

1. University Malaya Accounting Club (UMAC)
2. University Malaya Business Club (UMBC)
3. University Malaya Finance Association (UMFA)

Students are strongly encouraged to be involved and to participate in activities organised by these clubs as well as other activities that are organised at UMFBA such as interaction week, career talks, camps, and annual dinners. Each participation will be considered for merit points that will be accumulated throughout the study period.

The following are some of the activities previously organised by the UMFBA Student Clubs:

 UMAC	 UMBC	 UMFA
<ul style="list-style-type: none"> ● Interaction Week Project ● UMAC Sports Day ● Malaysian Accounting Students' Convention (MASC) ● Malaysian Intersivity Leadership Conference (MILC) ● Accounting Students' Conference (ASC) ● Career Path ● Accounting Camp ● Accounting Night ● MICPA Accountancy Week ● Intersivity Corporate Strategic Challenge (ICSC) ● Programme of Interaction, Motivation and Social Harmony (PRIMASH) 	<ul style="list-style-type: none"> ● Orientation Week (O-Week) ● Malaysian Business Student Summit (MBSS) ● Business Night (Biz Night) ● Internship Talk ● Career Path ● UMFBA Welcome Day 	<ul style="list-style-type: none"> ● Bonding Day ● Visit to KWSP ● J-Corp Talk ● Financial Freedom for Youth ● China Financial Market Conference ● Corporate visit to Bursa Saham Malaysia ● Investo (investing game) ● Investment Talk ● Finance Dinner

Students are strongly encouraged to take part in competitions organised by the clubs and external organisations. By representing faculty and university, students will contribute to further enhance the university's reputation and their own credibility. Below is the list of approved competitions for students to consider participating. However, participation in other competitions are also highly encouraged.

Competition Name	Organiser
Deloitte Risk Intelligence Challenge	Deloitte
PNB Investment Quiz	PNB
Deloitte Tax Challenge	Deloitte
Deloitte Audit Challenge	Deloitte
Accounting Professional Avenue Quiz Challenge	USM
CFA Institute Research Challenge	CFA
HSBC Business Case Competition	HSBC
The ICAEW Regional Business Challenge	ICAEW
MICPA CAANZ Investment Challenge	MICPA
MICPA-CAANZ Accounting Quiz	MICPA
EY Young Tax Professional Challenge	Earnst and Young
PWC Trust builders	PWC
MMU Accounting Quiz	MMU
MFPC Financial Planning Tournament	Malaysian Financial Planning Council
L'oréal Brandstorm	L'oréal
Investment Challenge Game	OSK Investment Bank

BACHELOR OF ACCOUNTING (BAcc)

AIM OF THE PROGRAMME

To equip graduates with a practical and conceptual understanding of accounting methods and techniques, skills, leadership, ethical values and an appreciation of interdisciplinary links to accounting. The curriculum has been developed with the aim of preparing students for employment advancement in the fields of private or governmental accounting.

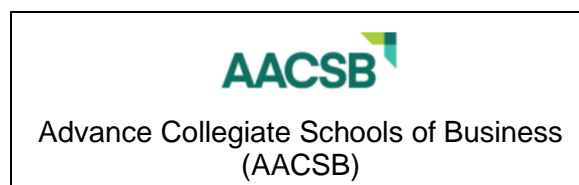
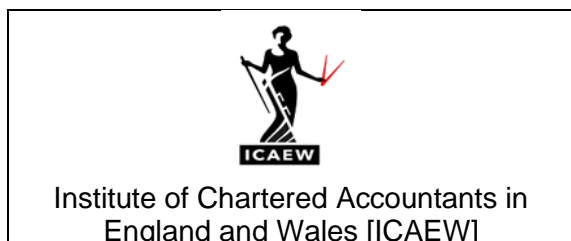
PROGRAMME EDUCATIONAL OUTCOME (PEO) / LEARNING OUTCOMES OF THE PROGRAMME (PLO)

PEO 1	PEO 2	PEO 3
Apply fundamental knowledge in accounting to solve accounting and business issues. (PLO1, PLO2, PLO6)	Involve in accounting and business practices ethically, competently and socially responsible. (PLO3, PO4)	Demonstrate commitment to continuous learning in accounting and able to lead and communicate effectively. (PLO5, PLO7, PLO8)
PLO		
At the end of the accounting programme, graduates are able to: <ol style="list-style-type: none">1. Acquire knowledge in related accounting disciplines.2. Apply concepts, principles and techniques in related accounting disciplines.3. Demonstrate awareness of social responsibility.4. Demonstrate awareness of business ethics in a manner consistent with the accounting profession.5. Show ability to communicate, lead and work in a team.6. Solve accounting problems using a scientific approach.7. Become life-long self-directed learners.8. Apply managerial and entrepreneurial skills.		

PROFESSIONAL RECOGNITION

UM's Bachelor of Accounting programme is recognised both nationally and internationally. The programme is recognised under Schedule 1 Accountants Act 1967. Graduates of this programme are eligible to register as members of the Malaysian Institute of Accountants (MIA), subject to three years practical accounting experience, as stipulated in Part IV of the Accountants Act 1967.

In addition, the programme is also recognised by other international professional accounting bodies. BAcc graduates from UM may get maximum exemptions from the following bodies:



Bachelor of Accounting is recognised by the Association to Advance Collegiate Schools of Business (AACSB), a world-class body that recognises institutions that meet the strict quality standards. This recognition is accepted by well-known employers and other universities around the world. As of August 18, 2020, only 876 institutions from around the world have received AACSB recognition.

For students wishing to embark on a professional pathway with MICPA for CPA (Malaysia) qualifications, they are entitled to apply for Students Sponsorship Programme (SSP) by MICPA. Starting from this year, the engagement sessions with MICPA that pertain to the information on SSP, are held virtually - i.e. online.

The University had a Memorandum of Understanding (MOU) with MICPA on 11th March 2020, whereby under this memorandum the University shall be given the authority to conduct the examination for all courses in ASE (except for capstone) internally. This project is still in its infancy stage subsumed under the Special Working Group (SWG) project. The trial phase is expected to run for a period of two (2) years.

Accordingly, it is advised that if students wish to take up the MICPA qualification path, then they should consider taking the elective CIA3009 Advanced Taxation. Therefore, since the SWG project has just started, it is worthwhile for students to take up the Advanced Taxation elective, as they prepare for their MICPA Advanced Stage Examination. Graduates who pass MICPA examinations, shall also be granted with qualifications from Chartered Accountants Australia and New Zealand (CAANZ) due to mutual agreement between these two professional bodies.

The ACCA Accelerate programme is a special arrangement between ACCA and the University, which gives students the opportunity to register and start preparing professional level exams (Strategic Professional Examinations) with ACCA prior to graduation. These students will be professionally qualified accountants upon completion of their degree and ACCA.

UM is also in collaboration with ICAEW to offer the ICAEW qualification. Students are exempted from eight (8) ICAEW papers when they pass all relevant courses of BACC that qualify for ICAEW credit for prior learning (CPL). The students are also eligible to take four (4) Strategic Credit papers that will be offered in October 2020 (date of commencement). The students need to gain 55% for final examination portion only in the BACC courses to qualify for these strategic credits.

Further, the students can take the remaining three (3) ICAEW papers after they graduate in BAcc program. Alternatively, UM is in collaboration with ICAEW and Sunway TES that also offers the ICAEW qualification via the Structured Internship Programme. Capable students who are selected are also exempted from eight ICAEW papers. The students are allowed to sit for some of the remaining papers in the third and final year of their programme.

For students who wish to embark on a professional pathway with CIMA, the arrangement between UM and CIMA allows students to be exempted from ten (10) CIMA papers when they pass all BAcc core courses.

UM and CPA (Australia) have entered into an agreement to allow fourth year students to take selected segments of the CPA programme. The students need to complete the relevant courses of BAcc to gain full exemption of the foundation level of CPA programme. The BAcc graduates from UM may apply to CPA to join as an associate (ASA) member, before commencing the professional papers. This will allow the students to get a head start in their professional accounting career.

MAICSA is the premier professional body for company secretaries and governance professionals. BAcc graduates from UM are eligible to apply for exemptions of certain modules of The Chartered Governance Qualifying Programme (CGQP).

CIPFA is the leading accountancy body for the public services providing education and training in accountancy and financial management. UM BAcc graduates are entitled to exemptions for certain papers of CIPFA.

UM is the first University in Malaysia to be accepted into the Internal Auditing Education Partnership (IAEP) programme by the Institute of Internal Auditors (IIA) Inc. USA. This programme was developed by IIA for the purpose of promoting and assisting educators who offer an internal audit education programme. The IAEP programme prepares students with the skills and knowledge to help them to conduct basic internal audits immediately upon hires and also provides them with a foundation to begin preparing for the CIA® examination. Other benefits offered include free books, research collaboration and assistance, and student internships at member organisations.

The following table summarises the exempted modules by different professional bodies and its corresponding courses in BAcc:

ACCA		
Modules Exempted	Accredited courses/ Courses required for exemption	Modules to complete
Performance Management	CIA2003 Accounting for Decision Making and Control	1. Strategic Business Leader 2. Strategic Business Reporting 3. Choose any 2 modules: Advanced Financial Management OR Advanced Performance Management OR Advanced Taxation OR Advanced Audit and Assurance
	CIA3004 Seminar in Management Accounting	
Taxation	CIA2005 Individual Income Tax	
	CIA2006 Business and Corporate Taxation	
Financial Reporting	CIA1003 Intermediate Financial Accounting and Reporting	
	CIA2001 Advanced Financial Accounting and Reporting	
	CIA3001 Corporate Accounting	
Audit and Assurance	CIA2004 Auditing Principles	
	CIA3005 Advanced Auditing	
Financial Management	CIX2001 Financial Management	
	CIC2001 Basic Corporate Finance	
ICAEW		
Modules Exempted	Accredited courses/ Courses required for exemption	Modules to complete
Certificate Level: Accounting	CIA1002 Foundations in Financial Accounting and Reporting	1. Advanced Level: Corporate Reporting 2. Advanced Level: Strategic Business Management 3. Advanced Level: Case Study
	CIA1003 Intermediate Financial Accounting and Reporting	
Certificate Level: Management Information	CIA1004 Cost Accounting	
	CIA2003 Accounting for Decision Making and Control	
	CIX2001 Financial Management	
Certificate Level: Principle of Taxation	CIA2005 Individual Income Tax	
Certificate Level: Assurance	CIA2004 Auditing Principle	
	CIA2002 Accounting Information System	
Certificate Level: Business Technology and Finance	CIB1001 Management	
	CIF1001 Principles of Marketing	
	CIB3002 Strategic Management	
Certificate Level: Law	CIA2007 Commercial Law	
	CIA2008 Company Law	
Professional Level: Business Strategy and Technology	Coverage is distributed to over a number of courses. This module is awarded to students gaining a second class upper or better degree award	
Professional Level: Financial Management	CIX2001 Financial Management	
	CIC2001 Basic Corporate Finance	
Professional Level: Tax Compliance*	CIA2006 Business and Corporate Tax	
Professional Level: Audit and Assurance*	CIA3005 Advanced Audit	
Professional Level: Financial Accounting and Reporting*	CIA3001 Corporate Accounting	
Professional Level: Business Planning*	CIC3017 Financial Markets and Institutions	

MICPA-CAANZ		
Modules Exempted	Accredited courses/ Courses required for exemption	Modules to complete
Professional Stage Examination: Auditing	All core courses	1. Advanced Stage Examination: Audit and Assurance (AAA) 2. Advanced Stage Examination: Financial Accounting & Reporting (FIN) 3. Advanced Stage Examination: Management Accounting and Applied Finance (MAAF)
Professional Stage Examination: Business & Company Law		
Professional Stage Examination: Business Strategy & Financial Management		
Professional Stage Examination: Financial Reporting		
Advanced Stage Examination: Taxation (TAX)*	CIA3009 Advanced Taxation	4. Capstone (CA)
CPA Australia		
Modules Exempted	Accredited courses/ Courses required for exemption	Modules to complete
Accounting Systems and Processes	CIA1003 Intermediate Financial Accounting and Reporting	1. Ethics and Governance 2. Strategic Management Accounting 3. Financial Reporting 4. Global Strategy and Leadership AND Two electives selected from: <ul style="list-style-type: none"> • Advanced Audit and Assurance • Contemporary Business Issues • Financial Risk Management • Malaysian Taxation
	CIA1002 Foundations in Financial Accounting and Reporting	
Audit and Assurance	CIA2004 Principles of Auditing	
Business Law	CIA2007 Commercial Law	
	CIA2008 Company Law	
Economics	CIX1001 Principles of Microeconomics	
	CIX1002 Principles of Macroeconomics	
Ethics	CIB3001 Business Ethics	
Finance and Financial Management	CIX2001 Financial Management	
	CIC2001 Basic Corporate Finance	
Financial Accounting and Reporting	CIA1003 Intermediate Financial Accounting and Reporting	
	CIA2001 Advanced Financial Accounting and Reporting	
	CIA3001 Corporate Accounting	
Information Technology	CID1001 Management Information System	
	CIA2002 Accounting Information System	
	CIA3002 Advanced Accounting Information System	
Management Accounting	CIA1004 Cost Accounting	
	CIA2003 Accounting for Decision-Making and Control	
	CIA3004 Seminar in Management Accounting	
Quantitative Methods	CIX1003 Business Statistics	
	CIX1004 Quantitative Analysis for Business	
Taxation	CIA2005 Individual Income Tax	
	CIA2006 Business and Corporate Taxation	

CIMA		
Modules Exempted	Accredited courses/ Courses required for exemption	Modules to complete
BA1 Fundamentals of Business Economics	All core courses	<ol style="list-style-type: none"> 1. Management Case Study 2. E3 Strategic Management 3. P3 Risk Management 4. F3 Financial Strategy 5. Strategic Case Study
BA2 Fundamentals of Management Accounting		
BA3 Fundamentals of Financial Accounting		
BA4 Fundamentals of Ethics, Corporate Governance and Business Law		
BA4 Fundamentals of Ethics, Corporate Governance and Business Law		
P1 Management Accounting		
F1 Financial Reporting		
E2 Managing Performance		
P2 Advanced Management Accounting		
F2 Advanced Financial Reporting		

** the module is still in the process of final approval from ICAEW UK or MICPA. Please check the latest status with the programme coordinator.*

PROGRAMME STRUCTURE

The BAcc programme structure is in accordance with the proposal from the 'Jawatankuasa Halatuju 3 Program Perakaunan Institusi Pengajian Tinggi Awam (IPTA)'. The formation of the curriculum for the accounting programme has taken into consideration the guidelines given by the International Education Standards (IES) produced by the International Federation of Accountants. The programme structure has been approved by all principal stakeholders including the Ministry of Higher Education, Malaysia and the Malaysian Institute of Accountants (MIA). The BAcc programme structure encompasses five main components:

- Accounting, financial and other related knowledge
- Organisation and business knowledge
- Information technology
- Communication skills, industrial exposure and integrated case studies
- Knowledge outside of the accounting field through elective courses

Special sessions are conducted by the Faculty to help students to master the use of accounting and auditing software; namely UBS and AXP. In addition, students are required to attend entrepreneurship and soft skills workshops. The workshops are conducted by the Centre for the Initiation of Talent and Industrial Training (CITra) and the Faculty.

Students will have successfully completed the BAcc Programme once they have obtained a Cumulative Grade Point Average (CGPA) of 2.0 and above and passed (with at least a C grade) all required courses, which consist of the following components:

COMPONENT	CREDITS	PRE-REQUISITE
UNIVERSITY COURSES		
<i>Required for all students</i>		
GIG1003 The Basic Culture of Entrepreneurship	2	
GIG1004 Information Literacy	2	
GIG1005 Social Engagement ¹	2	
GLTXXXX English Language Course ²	6	
Co-curriculum	2	
Elective Course from other Faculties	4	
GIG1012 Philosophy and Current Issues (<i>required for Malaysian students</i>) OR GLT1017 Basic Malay Language (<i>required for International Students</i>)	2	
GIG1013 Appreciation of Ethics and Civilizations	2	
Total	22	
FACULTY CORE COURSES		
CIB1001 Management	3	
CIB2001 Organizational Behaviour	3	
CIB3001 Business Ethics	3	
CIB3002 Strategic Management	4	
CIX1001 Principles of Microeconomics	3	
CIX1002 Principles of Macroeconomics	3	
CIX1003 Business Statistics	3	
CIX1004 Quantitative Analysis for Business	3	
CIX1005 Business Communication: A Critical Thinking Approach	3	
Total	28	
PROGRAMME CORE COURSES		
CIA1002 Foundations in Financial Accounting and Reporting	3	
CIA1003 Intermediate Financial Accounting and Reporting	3	Pass CIA1002
CIA1004 Cost Accounting	3	
CIA2001 Advanced Financial Accounting and Reporting	3	Pass CIA1003
CIA2002 Accounting Information Systems	3	
CIA2003 Accounting for Decision Making and Control	3	Pass CIA1004
CIA2004 Auditing Principles	3	
CIA2005 Individual Income Tax	3	
CIA2006 Business and Corporate Taxation	3	Pass CIA2005
CIA2007 Commercial Law	3	
CIA2008 Company Law	3	Pass CIA2007
CIA3001 Corporate Accounting	3	Pass CIA2001
CIA3002 Advanced Accounting Information System	3	
CIA3003 Accounting Theory and Practice	3	Pass CIA3001
CIA3004 Seminar in Management Accounting	3	Pass CIA2003
CIA3005 Advanced Auditing	3	Pass CIA2004
CIA4001 Integrated Case Study ³	3	Pass CIA3001
CIC2001 Basic Corporate Finance	4	
CIC3017 Financial Market and Institutions	3	
CIX2001 Financial Management	3	
Total	61	

PROGRAMME ELECTIVE COURSES		
Choose any five (5) courses:		
CIA1001 Introductory Accounting (COMPULSORY for students without accounting background but NOT ALLOWED for students with accounting background)	3	
CIA3007 Accounting for Islamic Financial Transactions	3	Pass CIA1002, CIA1003, CIA2001
CIA3008 Information Technology (IT) Auditing	3	Pass CIA2004
CIA3009 Advanced Taxation	3	Pass CIA2006
CIA3010 Public Sector Accounting	3	Pass CIA2001
CIA3011 Internal Auditing	3	Pass CIA2004
CIB1002 Human Resource Management	3	
CIB2003 Legal Aspect of Banking	3	
CIC2003 Islamic Financial System	3	
CIC2004 Investment Management	3	
CIC2005 Econometrics	3	
CIC2006 Global Finance	3	
CIC2007 Money and Banking	3	
CIC2009 Treasury Management	3	
CID2001 Operations Management	3	
CID2002 E-Commerce	3	
CIF1001 Principles of Marketing	3	
CIX2002 Sales Management	3	
CIX2003 Applied Financial Planning	3	
CIX2004 Business Application Development	3	
CIX2005 Entrepreneurship	3	
CIX3001 Islamic Marketing	3	
CIX3002 Bank Management	3	
CIX3003 Social and Environmental Accountability	3	Pass CIB3001
CIX3004 Business Research	3	
CIX3005 Tourism Management	3	
Total	15	
INDUSTRIAL TRAINING		
CIA3006 Industrial Training ⁴	12	CIA1004, CIA2005, CIA2001 and CIA2004. Students who have accumulated at least 60 credit and passed 4 courses. Attended preparatory course for Industrial Training
Grand Total	138	

Notes:

1. To be registered in Semester 2 in the first year of study
2. To be registered in Semester 2 in the first year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
3. Students are advised to take CIA3004 before registering for CIA4001
4. May be taken in Semester 6 (Year 3)

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

RECOMMENDED COURSE SCHEDULE FOR BACC (STANDARD ROUTE, ACCA, CIMA ROUTE)

YEAR 1			YEAR 2		
COURSE		CREDIT	COURSE		CREDIT
	University Courses			University Courses	
GIG1012	Philosophy and Current Issues ¹ OR	2		Co-curriculum	2
GLT1017	Basic Malay Language ²				
GIG1013	Appreciation of Ethics and Civilizations ¹ OR	2	GIG1003	The Basic Culture of Entrepreneurship	2
GIG1013	Appreciation of Ethics and Civilizations in English ²				
GIG1004	Information Literacy	2	GLTXXXX	English Language Course (2) ⁴	3
GIG1005	Social Engagement ³	2			
GLTXXXX	English Language Course (1) ⁴	3			
	Faculty Core Courses			Faculty Core Courses	
CIX1001	Principles of Microeconomics	3	CIB2001	Organizational Behavior	3
CIX1002	Principles of Macroeconomics	3			
CIX1003	Business Statistics	3			
CIX1004	Quantitative Analysis for Business	3			
CIX1005	Business Communication: A Critical Thinking Approach	3			
CIB1001	Management	3			
	Programme Core Courses			Programme Core Courses	
CIA1002	Foundations in Financial Accounting and Reporting	3	CIA2001	Advanced Financial Accounting and Reporting	3
CIA1003	Intermediate Financial Accounting and Reporting	3	CIA2002	Accounting Information System	3
CIA1004	Cost Accounting	3	CIA2003	Accounting for Decision Making and Control	3

CIA2005	Individual Income Tax	3	CIA2004	Auditing Principles	3
			CIA2006	Business and Corporate Taxation	3
			CIA2007	Commercial Law	3
			CIA2008	Company Law	3
			CIX2001	Financial Management	3
Faculty Elective Courses					
CIA1001	Introductory Accounting ⁵ <i>(to be registered in Sem 1)</i>	3			
	Total credit registered each semester	18		Total credit registered each semester	18-19
YEAR 3			YEAR 4		
	COURSE	CREDIT		COURSE	CREDIT
	University Courses			University Courses	
	Elective course from other Faculties (KELF)	2		Elective course from other Faculties (KELF)	2
	Faculty Core Courses			Faculty Core Courses	
CIB3001	Business Ethics	3			
CIB3002	Strategic Management	4			
	Programme Core Courses			Programme Core Courses	
CIA3001	Corporate Accounting	3	CIA3006	Industrial Training ⁶	12
CIA3002	Advanced Accounting Information System	3	CIA4001	Integrated Case Study ⁷	3
CIA3003	Accounting Theory and Practice	3	CIC3017	Financial Market and Institutions	3
CIA3004	Seminar in Management Accounting	3			
CIA3005	Advanced Auditing	3			
CIC2001	Basic Corporate Finance	4			

	Faculty Elective Courses			Faculty Elective Courses	
	Any three (3) Faculty electives	9		Any two (2) Faculty electives	6
	Total credit registered each semester	18		Total credit registered each semester	12 - 14

Notes:

1. Compulsory for local students.
2. Compulsory for international students.
3. To be registered in Semester 2 in the first year of study
4. To be registered in Semester 2 in the first year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
5. Compulsory for students without accounting background.
6. May be taken in Semester 6 (Year 3)
7. Students are advised to take CIA3004 before registering for CIA4001.

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

RECOMMENDED COURSE SCHEDULE FOR BACC (MICPA-CAANZ ROUTE)

YEAR 1			YEAR 2		
COURSE		CREDIT	COURSE		CREDIT
	University Courses			University Courses	
GIG1012	Philosophy and Current Issues ¹ OR	2		Co-curriculum	2
GLT1017	Basic Malay Language ²				
GIG1013	Appreciation of Ethics and Civilizations ¹ OR	2	GIG1003	The Basic Culture of Entrepreneurship	2
GIG1013	Appreciation of Ethics and Civilizations in English ²				
GIG1004	Information Literacy	2			
GIG1005	Social Engagement ³	2			
GLTXXXX	English Language Course (1) ⁴	3			
GLTXXXX	English Language Course (2) ⁴	3			
	Faculty Core Courses			Faculty Core Courses	
CIX1001	Principles of Microeconomics	3	CIB2001	Organizational Behavior	3
CIX1002	Principles of Macroeconomics	3			
CIX1003	Business Statistics	3			
CIX1004	Quantitative Analysis for Business	3			
CIX1005	Business Communication: A Critical Thinking Approach	3			
CIB1001	Management	3			
	Programme Core Courses			Programme Core Courses	
CIA1002	Foundations in Financial Accounting and Reporting	3	CIA2001	Advanced Financial Accounting and Reporting	3
CIA1003	Intermediate Financial Accounting and Reporting	3			
			CIA2002	Accounting Information System	3

CIA1004	Cost Accounting	3	CIA2003	Accounting for Decision Making and Control	3
CIA2005	Individual Income Tax	3	CIA2004	Auditing Principles	3
			CIA2006	Business and Corporate Taxation	3
			CIA2007	Commercial Law	3
			CIA2008	Company Law	3
			CIX2001	Financial Management	3
Faculty Elective Courses				Financial Management	3
CIA1001	Introductory Accounting ⁵ <i>(to be registered in Sem 1)</i>	3			
	Total credit registered each semester	18		Total credit registered each semester	18-19
YEAR 3			YEAR 4		
	COURSE	CREDIT		COURSE	CREDIT
	University Courses			University Courses	
	Elective course from other Faculties (KELF)	2		Elective course from other Faculties (KELF)	2
	Faculty Core Courses			Faculty Core Courses	
CIB3001	Business Ethics	3			
CIB3002	Strategic Management	4			
	Programme Core Courses			Programme Core Courses	
CIA3001	Corporate Accounting	3	CIA3006	Industrial Training ⁶	12
CIA3002	Advanced Accounting Information System	3	CIA4001	Integrated Case Study ⁷	3
CIA3003	Accounting Theory and Practice	3	CIC3017	Financial Market and Institutions	3
CIA3004	Seminar in Management Accounting	3			

CIA3005	Advanced Auditing	3			
CIC2001	Basic Corporate Finance	4			
	Faculty Elective Courses			Faculty Elective Courses	
	CIA3009 Advanced Taxation	3		Any two (2) Faculty electives	6
	Any two (2) Faculty electives	6			
	Total credit registered each semester	18		Total credit registered each semester	12 - 14

Notes:

1. Compulsory for local students.
2. Compulsory for international students.
3. To be registered in Semester 2 in the first year of study
4. To be registered in Semester 2 in the first year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
5. Compulsory for students without accounting background.
6. May be taken in Semester 6 (Year 3)
7. Students are advised to take CIA3004 before registering for CIA4001.

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

RECOMMENDED COURSE SCHEDULE FOR BACC (ICAEW ROUTE)

YEAR 1			YEAR 2		
COURSE		CREDIT	COURSE		CREDIT
	University Courses			University Courses	
GIG1012	Philosophy and Current Issues ¹ OR	2		Co-curriculum	2
GLT1017	Basic Malay Language ²				
GIG1013	Appreciation of Ethics and Civilizations ¹ OR	2	GIG1003	The Basic Culture of Entrepreneurship	2
GIG1013	Appreciation of Ethics and Civilizations in English ²				
GIG1004	Information Literacy	2			
GIG1005	Social Engagement ³	2			
GLTXXXX	English Language Course (1) ⁴	3			
GLTXXXX	English Language Course (2) ⁴	3			
	Faculty Core Courses			Faculty Core Courses	
CIX1001	Principles of Microeconomics	3	CIB2001	Organizational Behavior	3
CIX1002	Principles of Macroeconomics	3			
CIX1003	Business Statistics	3			
CIX1004	Quantitative Analysis for Business	3			
CIX1005	Business Communication: A Critical Thinking Approach	3			
CIB1001	Management	3			
	Programme Core Courses			Programme Core Courses	
CIA1002	Foundations in Financial Accounting and Reporting	3	CIA2001	Advanced Financial Accounting and Reporting	3
CIA1003	Intermediate Financial Accounting and Reporting	3	CIA2002	Accounting Information System	3

CIA1004	Cost Accounting	3	CIA2003	Accounting for Decision Making and Control	3
CIA2005	Individual Income Tax	3	CIA2004	Auditing Principles	3
			CIA2006	Business and Corporate Taxation	3
			CIA2007	Commercial Law	3
			CIA2008	Company Law	3
			CIX2001	Financial Management	3
Faculty Elective Courses				Financial Management	3
CIA1001	Introductory Accounting ⁵ <i>(to be registered in Sem 1)</i>	3			
	Total credit registered each semester	18		Total credit registered each semester	18-19
YEAR 3			YEAR 4		
	COURSE	CREDIT		COURSE	CREDIT
	University Courses			University Courses	
	Elective course from other Faculties (KELF)	2		Elective course from other Faculties (KELF)	2
	Faculty Core Courses			Faculty Core Courses	
CIB3001	Business Ethics	3			
CIB3002	Strategic Management	4			
	Programme Core Courses			Programme Core Courses	
CIA3001	Corporate Accounting	3	CIA3006	Industrial Training ⁶	12
CIA3002	Advanced Accounting Information System	3	CIA4001	Integrated Case Study ⁷	3
CIA3003	Accounting Theory and Practice	3	CIC3017	Financial Market and Institutions	3
CIA3004	Seminar in Management Accounting	3			

CIA3005	Advanced Auditing	3			
CIC2001	Basic Corporate Finance	4			
	Faculty Elective Courses			Faculty Elective Courses	
	CIF1001 Principles of Marketing	3		Any two (2) Faculty electives	6
	Any two (2) Faculty electives	6			
	Total credit registered each semester	18		Total credit registered each semester	12 - 14

Notes:

1. Compulsory for local students.
2. Compulsory for international students.
3. To be registered in Semester 2 in the first year of study
4. To be registered in Semester 2 in the first year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
5. Compulsory for students without accounting background.
6. May be taken in Semester 6 (Year 3)
7. Students are advised to take CIA3004 before registering for CIA4001.

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

RECOMMENDED COURSE SCHEDULE FOR BACC (CPA (AUSTRALIA) ROUTE)

YEAR 1			YEAR 2		
COURSE		CREDIT	COURSE		CREDIT
	University Courses			University Courses	
GIG1012	Philosophy and Current Issues ¹ OR	2		Co-curriculum	2
GLT1017	Basic Malay Language ²				
GIG1013	Appreciation of Ethics and Civilizations ¹ OR	2	GIG1003	The Basic Culture of Entrepreneurship	2
GIG1013	Appreciation of Ethics and Civilizations in English ²				
GIG1004	Information Literacy	2			
GIG1005	Social Engagement ³	2			
GLTXXXX	English Language Course (1) ⁴	3			
GLTXXXX	English Language Course (2) ⁴	3			
	Faculty Core Courses			Faculty Core Courses	
CIX1001	Principles of Microeconomics	3	CIB2001	Organizational Behavior	3
CIX1002	Principles of Macroeconomics	3			
CIX1003	Business Statistics	3			
CIX1004	Quantitative Analysis for Business	3			
CIX1005	Business Communication: A Critical Thinking Approach	3			
CIB1001	Management	3			
	Programme Core Courses			Programme Core Courses	
CIA1002	Foundations in Financial Accounting and Reporting	3	CIA2001	Advanced Financial Accounting and Reporting	3
CIA1003	Intermediate Financial Accounting and Reporting	3	CIA2002	Accounting Information System	3

CIA1004	Cost Accounting	3	CIA2003	Accounting for Decision Making and Control	3
CIA2005	Individual Income Tax	3	CIA2004	Auditing Principles	3
			CIA2006	Business and Corporate Taxation	3
			CIA2007	Commercial Law	3
			CIA2008	Company Law	3
			CIX2001	Financial Management	3
Faculty Elective Courses				Financial Management	3
CIA1001	Introductory Accounting ⁵ <i>(to be registered in Sem 1)</i>	3			
	Total credit registered each semester	18		Total credit registered each semester	18-19
YEAR 3			YEAR 4		
	COURSE	CREDIT		COURSE	CREDIT
	University Courses			University Courses	
	Elective course from other Faculties (KELF)	2		Elective course from other Faculties (KELF)	2
	Faculty Core Courses			Faculty Core Courses	
CIB3001	Business Ethics	3			
CIB3002	Strategic Management	4			
	Programme Core Courses			Programme Core Courses	
CIA3001	Corporate Accounting	3	CIA3006	Industrial Training ⁶	12
CIA3002	Advanced Accounting Information System	3	CIA4001	Integrated Case Study ⁷	3
CIA3003	Accounting Theory and Practice	3	CIC3017	Financial Market and Institutions	3
CIA3004	Seminar in Management Accounting	3			

CIA3005	Advanced Auditing	3			
CIC2001	Basic Corporate Finance	4			
	Faculty Elective Courses			Faculty Elective Courses	
	Any three (3) Faculty electives	6		Any two (2) Faculty electives	6
				CID1001 Management Information Systems ⁸	3
	Total credit registered each semester	18		Total credit registered each semester	12 - 15

Notes:

1. Compulsory for local students.
2. Compulsory for international students.
3. To be registered in Semester 2 in the first year of study
4. To be registered in Semester 2 in the first year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
5. Compulsory for students without accounting background.
6. May be taken in Semester 6 (Year 3)
7. Students are advised to take CIA3004 before registering for CIA4001.
8. This paper is not listed as an elective course. Hence, it must be taken as an extra course in addition to the 138 credits.

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

BACHELOR OF BUSINESS ADMINISTRATION (BBA)

AIM OF THE PROGRAMME

To equip graduates with the knowledge, competency, practical skills, leadership attributes and problem-solving skills in business management.

PROGRAMME EDUCATIONAL OUTCOME (PEO) / LEARNING OUTCOMES OF THE PROGRAMME (PLO)

PEO 1	PEO 2	PEO 3
Apply fundamental knowledge of business related areas to address and solve relevant business issues. (PLO1, PLO2, PLO6)	Demonstrate professional values and ethics in various business related disciplines for career advancement. (PLO3, PLO4, PLO8)	Participate in various professional activities that contribute to the wellbeing of societies. (PLO5, PLO7)
PLO		
At the end of the BBA programme, graduates are able to: <ol style="list-style-type: none">1. Acquire knowledge in various business disciplines.2. Apply the knowledge in various functional business disciplines.3. Demonstrate an awareness of social responsibility.4. Demonstrate professional behaviour.5. Show the ability to communicate, lead and work in a team.6. Solve problems using the scientific approach.7. Become life-long self-directed learners.8. Apply managerial and entrepreneurial skills.		

PROFESSIONAL RECOGNITION



AACSB - Association to Advance Collegiate Schools of Business



MAICSA - Malaysian Institute of Chartered Secretaries and Administrators

Bachelor of Business Administration is recognised by the Association to Advance Collegiate Schools of Business (AACSB), a world-class body that recognises institutions that meet the strict quality standards. This recognition is accepted by well-known employers and other universities around the world. As of August 18, 2020, only 876 institutions from around the world have received AACSB recognition.

Graduates from this programme are granted credits exemptions to pursue the Malaysian Institute of Chartered Secretaries and Administrators (MAICSA) professional qualification.

AREAS OF CONCENTRATION FOR BBA PROGRAMME

Students will be conferred a general BBA degree upon completion of their studies. Students are, however, allowed to concentrate on areas in either Management, Marketing, Finance and Banking or Operations and Management Information Systems to enhance their credibility and their employment value. For the purposes of concentration, a student is required to complete any five courses (15 credits) from the various elective courses offered for a particular concentration area and the remaining five courses (15 credits) from the other departments in FBA. Students, upon graduation, may request a letter from the Dean confirming their concentration. The list of elective courses are as follows. However, the availability of the courses is subject to change:

Management

The effectiveness of an organisation depends on its manager's ability to plan, organise, lead, and effectively distribute resources and activities. Through a concentration in this field, students are expected to enhance their understanding of the basic concepts, theories, and practices of management in business and entrepreneurship. The following is a list of courses for students who wish to concentrate in Management should take or select from:

Elective Management Courses

- CIA2008 Company Law
- CIB3005 Leadership
- CIB3006 Service Management
- CIB3007 Islamic Perspectives on Business
- CIE3001 Industrial Relations (*will not be offered until further notice*)
- CIX2005 Entrepreneurship
- CIX3005 Tourism Management

Marketing

Marketing management can be divided into two aspects: i) understanding the philosophies or organisational orientation towards marketing concepts and customer satisfaction, and ii) implementation of strategies and marketing activities to realise those philosophies. Courses in the field of marketing are designed to increase a student's understanding of marketing concepts and theories as well as develop effective marketing strategies. The following is a list of courses for students who wish to concentrate in Marketing should take or select from:

Elective Marketing Courses

- CIF2002 Retailing
- CIF2003 Electronic Marketing
- CIF3001 Global Marketing
- CIF3002 Hospitality Management
- CIF3003 Integrated Marketing Communications
- CIF3004 Services Marketing
- CIX2002 Sales Management
- CIX3001 Islamic Marketing

Finance and Banking

An understanding of the financial and banking system is important for students who plan to pursue a career in a commercial bank or in the financial services industry. Concentration in this field will enable students to carry out their duties and responsibilities in a professional manner as the courses are structured to help students gain knowledge and expertise in the field of banking and finance. The students will understand the ways in which financial intermediaries and institutions operate, and the structure and functioning of financial markets. The following is a list of courses for students who wish to concentrate in Finance and Banking should take or select from:

Elective Finance and Banking Courses

- CIC2003 Islamic Financial System
- CIC2004 Investment Management
- CIC2005 Econometrics
- CIC2006 Global Finance
- CIC2007 Money and Banking
- CIC2009 Treasury Management (*will not be offered until further notice*)
- CIC3018 Derivatives Market
- CIC3019 Insurance and Risk Management
- CIX2003 Applied Financial Planning
- CIX3002 Bank Management

Operations and Management Information Systems

Operations management is the discipline of applying advanced analytical methods to help managers make better business decisions. Students will be able to use applied mathematics, operations research, and statistics to solve a wide range of business problems. With good MIS support, the management of marketing, finance, production and personnel becomes more efficient. Students can also learn how functional managers are informed about the progress, achievements and shortfalls of operational activities and targets using MIS. The following is a list of courses for students who wish to concentrate in Operations and MIS should take or select from:

Elective Operations and MIS Courses

- CID2002 E-Commerce
- CID2003 Business Data Communication
- CID3001 Supply Chain Management
- CID3002 Strategic Information Systems
- CIX2004 Business Application Development
- CIX3004 Business Research

PROGRAMME STRUCTURE

To be awarded the Bachelor of Business Administration, students must complete 122 credits. The distribution of credits based on components is as follows:

COMPONENT	CREDITS	PRE-REQUISITE
UNIVERSITY COURSES		
<i>Required for all students</i>		
GIG1003 The Basic Culture of Entrepreneurship	2	
GIG1004 Information Literacy	2	
GIG1005 Social Engagement ¹	2	
GLTXXX English Language Course ²	6	
Co-curriculum	2	
Elective Course from other Faculties	6	
<i>Required for local students</i>		
GIG1012 Philosophy and Current Issues	2	
GIG1013 Appreciation of Ethics and Civilisations	2	
<i>Required for international students</i>		
GLT1017 Basic Malay Language	2	
GIG1013 Appreciation of Ethics and Civilisations (in English)	2	
Total	24	
FACULTY CORE COURSES		
CIX1001 Principles of Microeconomics	3	
CIX1002 Principles of Macroeconomics	3	
CIX1003 Business Statistics	3	
CIX1004 Quantitative Analysis for Business	3	
CIX1005 Business Communication: A Critical Thinking Approach	3	
Total	15	
PROGRAMME CORE COURSES		
CIA1001 Introductory Accounting	3	
CIA2009 Management Accounting	3	
CIB1001 Management	3	
CIB1002 Human Resource Management	3	
CIB2001 Organisational Behaviour	3	
CIB2002 Business Law	3	
CIB3001 Business Ethics	3	
CIB3002 Strategic Management	4	
CIB3003 International Business Management	3	
CID1001 Management Information Systems	3	
CID2001 Operations Management	3	
CIF1001 Principles of Marketing	3	
CIF2001 Consumer Behaviour	3	
CIX2001 Financial Management	3	
Total	43	

COMPONENT	CREDITS	PRE-REQUISITE
PROGRAMME ELECTIVE COURSES		
Choose eight (8) courses from this list:		
DEPARTMENT OF BUSINESS POLICY AND STRATEGY		
CIA2008 Company Law	3	Pass CIA 2007 @ CIB 2002
CIB3005 Leadership	3	
CIB3006 Service Management	3	
CIB3007 Islamic Perspectives on Business	3	
DEPARTMENT OF MARKETING		
CIF2002 Retailing	3	
CIF2003 Electronic Marketing	3	
CIF3001 Global Marketing	3	
CIF3002 Hospitality Management	3	
CIF3003 Integrated Marketing Communications	3	
CIF3004 Services Marketing	3	
DEPARTMENT OF ACCOUNTING		
CIA1002 Foundations in Financial Accounting and Reporting	3	
CIA2010 Basics of Taxation Malaysia	3	
DEPARTMENT OF FINANCE AND BANKING		
CIC2003 Islamic Financial System	3	
CIC2004 Investment Management	3	
CIC2005 Econometrics	3	
CIC2006 Global Finance	3	
CIC2007 Money and Banking	3	
CIC2009 Treasury Management	3	
CIC3018 Derivatives Market	3	
CIC3019 Insurance and Risk Management	3	
DEPARTMENT OF OPERATIONS & MANAGEMENT INFORMATION SYSTEMS		
CID2002 E-Commerce	3	
CID2003 Business Data Communication	3	
CID3001 Supply Chain Management	3	
CID3002 Strategic Information Systems	3	
FACULTY ELECTIVE COURSES		
Choose two (2) courses from this list:		
CIX2005 Entrepreneurship	3	
CIX3005 Tourism Management	3	
CIX2002 Sales Management	3	
CIX3001 Islamic Marketing	3	
CIX3003 Social and Environmental Accountability	3	Pass CIB3001
CIX2003 Applied Financial Planning	3	
CIX3002 Bank Management	3	
CIX2004 Business Application Development	3	
CIX3004 Business Research	3	
Total	30	
INDUSTRIAL TRAINING		
CIB 3004 Industrial Training ³	10	Students who have accumulated at least 50 credits and attended preparatory course for Industrial Training
Total	122	

Note:

- To be registered in Semester 2 in the first year of study.
- Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL). To be registered in Year 1, Semester 2 and Year 2, Semester 1.
- May be taken in Semester 6 (Year 3).

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

RECOMMENDED COURSE SCHEDULE FOR BBA

YEAR 1			YEAR 2		
COURSE		CREDIT	COURSE		CREDIT
University Courses			University Courses		
GIG1012	Philosophy and Current Issues ¹	2	GIG1003	The Basic Culture of Entrepreneurship	2
GLT1017	Basic Malay Language ²	2		Co-curriculum	2
GIG1013	Appreciation of Ethics and Civilisations	2		Elective course from other Faculties (KELF)	6
GIG1004	Information Literacy	2	GLTXXXX	English Language Course (2) ⁵	3
GIG1005	Social Engagement ³	2			
GLTXXXX	English Language Course (1) ⁴	3			
Faculty Core Course			Faculty Core Courses		
CIX1001	Principles of Microeconomics	3			
CIX1002	Principles of Macroeconomics	3			
CIX1003	Business Statistics	3			
CIX1004	Quantitative Analysis for Business	3			
CIX1005	Business Communication: A Critical Thinking Approach	3			
Programme Core Courses			Programme Core Courses		
CIA1001	Introductory Accounting	3	CIB1002	Human Resource Management	3
CIB1001	Management	3	CIB2002	Business Law	3
CID1001	Management Information System	3	CID2001	Operations Management	3
CIF1001	Principles of Marketing	3	CIF2001	Consumer Behaviour	3
			CIX2001	Financial Management	3
				Any three (3) Faculty electives	9
	Total credit registered each semester	18-20		Total credit registered each semester	18-19

YEAR 3			YEAR 4		
COURSE		CREDIT	COURSE		CREDIT
Programme Core Courses			Programme Core Courses		
CIA2009	Management Accounting	3	CIB3004	Industrial Training ⁶	10
CIB2001	Organisational Behaviour	3			
CIB3002	Strategic Management	4			
CIB3001	Business Ethics	3			
CIB3003	International Business Management	3			
Faculty Elective Courses					
	Any seven (7) Faculty electives	21			
	Total credit registered each semester	18-19		Total credit registered each semester	10

Note:

1. Compulsory for local students.
2. Compulsory for International students.
3. To be registered in Semester 2 in the first year of study.
4. To be registered in Semester 2 in the first year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
5. To be registered in Semester 1 in the second year of study. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
6. May be taken in Semester 6 (Year 3).

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

BACHELOR OF FINANCE (BFin)

AIM OF THE PROGRAMME

To produce graduates who exhibit a strong knowledge base and technical competency in finance.

PROGRAMME EDUCATIONAL OUTCOME (PEO) AND LEARNING OUTCOMES OF THE PROGRAMME (PLO)

PEO 1	PEO 2	PEO 3
Graduates will work in a finance-relate area. (PLO1, PLO6, PLO7)	Graduates will be able to solve finance related tasks. (PLO2, PLO5)	Graduates will engage in continuous professional development and contribute to the society. (PLO3, PLO4, PLO8)
PLO		
<p>At the end of the programme students are expected to:</p> <ol style="list-style-type: none"> 1. Master the concepts, theories and financial tools in business decision-making 2. Apply quantitative and qualitative financial knowledge in the conduct of their career. 3. Implement corporate social responsibility that is related to different institutions and financial services. 4. Analyse the legal environment, ethics and economics related to the financial profession. 5. Apply relevant soft skills and technical skills to work independently and collaborate in processing and communicating financial issues. 6. Analyse financial information using the instruments and mechanisms available to solve financial problems. 7. Analyse the movement of the pricing of financial products offered in the global financial markets. 8. Demonstrate financial and entrepreneurial abilities in managing business 		

PROFESSIONAL RECOGNITION



CFA - Chartered Financial Analyst Institute



MAICSA - Malaysian Institute of Chartered Secretaries and Administrators

The CFA Institute has included UM's Bachelor of Finance as the fourth qualification into UM's University Affiliation Program. This means that UM's Bachelor of Finance program substantially covers the CFA Program Level 1 Body of Knowledge. Bachelor of Finance programme graduates can be considered for the CFA Program Awareness Scholarships to pursue the CFA professional qualification.

Graduates from this programme need to apply for credit exemptions to pursue the Malaysian Institute of Chartered Secretaries and Administrators (MAICSA) professional qualification.

PROGRAMME STRUCTURE

COMPONENT	CREDITS	PRE-REQUISITE
UNIVERSITY COURSES		
<i>Required for all students</i>		
GIG 1003 The Basic Culture of Entrepreneurship	2	
GIG 1004 Information Literacy	2	
GIG 1005 Social Engagement ¹	2	
GLT XXXX English Language Courses ²	6	
Co-curriculum	2	
Elective Courses from other Faculties	6	
GIG1012 Philosophy and Current Issues	2	
GIG1013 Appreciation of Ethics and Civilizations	2	
Total	24	
FACULTY CORE COURSES		
CIA 1001 Introductory Accounting	3	
CIB 1001 Management	3	
CID 1001 Management Information System	3	
CIX 1001 Principles of Microeconomics	3	
CIX 1002 Principles of Macroeconomics	3	
CIX 1003 Business Statistics	3	
Total	18	
PROGRAMME CORE COURSES³		
CIA 2007 Commercial Laws	3	
CIC 2001 Basic Corporate Finance	4	
CIX 2001 Financial Management	3	
<i>Courses that will be offered ONLY in Semester 1 for each Academic Year</i>		
CIC 2002 Fundamentals of Syariah for Islamic Finance	3	
CIC 2004 Investment Management	3	
CIC 2005 Econometrics	3	
CIC 2006 Global Finance	3	
CIC 3001 Risk Management and Financial Instruments	3	
CIC 3002 Corporate Ethics and Governance	3	
CIC 3004 Financial Statement Analysis	3	
<i>Courses that will be offered ONLY in Semester 2 for each Academic Year</i>		
CIC 2003 Islamic Financial System	3	
CIC 2007 Money and Banking	3	
CIC 2008 Financial Services Marketing	3	
CIC 3020 Cases In Finance	4	
Total	44	

COMPONENT	CREDITS	PRE-REQUISITE
PROGRAMME ELECTIVES³		
(student MUST choose a MINIMUM of 35 credit hours from the courses listed below)		
<i>Courses that will be offered ONLY in Semester 1 for each Academic Year</i>		
CIC 3010 Corporate Valuation	3	Pass CIC2001
CIC 3013 Islamic Banking	3	Pass CIC2002
CIX 2003 Applied Financial Planning	3	
<i>Courses that will be offered ONLY in Semester 2 for each Academic Year</i>		
CIB 2003 Legal Aspects of Banking	3	
CIC 3007 Applied Portfolio Construction	4	Pass CIX2001
CIC 3009 Fixed Income Markets and Instruments	3	Pass CIX2001
CIC 3012 Financial Econometrics	4	Pass CIC2005
CIC 3014 Islamic Capital Market and Instruments	3	Pass CIC2002
CIC 3019 Insurance and Risk Management	3	
CIX 3002 Bank Management	3	
CIC 3018 Derivative Markets	3	
<i>Courses that temporarily will NOT be offered until further notice</i>		
CIC 2009 Treasury Management	3	
CIC 3006 Advanced Corporate Finance	4	Pass CIC2001
CIC 3008 Advanced Derivatives Market	4	Pass CIC3018
CIC 3011 Time Series Analysis	4	Pass CIC2005
CIC 3015 Islamic Wealth Management	3	Pass CIC2002
CIC 3016 Takaful	3	Pass CIC2002
<i>Course that will be offered by the Academy of Islamic Studies</i>		
IIE 3012 Islamic Accounting	3	
Total	35	
INDUSTRIAL TRAINING		
CIC 3005 Industrial Training ⁴	10	Students who have accumulated at least 60 credit and passed 4 programme core courses. Attended preparatory course for Industrial Training.
Total	131	

Note:

- To be registered in Semester 2 in the first year of study.
- Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).

3. Please note that some courses are only offered once in an Academic Year. Therefore, you are strongly advised to follow the Recommended Course Schedule for BFin in the following pages.
4. To be registered in Semester 5 (Year 3)/ Semester 7 (Year 4).

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

RECOMMENDED COURSE SCHEDULE FOR BFIN¹

YEAR 1					
Semester 1			Semester 2		
CODE	COURSE	CREDIT	CODE	COURSE	CREDIT
GIG1013	Appreciation of Ethics and Civilizations	2	GIG1012	Philosophy and Current Issues	2
GIG1004	Information Literacy	2	GIG1005	Social Engagement	2
CID1001	Management Information System	3	CIX1002	Principles of Macroeconomics	3
CIB1001	Management	3	CIA2007	Commercial Law	3
CIX1001	Principles of Microeconomics	3	CIC2003	Islamic Financial System	3
CIX1003	Business Statistics	3	CIC2007	Money and Banking	3
CIA1001	Introductory Accounting	3	CIX2001	Financial Management	3
	Total credit registered	19		Total credit registered	19
YEAR 2					
Semester 1			Semester 2		
CODE	COURSE	CREDIT	CODE	COURSE	CREDIT
	Co-curriculum	2	GLTXXXX	English Language Course (1) ²	3
KELF	Elective course from other Faculties	3	GIG1003	The Basic Culture of Entrepreneurship	2
CIC2001	Basic Corporate Finance	4	CIB2003	Legal Aspects of Banking	3
CIC2002	Fundamental of Syariah for Islamic Finance	3	CIC2008	Financial Services Marketing	3
CIC2004	Investment Management	3	CIX3002	Bank Management	3

CIC2005	Econometrics	3	CIC3012	Financial Econometrics	4
CIC2006	Global Finance	3	CIC3018	Derivative Markets	3
	Total credit registered	21		Total credit registered	21

Industrial Training in Year 4 (Semester 1)

YEAR 3					
Semester 1			Semester 2		
CODE	COURSE	CREDIT	CODE	COURSE	CREDIT
KELF	Elective course from other Faculties	3	GLTXXX	English Language Course (2) ²	3
CIC3001	Risk Management and Financial Instruments	3	CIC3019	Insurance and Risk Management	3
CIC3002	Corporate Ethics and Governance	3	CIC3009	Fixed Income Markets and Instruments	3
CIC3004	Financial Statement Analysis	3	CIC3014	Islamic Capital Market and Instruments	3
CIC3010	Corporate Valuation	3	CIC3020	Cases in Finance	4
CIC3013	Islamic Banking	3	CIC3007	Applied Portfolio Construction	4
CIX2003	Applied Financial Planning	3			
	Total credit registered	21		Total credit registered	20
YEAR 4					
Semester 1					
CODE	COURSE	CREDIT			
CIC3005	Industrial Training ³	10			
	Total credit registered	10			

Industrial Training in Year 3 (Semester 1)

YEAR 3					
Semester 1			Semester 2		
CODE	COURSE	CREDIT	CODE	COURSE	CREDIT
CIC3005	Industrial Training ³	10	GLTXXXX	English Language Course (2) ²	3
			CIC3019	Insurance and Risk Management	3
			CIC3009	Fixed Income Markets and Instruments	3
			CIC3014	Islamic Capital Market and Instruments	3
			CIC3020	Cases in Finance	4
			CIC3007	Applied Portfolio Construction	4
	Total credit registered	10		Total credit registered	20
YEAR 4					
Semester 1					
CODE	COURSE	CREDIT			
KELF	Elective course from other Faculties	3			
CIC3001	Risk Management and Financial Instruments	3			
CIC3002	Corporate Ethics and Governance	3			
CIC3004	Financial Statement Analysis	3			
CIC3010	Corporate Valuation	3			
CIC3013	Islamic Banking	3			

CIX2003	Applied Financial Planning	3			
	Total credit registered	21			

Note:

1. Please note that some courses are only offered once in an Academic Year. Therefore, you are strongly advised to follow this Recommended Course Schedule.
2. Students are required to take a minimum of 6 credits of English courses based on English Proficiency qualification (MUET/IELTS/TOEFL).
3. To be registered in Semester 5 (Year 3)/ Semester 7 (Year 4).

The list of courses offered is subject to change. Students are advised to refer to the individual course pro-forma for the details on courses.

ENGLISH LANGUAGE COURSES

UNIVERSITY COURSE (ENGLISH LANGUAGE) FACULTY OF LANGUAGES AND LINGUISTICS LIST OF COURSES TO BE COMPLETED BY ALL STUDENTS			
PATH 1	PATH 2	PATH 3	PATH 4
<ul style="list-style-type: none"> IELTS Band 4.0 TOEFL Paper – Based Test (437 – 473) TOEFL Computer – Based Test (123 – 150) TOEFL Internet – Based Test (41 – 52) PTE (Academic) – (10 – 28) <p style="text-align: center;">(3 Courses x 2 Credits)</p>	<ul style="list-style-type: none"> MUET BAND 3 IELTS Band 4.5 – 5.0 TOEFL Paper – Based Test (477 – 510) TOEFL Computer – Based Test (153 – 180) TOEFL Internet – Based Test (53 – 64) PTE (Academic) – (29 - 41) <p style="text-align: center;">(2 Courses x 3 Credits)</p>	<ul style="list-style-type: none"> MUET BAND 4 IELTS Band 5.5 – 6.0 TOEFL Paper – Based Test (513 – 547) TOEFL Computer – Based Test (183 – 210) TOEFL Internet – Based Test (65-78) PTE (Academic) – (42 – 57) FCE (B & C) GCE A Level (English) (Minimum C) IGCSE/GCSE (English) (A, B & C) <p style="text-align: center;">(2 Courses x 3 Credits)</p>	<ul style="list-style-type: none"> MUET BAND 5 & BAND 6 IELTS Band 6.5 – 9.0 TOEFL Paper – Based Test (550 – 677) TOEFL Computer – Based Test (213 – 300) TOEFL Internet – Based Test (79 – 120) PTE (Academic) (58 – 90) FCE (A) GCE A Level (English) (B & A) <p style="text-align: center;">(2 Courses x 3 Credits)</p>
<p><u>COMPULSORY</u></p> <ul style="list-style-type: none"> GLT1002 - Mastering English I GLT1003 - Mastering English II GLT1004 - Mastering English III 	<p><u>COMPULSORY</u></p> <ul style="list-style-type: none"> GLT1005 - Mastering English IV <p>** <u>CHOOSE ONE</u> :</p> <ul style="list-style-type: none"> GLT1006 - Mastering English V GLT1007 - Essential Writing Skills GLT1008 - Effective Communication 	<p><u>COMPULSORY</u></p> <ul style="list-style-type: none"> GLT1009 - Mastering English VI <p>** <u>CHOOSE ONE</u> :</p> <ul style="list-style-type: none"> GLT1011 - Technical Writing Skills in English GLT1012 - Presentation Skills in English 	<p><u>COMPULSORY*</u></p> <ul style="list-style-type: none"> GLT1014 – Advanced Communication Skills GLT1015 – Advanced Professional Writing <p>(Students can only register for one course per semester)</p>

*** These course have pre-requisites and students can only register for them after obtaining a PASS in the compulsory course as stipulated in the respective PATH..*

DESCRIPTION OF UNIVERSITY ENGLISH LANGUAGE COURSES

NO.	CODE & TITLE (NO. OF CREDITS)	SYNOPSIS	LEVEL OF REQUIRED PROFICIENCY
1	<p>GLT1002 : Mastering English I 2 Credits</p> <ul style="list-style-type: none"> Offered in Semester 1 & 2 	<p>This course is designed for students with basic proficiency in English. It focuses on basic speaking and reading skills, with an emphasis on accuracy in grammar and on vocabulary building. Students will learn structural accuracy and language appropriateness by being exposed to the language in a variety of contexts.</p>	<p>CEFR A1+</p> <ul style="list-style-type: none"> MUET BAND 2 IELTS Band 4.0 TOEFL Paper – Based Test (437 – 473) TOEFL Computer – Based Test (123 – 150) TOEFL Internet – Based Test (41 – 52) PTE (Academic) – (10 – 28)
2	<p>GLT1003: Mastering English II 2 Credits</p> <ul style="list-style-type: none"> Offered Only in Semester 2 Prerequisite: Students must pass GLT1002 (Mastering English I) with grade C 	<p>This course is designed for students with basic proficiency in English. Focus is on building speaking and reading competence with an emphasis on accuracy in grammar and on vocabulary building. Students will develop structural accuracy, reasonable oral fluency and language appropriateness by practising the language in a variety of contexts.</p>	<p>CEFR A2</p> <ul style="list-style-type: none"> Pass GLT1002 with grade C
3	<p>GLT1004: Mastering English III 2 Credits</p> <ul style="list-style-type: none"> Offered Only in Semester 1 Prerequisite: Students must pass GLT1003 (Mastering English II) with grade C 	<p>This course is designed for students with a developing pre-intermediate proficiency level in English. Together with the use of suitable vocabulary and accurate grammatical structures, the course focuses on further expanding students' comprehension of reading texts as well as their competency in writing and speaking skills.</p>	<p>CEFR Low B1</p> <ul style="list-style-type: none"> Pass GLT1003 with grade C

NO.	CODE & TITLE (NO. OF CREDITS)	SYNOPSIS	LEVEL OF REQUIRED PROFICIENCY
4.	<p>GLT1005: Mastering English IV 3 Credits</p> <ul style="list-style-type: none"> Offered in Semester 1 & 2 	<p>This course is designed to improve students' English Language proficiency in terms of grammatical accuracy and language skills at the pre-intermediate level. Students will be exposed to a variety of reading texts in order to improve their reading skills. Students will also be given ample speaking practice to develop their confidence in communicating and interacting with others in a multitude of situations. The course will also improve students' basic skills in writing sentences and paragraphs.</p>	<p>CEFR B1</p> <ul style="list-style-type: none"> MUET BAND 3 IELTS Band 4.5 – 5.0 TOEFL Paper – Based Test (477 – 510) TOEFL Computer – Based Test (153 – 180) TOEFL Internet – Based Test (53 – 64) PTE (Academic) – (29 - 41)
5.	<p>GLT1006: Mastering English V 3 Credits</p> <ul style="list-style-type: none"> Offered Only in Semester 2 Prerequisite: Students must pass GLT1005 (Mastering English IV) with grade C 	<p>This course is designed to improve students' English Language proficiency in terms of grammatical accuracy and language skills at the intermediate level. Students will be exposed to a variety of reading texts in order to improve their reading skills. Students will also be given ample speaking practice to develop their confidence in communicating and interacting with others in a multitude of situations. The course improves students' skills in writing paragraphs and essays.</p>	<p>CEFR B1+ / Low B2</p> <ul style="list-style-type: none"> Pass GLT1005 with grade C
6.	<p>GLT1007: Essential Writing Skills 3 Credits</p> <ul style="list-style-type: none"> Offered in Semester 1 & 2 Prerequisite: Students must pass GLT1005 (Mastering English IV) with grade C 	<p>This course introduces the process of paragraph development and the generation of ideas in order to write within a variety of rhetorical patterns. It focuses on accurate and organised structures in writing. The course helps students to understand the relationship between paragraphs in an essay.</p>	<p>CEFR B1+ / Low B2</p> <ul style="list-style-type: none"> Pass GLT1005 with grade C

DESCRIPTION OF UNIVERSITY COURSES

GLT1017: BASIC MALAY LANGUAGE	2 CREDITS
SYNOPSIS: This course emphasises mastering basic skills in Malay for international students enrolled in the undergraduate study programmes. The course includes four skills, which are pronunciation and speaking; listening, reading and writing in Malay for basic communication. Emphasis is given to oral and written exercises.	
Level of Required Proficiency: Not Applicable	

GIG1003: THE BASIC CULTURE OF ENTREPRENEURSHIP	2 CREDITS
SYNOPSIS: The course will attempt to inculcate the basic elements of entrepreneurship in the students. Initiatives are taken to open their minds and motivate the entrepreneurial spirit in this potential target group. The course encompasses theory and development of entrepreneurship, factors affecting entrepreneurship, entrepreneurship development in Malaysia, ethics of entrepreneurship, creativity and innovation in entrepreneurship and developing business plans. This course also incorporates a direct exposure to entrepreneurial mindset, skills and competencies.	
Level of Required Proficiency: Not Applicable	

GIG1004: INFORMATION LITERACY	2 CREDITS
SYNOPSIS: Students are taught skills which will be of use for their learning and research.	
Level of Required Proficiency: Not Applicable	

GIG1005: SOCIAL ENGAGEMENT	2 CREDITS
SYNOPSIS: This course exposes the students to social engagement and their role as volunteers. Students need to plan their social engagement programme and will be placed at a specific location based on their programme. Students are expected to write a report and make a presentation on their experience with the society.	
Level of Required Proficiency: Not Applicable	

GIG1012: PHILOSOPHY AND CURRENT ISSUES	2 CREDITS
SYNOPSIS: This course covers philosophical relations with the Philosophy of National Education and Rukunegara. The use of philosophy as a tool to purify the culture of thought in life through the arts and methods of thinking and human concepts. The main topics in philosophy are epistemology, metaphysics and ethics discussed in the context of current issues. Emphasis is given to philosophy as a basis for fostering inter-cultural dialogue and fostering one's values. At the end of this course students will be able to see the disciplines of science as one comprehensive body of knowledge and related to each other.	
Level of Required Proficiency: Not Applicable	

GIG1013: APPRECIATION OF ETHICS AND CIVILIZATIONS	2 CREDITS
SYNOPSIS: This course discusses ethical concepts from different civilization perspectives. It aims to identify the systems, developmental stages, progress and culture of a nation in strengthening social cohesion. In addition, discussions on contemporary issues in the economic, political, social, cultural and environmental aspects from an ethical and civil perspective can produce students who are morally and professionally sound. The application of appropriate High Impact Education Practices (HIEPs) is used in the delivery of this course. At the end of this course students will be able to relate ethics and civic-minded citizenship.	
Level of Required Proficiency: Not Applicable	

DESCRIPTION OF BACC COURSES

Faculty Core Courses

CIB1001 MANAGEMENT	3 Credits
Synopsis: In general, this course will cover the four major principles of management, i.e. planning, organizing, leading and controlling. These four principles make up the management process. Description of management process will be explained in terms of the changes in the environment, particularly the way globalization affect management. In this course, students will be also exposed to other important aspects of management such as ethics and social responsibility, making decisions, organization's culture, etc.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB2001 ORGANISATIONAL BEHAVIOUR	3 Credits
Synopsis: This course is an introductory to explore issues in organizational behaviour in the context of work environment in business organization. Students will be exposed to various theories in organizational behaviour. Among topics covered include group dynamic, negotiation, motivation, leadership and organizational politics.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination : 50%	
CIB3001 BUSINESS ETHICS	3 Credits
Synopsis: Students are taught on western ethical theories such as the Theory of Utilitarian Ethics, Kant, Integrated Social Contract and etc. In addition, the students are also exposed to the Islamic Ethical Theories which serve as a comparison. This is coupled with some management theories and strategies on how ethical decisions are made especially those related to the employees and consumers/customers. Students are also presented to the approaches of the theories' followers in justifying the organization culture within the business functions.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB3002 STRATEGIC MANAGEMENT	4 Credits
Synopsis: This is a capstone course, which integrates materials and knowledge acquired form prior courses conducted earlier in the program. This course emphasizes on the strategic management process to chart the future strategies of organizations. This course demonstrates how other areas of study, for instance: management, marketing, accounting, law, production/operations, research and development and information system can be integrated with the latest strategic management tools to achieve organizational success.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIX1001 PRINCIPLES OF MICROECONOMICS	3 Credits
Synopsis: This course will expose students to basic principles of economics such as limited resources and choice and how price theory, production theory and distribution theory was developed based on these basic principles. Discussion on price theory covers demand and supply models, elasticity, consumer behavior and the demand curve, firm behavior and the supply curve. Production and cost theory will cover theory of the firm within various market structures, while distribution theory will discuss factors of price determination such as labour and capital.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX1002 PRINCIPLES OF MACROECONOMICS **3 Credits****Synopsis:**

This course will expose students to macroeconomic issues and problems and concepts of basic measurements and calculation of a country's economic progress. Students will also be exposed to basic models of income determination for an open and closed economy, and theories explaining the relationship between government expenditure and taxes. The impact of government's fiscal and monetary policies on business activities namely production on capital and consumer goods are also disclosed to students.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX1003 BUSINESS STATISTICS **3 Credits****Synopsis:**

Topics that will be discussed include terminology and uses of statistics, presentation of descriptive data, concept of probability, discrete and continuous random variables, statistical inference mainly in sampling and hypothesis testing. Techniques such as t-test, chi-squared test, analysis of variance (ANOVA), linear regression and correlation will also be discussed.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX1004 QUANTITATIVE ANALYSIS FOR BUSINESS **3 Credits****Synopsis:**

This course aims to expose students to the importance of developing logical thinking especially in business-related problems. Topics include introduction to algebra, linear and non-linear functions, exponential functions, differentiation and integration and matrix algebra.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX1005 BUSINESS COMMUNICATION: A CRITICAL THINKING APPROACH **3 Credits****Synopsis:**

This course is based on the conviction that thinking is an ability that can be developed and improved through guidance and practice. It is designed to help develop fundamental thinking abilities such as clarifying, analysing and evaluating arguments; and developing attitudes of open-mindedness and curiosity. These are needed for success in academic courses, in solving problems and making informed decisions in life. The course integrates the development of both critical (evaluation) and creative (synthesis) thinking abilities within communication situations such as emphasizing empathy between speaker and the audience, interpersonal communication, the use of language and nonverbal messages.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

Programme Core Courses

CIA1002 FOUNDATIONS IN FINANCIAL ACCOUNTING AND REPORTING **3 Credits****Synopsis:**

This course discusses the development in IASB and MASB in a snapshot. The students are introduced to relevant IFRSs and MFRS. The rationale for conceptual framework and identification of elements and components of financial statements will also be discussed, which is consistent with the teaching pedagogy that is based on the conceptual framework. Other topics like accounting cycle and accounting for current assets (inventory, cash and debtors) and non-current assets (property, plant and equipment – PPE) and intangible asset, current liability, provisions and contingent liability, equity for the shareholders and retained earnings. In addition, one of the topics discussed includes a topic on financial statement analysis which incorporates financial ratios interpretation.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA1003 INTERMEDIATE FINANCIAL ACCOUNTING & REPORTING**3 Credits****Synopsis:**

This course reinforces basic accounting knowledge and further exposes students to more elements of financial statements. The course covers topics such as: revenue; property, plant and equipment; intangible assets; debt and equity financing; events after the reporting period; changes in accounting policies and estimates and correction of errors.

Course Pre-requisite(s) : Pass CIA1002 Foundations in Financial Accounting & Reporting

Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA1004 COST ACCOUNTING**3 Credits****Synopsis:**

This course introduces the basic concepts, terminologies, principles and methods of cost accounting at the operational level. Topics include the fundamental elements of costs, traditional cost accumulation techniques, cost planning and costing methods. The main emphasis is on estimating the cost of products produced and services rendered.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA2001 ADVANCED FINANCIAL ACCOUNTING AND REPORTING**3 Credits****Synopsis:**

This course provides continuity from the pre-requisite course by exposing students to a more advanced level of examining specific items in the financial statements. Overall, the course covers topics such as: leases, deferred tax, fair value measurement, investment property, advanced financial statement analysis and ethics.

Course Pre-requisite(s) : Pass CIA1003 Intermediate Financial Accounting & Reporting

Assessment Methods : Continuous Assessment: 40%, Final Examination : 60%

CIA2002 ACCOUNTING INFORMATION SYSTEMS**3 Credits****Synopsis:**

This course exposes students to the accounting information systems in organizations. It covers the accounting cycle, risk, and control elements in accounting information system. Students will be required to use an accounting system application package.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA2003 ACCOUNTING FOR DECISION MAKING AND CONTROL**3 Credits****Synopsis:**

This course focuses on the application of management accounting information and techniques for planning, control and decision making. Topics covered include budgeting, standard costing, pricing strategies and responsibility accounting. Transfer pricing issues and behavioral considerations conclude the course.

Course Pre-requisite(s) : Pass CIA1004 Cost Accounting

Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA2004 AUDITING PRINCIPLES**3 Credits****Synopsis:**

This course provides the foundation for auditing. It discusses the roles of external auditors, management, related professional bodies as well as regulators. This course introduces three concepts in auditing namely audit evidence, audit risk and materiality as well audit procedures for audit planning, internal control evaluation in auditing transaction cycles such as sales and collection, purchase and payment and inventory and cash.

Course Pre-requisite(s) : Pass CIA2002 Accounting Information System

Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA2005 INDIVIDUAL INCOME TAX	3 Credits
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Synopsis:
This course introduces the Malaysian taxation system and its principles. The course aims to provide exposure and familiarise students with all aspects of individual taxation, sole proprietorship and partnership business. Students also will be exposed to various tax administration matters related to Inland Revenue Board Malaysia (IRBM).

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA2006 BUSINESS AND CORPORATE TAXATION	3 Credits
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Synopsis:
This course covers all aspects of company taxation, investment incentives, withholding taxes, indirect taxes and real property gains tax. Topics covered include ascertainment of corporate taxation, basis periods after changes in accounting dates, industrial building allowances, agriculture allowances, withholding taxes, real property gains tax, indirect taxes, double taxation agreement and e-business. Investment incentives under the ITA 1967 and PIA 1986 are also discussed.

Course Pre-requisite(s) : Pass CIA2005 Individual Income Tax
Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA2007 COMMERCIAL LAW	3 Credits
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Synopsis:
This course is designed to give a general overview of commercial law in Malaysia. First, it will introduce the Malaysian legal system. This will include the sources of laws, separation of powers, administration of justice, application of English law, and the position of Shari'ah law. Secondly, this course will inculcate the basic understanding of the law of contracts as the governing principles in all commercial transactions. Among the topics discussed are elements of a contract, types of discharges and the remedies where there is a breach. Thirdly, this course will expose students to the relevant laws pertaining to commercial activities, namely, agency, sale of goods, hire purchase, insurance, negotiable instruments and banking.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment :40%, Final Examination: 60%

CIA2008 COMPANY LAW	3 Credits
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Synopsis:
The course will first discuss the concept of partnership and the rights and liabilities of partners. Then, it will examine the types and features of a company, the incorporation of a company, the company's constitution, the duties, liabilities and rights of a director, company secretary and member. This course will also cover the types of fundraising by a company, i.e. through the issuance of shares and debentures, and the importance of capital maintenance. The course will also include a discussion on the types of company meetings and resolutions. The final topic is on the liquidation of a company.

Course Pre-requisite(s) : Pass CIA2007 (Commercial Law) or CIB2002 (Business Law)
Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA3001 CORPORATE ACCOUNTING	3 Credits
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Synopsis:
This course covers in detail accounting for investments, business combinations including associate's companies and joint ventures, consolidated cash flow statements and foreign operations. Students will also be exposed to relevant ethical issues.

Course Pre-requisite(s) : Pass CIA2001 Advanced Financial Accounting and Reporting
Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%

CIA3002 ADVANCED ACCOUNTING INFORMATION SYSTEM **3 Credits****Synopsis:**

The course begins by demonstrating the advances in ICT such as Internet and how these advances affect the accountants and auditors. As such the course will first elaborate on the design and management of organization's data resources due to advances in technologies. Students will be exposed to the REA approach to database modelling, enterprise resource planning (ERP) and the underlying technologies and techniques of electronic commerce that modern accountants must be familiar with. Next the course examines the risks, control, audit objectives and test controls that may be performed to satisfy compliances and auditors responsibilities. The course ends by describing project management and discussing key elements and techniques of project management framework in information systems projects.

Course Pre-requisite(s) : None**Assessment Methods** : Continuous Assessment: 40%, Final Examination: 60%**CIA3003 ACCOUNTING THEORY AND PRACTICE** **3 Credits****Synopsis:**

This course covers in detail accounting for investments, business combinations including associate's companies and joint ventures, consolidated cash flow statements and segment reporting. Students will also be exposed to relevant ethical issues.

Course Pre-requisite(s) : Pass CIA3001 Corporate Accounting**Assessment Methods** : Continuous Assessment: 40%, Final Examination: 60%**CIA3004 SEMINAR IN MANAGEMENT ACCOUNTING** **3 Credits****Synopsis:**

The course discusses evolution of management accounting in details. Different techniques of strategic management accounting in traditional and contemporary business environment are analysed and evaluated. The topics covered include performance evaluation, management control, motivational, behavioural and ethical issues as well as recent developments in management accounting.

Course Pre-requisite(s) : Pass CIA2003 Accounting for Decision Making and Control**Assessment Methods** : Continuous Assessment: 40%, Final Examination : 60%**CIA3005 ADVANCED AUDITING** **3 Credits****Synopsis:**

This course intends to strengthen and enhance the students' understanding in auditing. Among the topics that will be discussed are code of ethics, auditors' liability, completing the audit process, computer assisted audit techniques, group audit and current issues facing the auditing profession. This course enables students to perform non-financial statement audits such as operational, compliance and internal audit.

Course Pre-requisite(s) : Pass CIA2004 Auditing Principles**Assessment Methods** : Continuous Assessment: 40%, Final Examination: 60%**CIA4001 INTERGRATED CASE STUDY** **3 Credits****Synopsis:**

This is a capstone Student Centred Learning (SCL) course for the Bachelor of Accountancy program, which integrates knowledge from financial accounting, management accounting, taxation, audit, finance, management and business-related knowledge, information technology and other social science courses. Experiential exercises are embedded in this course to support learners.

Course Pre-requisite(s) : CIA3001 Corporate Accounting**Assessment Methods** : Continuous Assessment: 40%, Final Examination: 60%

CIC2001 BASIC CORPORATE FINANCE	4 Credits
<p>Synopsis: This course enables the students to understand and deepen their knowledge of corporate finance theories. In addition, it will enable them to understand various advanced techniques related to risk and return, capital structure, dividend policy, long-term financing instruments such as bonds and equities, risk management and mergers and acquisitions.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%</p>	

CIC3017 FINANCIAL MARKET AND INSTITUTIONS	3 Credits
<p>Synopsis: This course discusses the various aspects of the financial system, including the structure and role of central banks and the importance of interest rate as well as the various financial regulatory measures to ensure the integrity and smooth running of the economy. The course also discusses in detail the role of financial markets and financial institutions as the main intermediaries between the demanders and suppliers of funds in ensuring liquidity in the financial system.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIX2001 FINANCIAL MANAGEMENT	3 Credits
<p>Synopsis: This course discusses the various financial tools employed to effectively manage a company's financial condition. Other topics discussed are financial statement and analysis, time value of money, bonds and stocks, capital budgeting and its techniques and short-term working capital management.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

Programme Elective Courses

CIA1001 INTRODUCTORY ACCOUNTING	3 Credits
<p>Synopsis: The course introduces and discusses the basis of accounting which includes the definition of accounting, accounting principles, accounting equation and financial statements, recording and information system of accounting and income and expenditure concept. It also covers accounting for merchandising business, inventory, financial assets, non-current assets, partnership and companies. Other aspects include analysis and interpretation of financial ratios. Relevant ethical issues will also be exposed.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIA3007 ACCOUNTING FOR ISLAMIC FINANCIAL TRANSACTIONS	3 Credits
<p>Synopsis: This course introduces Maqasid Syariah and its implications on Islamic commercial contracts, economic systems and conceptual framework of accounting for banks and Islamic financial institutions.</p>	
<p>Course Pre-requisite(s) : Pass all financial reporting related courses until Year 2, Semester 2 (CIA1002, CIA1003, CIA2001) Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%</p>	

CIA3008 INFORMATION TECHNOLOGY (IT) AUDITING	3 Credits
<p>Synopsis: This course enables students to understand and apply the basic concepts and processes of IT auditing. It discusses the importance of IT auditing knowledge in ensuring good corporate governance and risk management. This course also exposes the student to the development of sound control practices in IT environment.</p>	
<p>Course Pre-requisite(s) : CIA2004 Auditing Principles Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%</p>	

CIA3009 ADVANCED TAXATION	3 Credits
<p>Synopsis: This course covers Advanced Taxation topics in three main parts. The first part introduces the tax computation of various taxpayers. The second part discusses in depth on tax audit and investigation. Use of various methods in computing underreported income will also be included. The final parts discuss the emerging issues related to tax.</p>	
<p>Course Pre-requisite(s) : Pass CIA2006 Business and Corporate Taxation Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%</p>	

CIA3010 PUBLIC SECTOR ACCOUNTING	3 Credits
<p>Synopsis: This course is designed to expose students to the concepts and practices of accounting in public sector together with the underlying legal provisions, rules and procedures. The coverage of the course includes environment of public sector accounting and major issues relating to management accounting and control, budgeting, financial accounting and reporting, auditing and performance measurement. The course also highlights the importance of accountability as well as current developments in public sector accounting.</p>	
<p>Course Pre-requisite(s) : CIA2001 Advanced Financial Accounting and Reporting Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%</p>	

CIA3011 INTERNAL AUDITING	3 Credits
<p>Synopsis: This course discusses the basic theories, concepts, processes and applications of internal auditing. It emphasises the role of internal audit function in ensuring good corporate governance. Students will also be exposed to relevant ethical issues.</p>	
<p>Course Pre-requisite(s) : Pass CIA2004 Auditing Principles Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%</p>	

Faculty Elective Courses

CIX2002 SALES MANAGEMENT	3 Credits
<p>Synopsis: The goal of the Sales Management course is to examine the elements of an effective sales force as a key component of the organization's marketing effort. The course will extend student's understanding of marketing's scope and potential impact in achieving its overarching goals. Course objectives include understanding the sales perspective, the sales environment, the sales techniques which includes personal selling, and direct marketing, sales management and sales control. Students will learn to apply the discussion topics through an interactive project throughout the course.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIX2003 APPLIED FINANCIAL PLANNING **3 Credits****Synopsis:**

Throughout this course students will be exposed to the applications of personal financial planning including retirement, protection, tax and estate planning. The course covers in-depth financial analysis of reviewing an individual's life situation using ratios and personal financial statements. Students will also learn about the various financial tools applicable in an individual's life cycle.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX2004 BUSINESS APPLICATION DEVELOPMENT **3 Credits****Synopsis:**

This course will introduce students to the world of computer programming. It will also enhance the student's capabilities in using software such as Visual Basic and Scratch to develop business applications that are simple but useful.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX2005 ENTREPRENEURSHIP **3 Credits****Synopsis:**

In this course students are exposed to entrepreneurship principles, business plans and business research. Business process and development as well as personal ethics code are introduced to the students.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX3001 ISLAMIC MARKETING **3 Credits****Synopsis:**

This course presents an overview of Islamic marketing. Students will be able to appreciate the difference between conventional marketing and Islamic marketing. Students will acquire and develop knowledge of how the marketing mix is adapted in an Islamic marketing environment. The course covers four broad topics: Islamic marketing within the context of Islamic economy and Islamic business, Muslim consumer behaviour, the difference between conventional marketing and Islamic marketing, and the marketing mix (4Ps) within the context of Islamic marketing environment.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX3002 BANK MANAGEMENT **3 Credits****Synopsis:**

In this course, students will be exposed to the financial system in Malaysia. The course also covers most of the important topics on bank management including the roles and services offered by the financial institutions, asset-liability management techniques, detailed discussions on the processes, procedures, risks and implications of credit, risk management, capital and financial regulations.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX3003 SOCIAL AND ENVIRONMENTAL ACCOUNTABILITY **3 Credits****Synopsis:**

This course provides the knowledge on concepts that are related to accounting and accountability, social and environmental responsibility for organisations. It studies the development of social and environmental accounting and discusses various elements that are used to explain the performance in social and environmental dimension. The course also discusses various issues on social and environmental accounting, for example, the guidelines in reporting, governance and regulations, as well as auditing for social and environmental elements.

Course Pre-requisite(s) : Pass CIB3001 Business Ethics

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX3004 BUSINESS RESEARCH	3 Credits
<p>Synopsis: This course focuses on the analysis of business problems through the use of scientific research approach as a problem-solving tool. This course will assist students in identifying, discussing and formulating a research problem, in selecting and applying appropriate research approaches and methods of inquiry (quantitative or qualitative), and in presenting their results. Students will also be exposed to the use of statistical software in data analysis.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIX3005 TOURISM MANAGEMENT	3 Credits
<p>Synopsis: The course explains tourism history, development and related theories. It also identifies the various types of tourism products and services, tourism markets, and proposes the various aspects of tourism marketing and promotion. It evaluates tourism impacts in terms of economy, socio-culture and environment, and finally discusses the concept of sustainable tourism</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

Industrial Training

CIA3006 INDUSTRIAL TRAINING	12 Credits
<p>Synopsis: The purpose of this training is to provide students with an opportunity to experience the actual work environment by placing them in selected business organizations outside the university. In addition, the training would enable students to apply concepts and theories to the actual practices in areas related to business.</p>	
<p>Course Pre-requisite(s) : Pass CIA1004, CIA2005, CIA2001 and CIA2004. Students who have accumulated at least 60 credit hours and passed 4 courses.</p>	
<p>Assessment Methods : Employer's Assessment: 50% Internship Report: 45% Logbook: 5%</p>	

DESCRIPTION OF BBA COURSES

Faculty core

CIX1001 PRINCIPLES OF MICROECONOMICS	3 Credits
<p>Synopsis: This course will expose students to basic principles of economics such as limited resources and choice and how price theory, production theory and distribution theory was developed based on these basic principles. Discussion on price theory covers demand and supply models, elasticity, consumer behavior and the demand curve, firm behavior and the supply curve. Production and cost theory will cover theory of the firm within various market structures, while distribution theory will discuss factors of price determination such as labour and capital.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIX1002 PRINCIPLES OF MACROECONOMICS	3 Credits
<p>Synopsis: This course will expose students to macroeconomic issues and problems and concepts of basic measurements and calculation of a country's economic progress. Students will also be exposed to basic models of income determination for an open and closed economy, and theories explaining the relationship between government expenditure and taxes. The impact of government's fiscal and monetary policies on business activities namely production on capital and consumer goods are also disclosed to students.</p>	
<p>Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIX1003 BUSINESS STATISTICS	3 Credits
Synopsis: Topics that will be discussed include terminology and uses of statistics, presentation of descriptive data, concept of probability, discrete and continuous random variables, statistical inference mainly in sampling and hypothesis testing. Techniques such as t-test, chi-squared test, analysis of variance (ANOVA), linear regression and correlation will also be discussed.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX1004 QUANTITATIVE ANALYSIS FOR BUSINESS	3 Credits
Synopsis: This course aims to expose students to the importance of developing logical thinking especially in business-related problems. Topics include introduction to algebra, linear and non-linear functions, exponential functions, differentiation and integration and matrix algebra.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX1005 BUSINESS COMMUNICATION: A CRITICAL THINKING APPROACH	3 Credits
Synopsis: This course is based on the conviction that thinking is an ability that can be developed and improved through guidance and practice. It is designed to help develop fundamental thinking abilities such as clarifying, analysing and evaluating arguments; and developing attitudes of open-mindedness and curiosity. These are needed for success in academic courses, in solving problems and making informed decisions in life. The course integrates the development of both critical (evaluation) and creative (synthesis) thinking abilities within communication situations such as emphasizing empathy between speaker and the audience, interpersonal communication, the use of language and nonverbal messages.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

Core Courses

CIA1001 INTRODUCTORY ACCOUNTING	3 Credits
Synopsis: The course introduces and discusses the basis of accounting which includes the definition of accounting, accounting principles, accounting equation and financial statements, recording and information system of accounting and income and expenditure concept. It also covers accounting for merchandising business, inventory, financial assets, non-current assets, partnership and companies. Other aspects include analysis and interpretation of financial ratios. Relevant ethical issues will also be exposed.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIA2009 MANAGEMENT ACCOUNTING	3 Credits
Synopsis: This course is designed for non-accounting students to discuss the concepts and basic techniques in management accounting. This course discusses the use of accounting information that is relevant to assist in planning, controlling and decision making. The topics discussed in this course include the concepts and basic principles in management accounting: definition, classification and cost behaviour, cost-volume-profit analysis, preparation of budgets, basic costing techniques and relevant information for decision making.	
Course Pre-requisite(s) : Pass CIA1001 Introductory Accounting Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIB1001 MANAGEMENT	3 Credits
Synopsis: In general, this course will cover the four major principles of management, i.e. planning, organizing, leading and controlling. These four principles make up the management process. Description of management process will be explained in terms of the changes in the environment, particularly the way globalization affect management. In this course, students will be also exposed to other important aspects of management such as ethics and social responsibility, making decisions, organization's culture, etc.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB1002 HUMAN RESOURCE MANAGEMENT	3 Credits
Synopsis: This course introduces students to the concepts, principles, and functions involved in developing human resource systems. These systems include staffing, training and development, performance appraisal, compensation as well as benefits, and services.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB2001 ORGANISATIONAL BEHAVIOUR	3 Credits
Synopsis: This course is an introductory to explore issues in organizational behaviour in the context of work environment in business organization. Students will be exposed to various theories in organizational behaviour. Among topics covered include group dynamic, negotiation, motivation, leadership and organizational politics.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB2002 BUSINESS LAW	3 Credits
Synopsis: Throughout, this course, the students shall be able to apply, discuss, explain and identify the relevant provisions of the law relating to the Malaysian legal system, contracts, agency, partnership and the law of tort.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB3001 BUSINESS ETHICS	3 Credits
Synopsis: Issues in corporate governance and ethics are highly topical issues in today's world of business. Governance and ethical issues arise in almost every aspect of corporate life and it is the responsibility of managers to handle these issues. The objective of the course is to sensitise students to these governance and ethical issues in organisations and to provide them with techniques for analysing and resolving those issues. With growing public concern about the roles of owners and managers and issues concerning "stakeholder" participation, the course will discuss the importance of responsible corporate behaviour and good corporate governance.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB3002 STRATEGIC MANAGEMENT	3 Credits
Synopsis: This is a capstone course, which integrates materials and knowledge acquired form prior courses conducted earlier in the program. This course emphasizes on the strategic management process to chart the future strategies of organizations. This course demonstrates how other areas of study, for instance: management, marketing, accounting, law, production/operations, research and development and information system can be integrated with the latest strategic management tools to achieve organizational success.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIB3003 INTERNATIONAL BUSINESS MANAGEMENT	3 Credits
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Synopsis:
This course emphasizes the macro aspects of international business, particularly the external environmental factors. In addition, it explains the workings of the multinationals, using the functional approach in elaborating about how multinationals manage the marketing, human resource, production and other relevant functions. All these are within the framework of globalization and the information communications technology which have impacted international business in the last 50 years.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CID1001 MANAGEMENT INFORMATION SYSTEMS	3 Credits
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Synopsis:
The course focuses on the applications of information technology in business. The course will discuss how companies use information technology and information systems to coordinate activities, make decisions, and acquire knowledge to create business value. Supply chain management, customer relationship management, knowledge management and enterprise resource planning systems will also be discussed. Real world business issues and group projects to enhance student learning are also covered.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CID2001 OPERATIONS MANAGEMENT	3 Credits
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Synopsis:
This course aims to expose students to the main concepts used designing, controlling and improving operations management. This includes various aspects of operations functions comprising forecasting, facility capacity and layout, quality control, 'just-in-time', inventory management and productivity. This course further exposes students to methods that assists in decision making process within the scope of operations management. It also discusses various trends, issues and challenges in operations management.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIF1001 PRINCIPLES OF MARKETING	3 Credits
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Synopsis:
Students will learn amongst others: the basic concepts and theories in marketing, the marketing process, forces outside marketing that might influence marketing strategies, marketing research, consumer buyer behaviour, the 4 P's of marketing (including product, price, promotion, and place).

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIF2001 CONSUMER BEHAVIOUR	3 Credits
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Synopsis:
The course is divided into four main parts: Part I introduces the model of consumer behaviour in the context of marketing activities. Part II discusses the influence of external factors on the individual consumer. Part III concentrates on the internal factors. The related topics on Part III are perception, motivation, personality, emotion and attitudes. Consumers usually engage in a process when making a purchase, thus, Part IV expands on this process which is known as consumer decision making. The related topic in this part includes information search.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX2001 FINANCIAL MANAGEMENT	3 Credits
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Synopsis:
This course discusses the various financial tools employed to effectively manage a company's financial condition. Other topics discussed are financial statement and analysis, time value of money, bonds and stocks, capital budgeting and its techniques and short-term working capital management.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

Elective Courses

CIA2008 COMPANY LAW	3 Credits
Synopsis: The course will first discuss the concept of partnership and the rights and liabilities of partners. Then, it will examine the types and features of a company, the incorporation of a company, the company's constitution, the duties, liabilities and rights of a director, company secretary and member. This course will also cover the types of fundraising by a company, i.e. through the issuance of shares and debentures, and the importance of capital maintenance. The course will also include a discussion on the types of company meetings and resolutions. The final topic is on the liquidation of a company.	
Course Pre-requisite(s) : Pass CIA2007 (Commercial Law) or CIB2002 (Business Law) Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%	
CIB3005 LEADERSHIP	3 Credits
Synopsis: In this course, the students are exposed to leadership theories, self-management leadership, differences between leaders and managers. In addition, research perspectives on leadership, the personal side of leadership and leader as a social architect are also included in the course.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB3006 SERVICE MANAGEMENT	3 Credits
Synopsis: This course teaches students the concepts and situations related to services, and evaluates the customer's logic including marketing, promotions, price and the management of service quality. Human resource issues are discussed in relation to roles, efficiency, cooperation and stress. Students will be enlightened about operations management in service organizations.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB3007 ISLAMIC PERSPECTIVES ON BUSINESS	3 Credits
Synopsis: This course discusses the Islamic perspectives with respect to conducting business activities upon the teaching of the Quran and Sunnah. In an Islamic framework, the creation and distribution of wealth become instrumental in promoting individual and social well-being, enabling economics and businesses to open up pathways to development, social justice and human welfare.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIE3001 INDUSTRIAL RELATIONS	3 Credits
Synopsis: In this course, the students will have better understanding of employer-employee relationship, purpose of trade union, who are eligible for trade union. Among that, issue like collective agreement, industrial dispute strike and lock-out will be discussed.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIF2002 RETAILING	3 Credits
Synopsis: Students are introduced to two parts of retailing concepts and practices. Part one includes the concept and terms in retailing, store-based retailing, electronic and non-store retailing, retail customer buying behaviour, retail market strategy and financial strategy. The second part consists of retail location, site selection, organization structure, human resource management, information systems and supply chain management, planning merchandise assortments, buying systems, pricing, retail communication mix, managing store and customer service.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIF2003 ELECTRONIC MARKETING	3 Credits
Synopsis: This course covers several main aspects in electronic marketing (e-marketing). The first part explains the foundations of online marketing while the second part expands further on e-marketing and planning strategies. This part covers the comparison of traditional electronic tool with e-marketing tools where appropriate examples are provided for online execution. The final part integrates e-marketing in the context of marketing strategy specifically, investigating how (Product, Price, Promotion, Distribution and Customer Relationship Management) can create value for consumers and businesses.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIF3001 GLOBAL MARKETING	3 Credits
Synopsis: This course offers a comprehensive analysis of the environmental forces that influence the global marketing function. Students will acquire and develop knowledge of how the marketing mix is adapted to identify or recognize and satisfy the needs of global and/or regional customer segments. The course covers four broad topics: global marketing concept and issues, global environmental analysis, global marketing research and strategic analysis, approaches of international market entry by firms, and design and management of a global marketing mix.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIF3002 HOSPITALITY MANAGEMENT	3 Credits
Synopsis: This course provides an overview of the hospitality industry in terms of what constitutes the industry and the functional departments involved in the management of hospitality organisations. It deals with the major components that serve as the backbone of the industry which includes tourism, lodging/accommodation, restaurants as well as non-commercial food services. The sub-components of hospitality industry will also be presented such as clubs, theme parks and entertainment and catering and event management. The traditional functions of management and how they can be applied in hospitality management situations are discussed. Students will be exposed to trends/current issues in the industry and analyse situations related to hospitality.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIF3003 INTEGRATED MARKETING COMMUNICATIONS	3 Credits
Synopsis: This course introduces students to the concept and practices of integrated marketing communications, analysis of the situations that are relevant to integrated marketing programmes and the communication process. In addition, students will be exposed to the different types of marketing communication tools. Monitoring, evaluation and control sum up the whole course.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIF3004 SERVICES MARKETING	3 Credits
Synopsis: The course is divided into three major sections. The first section covers the characteristics of services marketing the importance of understanding customer behaviour in service encounters. The second section is on the service model. This is done by differentiating the core and supplementary elements of service concepts and applying the marketing mix of services marketing to the model. This section relates to managing service processes, demand and productivity. The last section of the course is on issues that are critical to the survival of organisations, such as, customer relationship and loyalty, service recovery, service quality, change management and leadership in service.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIA1002 FOUNDATIONS IN FINANCIAL ACCOUNTING AND REPORTING	3 Credits
Synopsis: This course discusses the development in IASB and MASB in a snapshot. The students are introduced to relevant IFRSs and MFRS. The rationale for conceptual framework and identification of elements and components of financial statements will also be discussed, which is consistent with the teaching pedagogy that is based on the conceptual framework. Other topics like accounting cycle and accounting for current assets (inventory, cash and debtors) and non-current assets (property, plant and equipment – PPE) and intangible asset, current liability, provisions and contingent liability, equity for the shareholders and retained earnings. In addition, one of the topics discussed includes a topic on financial statement analysis which incorporates financial ratios interpretation.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%	

CIA2010 BASICS OF TAXATION MALAYSIA	3 Credits
Synopsis: This course is an introduction to taxation. This course covers the basic principles of taxation of income, computation of personal income tax, rights and responsibility of taxpayers and basic principle of indirect tax.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC2003 ISLAMIC FINANCIAL SYSTEM	3 Credits
Synopsis: Throughout the course the students will be exposed to the concept's and principles of Shariah and their implication to business and financial transaction. The focus shall be made on the forms of contracts used in developing the instruments and products in the banking and non-banking sector and the financial markets as well as the governing laws that regulate their implementation. It will enable the students to gain insights into the Islamic finance industry in Malaysia and other countries especially in their legal frameworks, financial structures and instruments.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC2004 INVESTMENT MANAGEMENT	3 Credits
Synopsis: In this course, students are exposed to various topics related to portfolio investment. This includes portfolio management techniques, security valuation and asset pricing models such as CAPM and APT.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC2005 ECONOMETRICS	3 Credits
Synopsis: Throughout this course students will be exposed to the application of statistical and mathematical methods in the field of economics and business to describe the numerical relationships between key economic and financial variables. In addition, this course provides the students with a good understanding of econometric models for discrete and limited dependent variables, and models for panel and time series data. These models are widely used in the empirical literature, and a good understanding of these models is crucial.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC2006 GLOBAL FINANCE	3 Credits
Synopsis: Throughout this course students will be exposed to system and international financial markets. The focus is on foreign exchange market, the determination of exchange rates as well the principles in managing foreign exchange exposures. Financial issues faced by multinational companies will also be discussed such as methods of financing and management of international portfolio.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC2007 MONEY AND BANKING	3 Credits
Synopsis: This course will introduce students to the theory of money, the demand for money, the theory of money supply, monetary policy and inflation, aggregate demand and supply, the interest rate term structure and analysis of financial institutions and its impact on the price level and aggregate output in the economy.	
Course Pre-requisite(s) : None	
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

TREASURY MANAGEMENT	3 Credits
Synopsis: Among the topics that will be discussed in this course are the development of the treasury management profession, the organizational aspects of treasury and the main functional areas of treasury (foreign exchange and interest rate risk management). A significant emphasis will be placed on techniques employed in the solution of practical problems together with the theories.	
Course Pre-requisite(s) : None	
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC3018 DERIVATIVES MARKET	3 Credits
Synopsis: This course aims to expose students to the various types of derivatives instruments traded in the local and international markets. It will enable students to understand the basic techniques of valuing the various types of derivative securities including forwards and futures, options and swaps, its usage in the capital markets and in financial risk management.	
Course Pre-requisite(s) : None	
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC3019 INSURANCE AND RISK MANAGEMENT	3 Credits
Synopsis: Through this course, students will be exposed to the principles of risk management and insurance. Students will be able to identify the risks that individuals and businesses face and apply appropriate insurance programmes for the managing these risks. In addition, this course will cover the insurance industry in Malaysia and the role of Bank Negara Malaysia as the regulator.	
Course Pre-requisite(s) : None	
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CID2002 E-COMMERCE	3 Credits
Synopsis: This course provides a thorough explanation of what E-Commerce is, how it is conducted and managed, and how to assess its opportunities, limitations, issues, and risks – all from a managerial perspective. Students will also be expected to develop an E-Commerce business proposal.	
Course Pre-requisite(s) : None	
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CID2003 BUSINESS DATA COMMUNICATION	3 Credits
Synopsis: This course will introduce students to computer networking technology. The students will learn various networking technology and techniques. The knowledge will be applied in a real-world business situation to assess how computer networks contributes to IT infrastructure and assists the firm to achieve its objectives.	
Course Pre-requisite(s) : None	
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CID3001 SUPPLY CHAIN MANAGEMENT	3 Credits
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Synopsis:
This course aims to provide an introductory understanding of supply chain management. The objective is to provide students a managerial knowledge of basic concepts and principles including key supply chain activities, buyer-supplier relationships and supply chain integration. The course also discusses how information technology can improve the competitive position of the entire supply chain.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CID3002 STRATEGIC INFORMATION SYSTEMS	3 Credits
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Synopsis:
This course focuses on concepts and theories of Strategic Information Systems (SIS) and issues related to it. Approaches in SIS planning are also discussed, taking into consideration the strategic aspects and possibilities.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

Faculty Elective Courses

CIX3005 TOURISM MANAGEMENT	3 Credits
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Synopsis:
The course explains tourism history, development and related theories. It also identifies the various types of tourism products and services, tourism markets, and proposes the various aspects of tourism marketing and promotion. It evaluates tourism impacts in terms of economy, socio-culture and environment, and finally discusses the concept of sustainable tourism

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX2002 SALES MANAGEMENT	3 Credits
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Synopsis:
The goal of the Sales Management course is to examine the elements of an effective sales force as a key component of the organization's marketing effort. The course will extend student's understanding of marketing's scope and potential impact in achieving its overarching goals. Course objectives include understanding the sales perspective, the sales environment, the sales techniques which includes personal selling, and direct marketing, sales management and sales control. Students will learn to apply the discussion topics through an interactive project throughout the course.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX3001 ISLAMIC MARKETING	3 Credits
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Synopsis:
This course presents an overview of Islamic marketing. Students will be able to appreciate the difference between conventional marketing and Islamic marketing. Students will acquire and develop knowledge of how the marketing mix is adapted in an Islamic marketing environment. The course covers four broad topics: Islamic marketing within the context of Islamic economy and Islamic business, Muslim consumer behaviour, the difference between conventional marketing and Islamic marketing, and the marketing mix (4Ps) within the context of Islamic marketing environment.

Course Pre-requisite(s) : Non
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX3003 SOCIAL AND ENVIRONMENTAL ACCOUNTABILITY	3 Credits
Synopsis: This course provides the knowledge on concepts that are related to accounting and accountability, social and environmental responsibility for organisations. It studies the development of social and environmental accounting and discusses various elements that are used to explain the performance in social and environmental dimension. The course also discusses various issues on social and environmental accounting, for example, the guidelines in reporting, governance and regulations, as well as auditing for social and environmental elements.	
Course Pre-requisite(s) : Pass CIB3001 Business Ethics Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX2003 APPLIED FINANCIAL PLANNING	3 Credits
Synopsis: Throughout this course students will be exposed to the applications of personal financial planning including retirement, protection, tax and estate planning. The course covers in-depth financial analysis of reviewing an individual's life situation using ratios and personal financial statements. Students will also learn about the various financial tools applicable in an individual's life cycle.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX3002 BANK MANAGEMENT	3 Credits
Synopsis: In this course, students will be exposed to the financial system in Malaysia. The course also covers most of the important topics on bank management including the roles and services offered by the financial institutions, asset-liability management techniques, detailed discussions on the processes, procedures, risks and implications of credit, risk management, capital and financial regulations.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX2004 BUSINESS APPLICATION DEVELOPMENT	3 Credits
Synopsis: This course will introduce students to the world of computer programming. It will also enhance the student's capabilities in using software such as Visual Basic and Scratch to develop business applications that are simple but useful.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX3004 BUSINESS RESEARCH	3 Credits
Synopsis: This course focuses on the analysis of business problems through the use of scientific research approach as a problem-solving tool. This course will assist students in identifying, discussing and formulating a research problem, in selecting and applying appropriate research approaches and methods of inquiry (quantitative or qualitative), and in presenting their results. Students will also be exposed to the use of statistical software in data analysis.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

Industrial Training

CIB3004 INDUSTRIAL TRAINING	10 Credits
Synopsis: The purpose of this training is to provide students with an opportunity to experience the actual work environment by placing them in business organisations. In addition, the training would enable students to apply concepts and theories to the actual practices in areas related to business.	
Course Pre-requisite(s) : Students who have accumulated at least 50 credit hours Assessment Methods : Employer's Assessment: 50% Internship Report: 45% Logbook: 5%	

DESCRIPTION OF BFIN COURSES

Faculty Core Courses

CIA1001 INTRODUCTORY ACCOUNTING	3 Credits
Synopsis: The course introduces and discusses the basis of accounting which includes the definition of accounting, accounting principles, accounting equation and financial statements, recording and information system of accounting and income and expenditure concept. It also covers accounting for merchandising business, inventory, financial assets, non-current assets, partnership and companies. Other aspects include analysis and interpretation of financial ratios. Relevant ethical issues will also be exposed.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIB1001 MANAGEMENT	3 Credits
Synopsis: In general, this course will cover the four major principles of management, i.e. planning, organizing, leading and controlling. These four principles make up the management process. Description of management process will be explained in terms of the changes in the environment, particularly the way globalization affect management. In this course, students will be also exposed to other important aspects of management such as ethics and social responsibility, making decisions, and organization's culture.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CID1001 MANAGEMENT INFORMATION SYSTEMS	3 Credits
Synopsis: The course focuses on the applications of information technology in business. The course will discuss how companies use information technology and information systems to coordinate activities, make decisions, and acquire knowledge to create business value. Supply chain management, customer relationship management, knowledge management and enterprise resource planning systems will also be discussed. Real world business issues and group projects to enhance student learning are also covered.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIX 1001 PRINCIPLES OF MICROECONOMICS	3 Credits
Synopsis: This course will expose students to basic principles of economics such as limited resources and choice and how price theory, production theory and distribution theory was developed based on these basic principles. Discussion on price theory covers demand and supply models, elasticity, consumer behaviour and the demand curve, firm behaviour and the supply curve. Production and cost theory will cover theory of the firm within various market structures, while distribution theory will discuss factors of price determination such as labour and capital.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	
CIX 1002 PRINCIPLES OF MACROECONOMICS	3 Credits
Synopsis: This course will expose students to macroeconomic issues and problems and concepts of basic measurements and calculation of a country's economic progress. Students will also be exposed to basic models of income determination for an open and closed economy, and theories explaining the relationship between government expenditure and taxes. The impact of government's fiscal and monetary policies on	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIX1003 BUSINESS STATISTICS	3 Credits
Synopsis: Topics that will be discussed include terminology and uses of statistics, presentation of descriptive data, concept of probability, discrete and continuous random variables, statistical inference mainly in sampling and hypothesis testing. Techniques such as t-test, chi-squared test, analysis of variance (ANOVA), linear regression and correlation will also be discussed.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

Programme Core Courses

CIA2007 COMMERCIAL LAW	3 Credits
Synopsis: This course is designed to give a general overview of commercial law in Malaysia. First, it will introduce the Malaysian legal system. This will include the sources of laws, separation of powers, administration of justice, application of English law, and the position of Shari'ah law. Secondly, this course will inculcate the basic understanding of the law of contracts as the governing principles in all commercial transactions. Among the topics discussed are elements of a contract, types of discharges and the remedies where there is a breach. Thirdly, this course will expose students to the relevant laws pertaining to commercial activities, namely, agency, sale of goods, hire purchase, insurance, negotiable instruments and banking.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 40%, Final Examination: 60%	

CIC2001 BASIC CORPORATE FINANCE	4 Credits
Synopsis: This course enables the students to understand and deepen their knowledge of corporate finance theories. In addition, it will enable them to understand various advanced techniques related to risk and return, capital structure, dividend policy, long-term financing instruments such as bonds and equities, risk management and mergers and acquisitions.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC 2002 FUNDAMENTALS OF SYARIAH FOR ISLAMIC FINANCE	3 Credits
Synopsis: This course is an introductory course that exposes students to the basic knowledge of Shariah related to Islamic finance. This includes an introduction to Islam and how it shapes the economic system and Islamic finance. The students are also exposed to the basics of Islamic law (Shariah), which includes the sources, the methodology of formation, syariat objective with legal purposes and principles relevant to Islamic transactions (Muamalat). This course provides comprehensive coverage of Islamic commercial contracts adopted by current Islamic financial institutions and markets in structuring and operating their Islamic financial instruments.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC 2003 ISLAMIC FINANCIAL SYSTEM	3 Credits
Synopsis: Throughout the course the students will be exposed to the concepts and principles of Shariah and their implication to business and financial transaction. The focus shall be made on the forms of contracts used in developing the instruments and products in the banking and non-banking sector and the financial markets as well as the governing laws that regulate their implementation. It will enable the students to gain insights into the Islamic finance industry in Malaysia and other countries especially in their legal frameworks, financial structures and instruments.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC 2004 INVESTMENT MANAGEMENT 3 Credits

Synopsis:
In this course, students are exposed to various topics related to portfolio investment. This includes portfolio management techniques, security valuation and asset pricing models such as CAPM and APT.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 2005 ECONOMETRICS 3 Credits

Synopsis:
Throughout this course students will be exposed to the application of statistical and mathematical methods in the field of economics and business to describe the numerical relationships between key economic and financial variables. In addition, this course provides the students with a good understanding of econometric models for discrete and limited dependent variables, and models for panel and time series data. These models are widely used in the empirical literature, and a good understanding of these models is crucial.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 2006 GLOBAL FINANCE 3 Credits

Synopsis:
Throughout this course students will be exposed to system and international financial markets. The focus is on foreign exchange market, the determination of exchange rates as well the principles in managing foreign exchange exposures. Financial issues faced by multinational companies will also be discussed such as methods of financing and management of international portfolio.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 2007 MONEY AND BANKING 3 Credits

Synopsis:
This course will introduce students to the theory of money, the demand for money, the theory of money supply, monetary policy and inflation, aggregate demand and supply, the interest rate term structure and analysis of financial institutions and its impact on the price level and aggregate output in the economy.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 2008 FINANCIAL SERVICES MARKETING 3 Credits

Synopsis:
This course will introduce students to the marketing of financial services which includes the financial institutions such as investment banks, consumer banks and corporate financial services. The course covers the marketing strategy, value creation and positioning for financial services in the modern financial organisation. The development of a sustainable marketing strategy will also be discussed in this course.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 3001 RISK MANAGEMENT AND FINANCIAL INSTRUMENT 3 Credits

Synopsis:
This course equips students on key Financial Risk Management matters through three areas. First, it provides an overview of Risk fundamentals. Second, it examines the key principles and practices of three main Risk categories, i.e. Credit, Market and Operational Risks. Third, it analyses the interrelatedness of these main Risk categories and practical challenges in implementing a holistic Risk Management system.

Course Pre-requisite(s) : None
Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 3002 CORPORATE ETHICS AND GOVERNANCE	3 Credits
Synopsis: In this course students will be encouraged to think critically in examining the impacts of unethical practices of finance and accounting professionals to the business and its various stakeholder groups including the natural environment. Students will also be exposed to the importance and functions of corporate governance to ensure that organisational resources are managed and controlled effectively.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC 3004 FINANCIAL STATEMENT ANALYSIS	3 Credits
Synopsis: In this course, students will learn the fundamentals of analysing financial statements, as viewed by business, equity and credit analysts. Students will understand the financial reporting process and the inherent limitations arising from judgements and permissible subjective assumptions. The judgmental elements are expounded in some main assets and liability items. Students will learn how these differences should be considered and handled for meaningfully comparative financial analysis by focusing on the underlying substance over reporting form. Students will also be exposed to popular financial analysis techniques and signs of poor financial reporting quality.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC 3020 CASES IN FINANCE	4 Credits
Synopsis: This course aims to provide students with the professional skills and knowledge they need for careers in the finance and banking industry. Various current issues related to corporate finance, banking and financial services, financial market and Islamic finance will be discussed in this course. As a capstone course for finance degree, this course emphasized on the ability to integrate the principles, concepts, and theories to solve the finance and banking issues in an ethical way. This course will enable students to assimilate knowledge in finance and banking through case studies.	
Course Pre-requisite(s) : None Assessment Methods : 50% Continuous Assessment, 50% Final Exam	

CIX 2001 FINANCIAL MANAGEMENT	3 Credits
Synopsis : This course discusses the various financial tools employed to effectively manage a company's financial condition. Other topics discussed are financial statement and analysis, time value of money, bonds and stocks, capital budgeting and its techniques and short-term working capital management.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

Programme Elective Courses

CIB2003 LEGAL ASPECTS OF BANKING	3 Credits
Synopsis: This course will cover the history and development of the banking system in Malaysia and the role of the Bank Negara Malaysia, the relationship between banker and customer, the types of account holder, negotiable instruments and cheques. This course will also discuss the principles and products of Islamic banking, banker's securities and letters of credit. Last but not least, there will be discussion on the recent legal developments relating to the banking industry.	
Course Pre-requisite(s) : None Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%	

CIC 2009 TREASURY MANAGEMENT 3 Credits**Synopsis:**

Among the topics that will be discussed in this course are the development of the treasury management profession, the organizational aspects of treasury and the main functional areas of treasury (foreign exchange and interest rate risk management). A significant emphasis will be placed on techniques employed in the solution of practical problems together with the theories.

Course Pre-requisite(s) : None**Assessment Methods** : Continuous Assessment: 50%, Final Examination: 50%**CIC 3006 ADVANCED CORPORATE FINANCE** 4 Credits**Synopsis:**

Throughout this course students will be covering and in-depth analysis of the traditional areas of corporate financial management such as capital budgeting, dividend policy and capital structure, and corporate restructuring. The emphasis is on the development of the analytical tools and their applications, designed to assist a financial manager in his/her decision-making and policy formulation.

Course Pre-requisite(s) : Pass CIC2001 Basic Corporate Finance**Assessment Methods** : Continuous Assessment: 50%, Final Examination: 50%**CIC 3007 APPLIED PORTFOLIO CONSTRUCTION** 4 Credits**Synopsis:**

Throughout this course students will be exposed to various strategies in managing portfolios and techniques evaluating the financial instruments. The focus is on many types of strategic asset allocations while maintaining the constructed portfolio optimisation. The course relates the application of modern portfolio theory to financial instruments investment processes. The course further makes a comparison between the traditional active management portfolio and the hedge funds portfolio. The implication of behavioural finance in constructing a portfolio will also be discussed in this subject.

Course Pre-requisite(s) : Pass CIX2001 Financial Management**Assessment Methods** : Continuous Assessment: 50%, Final Examination: 50%**CIC 3008 ADVANCED DERIVATIVES MARKET** 4 Credits**Synopsis:**

This course focuses in depth the concepts that have been covered in basic derivative class. In this course, we emphasis on valuation and hedging and provides a more in-depth view of more advance derivative instruments. The course reviews advanced topics in derivatives pricing estimation process such as volatility, Greek letter, correlation, credit risk and value add risk etc. It will enable the students to comprehend more advance derivative instruments such as exotic options, real options, credit derivative, and energy and commodity derivatives as the risk management tools.

Course Pre-requisite(s) : Pass CIC3001 Risk Management and Financial Instruments**Assessment Methods** : Continuous Assessment: 50%, Final Examination: 50%**CIC 3009 FIXED INCOME MARKETS AND INSTRUMENTS** 3 Credits**Synopsis:**

In this course, students are introduced to the debt market as a component of global financial markets. The opportunities for returns from investing in debt securities together with the inherent risks are studied. In particular, factors affecting bond prices, volatility and the various risk types (e.g. interest rate risk, reinvestment risk) will be explored and quantified, as part of the bond valuation process.

Course Pre-requisite(s) : Pass CIX2001 Financial Management**Assessment Methods** : Continuous Assessment: 50%, Final Examination: 50%

CIC 3010 CORPORATE VALUATION	3 Credits
<p>Synopsis: This course is designed to cover the valuation and investment strategies applied by firms. This course comprises various classes of corporate valuation such as stock, other equities instruments, mutual funds, pension's funds etc. Additionally, the students are able to review professional strategies via forecasting valuation techniques. The course further highlights the ethical issues in developing and using information that may effects the stock prices.</p>	
<p>Course Pre-requisite(s) : Pass CIC2001 Basic Corporate Finance Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIC 3011 TIME SERIES ANALYSIS	4 Credits
<p>Synopsis: This course exposes students to the study of time series data. It focuses on the use of statistical models (such as classical decomposition, exponential smoothing, least squares, ARIMA) for forecasting. Students learn to assess and select an appropriate model from among different possible models for a given set of data. The use of statistical software to analyse data ensures that the students learn the nuances of modelling correlated error structures.</p>	
<p>Course Pre-requisite(s) : Pass CIC2005 Econometrics Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIC 3012 FINANCIAL ECONOMETRICS	4 Credits
<p>Synopsis: Throughout this course students will be exposed to the application of statistical and mathematical methods in the field of economics, finance and business to describe the numerical relationships between key economic and financial variables. In addition, students will obtain the integrated knowledge of both theoretical and empirical time series issues. Moreover, they should be able to apply these techniques to do research.</p>	
<p>Course Pre-requisite(s) : Pass CIC2005 Econometrics Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIC 3013 ISLAMIC BANKING	3 Credits
<p>Synopsis: The course equips the student with a comprehensive understanding of the development and operation of the Islamic banking system. Students will be exposed to the operations of Islamic banking in Malaysia and other countries. The focus shall be made on the forms of Islamic commercial contracts used in developing the instruments and products in the Islamic banking industry, the laws and regulations governing their operations and current issues surrounding them.</p>	
<p>Course Pre-requisite(s) : Pass CIC 2002 Fundamentals of Shariah for Islamic Finance Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIC 3014 ISLAMIC CAPITAL MARKET AND INSTRUMENTS	3 Credits
<p>Synopsis: The course equips the students with a comprehensive understanding of the development and operation of the Islamic capital market. The students will be exposed to Shariah principles that distinguish the Islamic capital market as well as the regulations and governance frameworks that make possible its recognition as an established financial market. The emphasis shall be made on the understanding and analysis of the securitization of various types of sukuk, the determination of Shariah counters and the introduction of other Islamic capital market products like I-REITs, I-ETFs and Islamic derivatives.</p>	
<p>Course Pre-requisite(s) : Pass CIC 2002 Fundamentals of Shariah for Islamic Finance Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%</p>	

CIC 3015 ISLAMIC WEALTH MANAGEMENT 3 Credits**Synopsis:**

The course equips the students with a comprehensive understanding of the development and operation of the Islamic capital market. The students will be exposed to Shariah principles that distinguish the Islamic capital market products. The emphasis shall be made on the understanding and analysis of the securitization of various types of sukuk, the determination of Shariah counters and the introduction of other Islamic capital market products like I-REITs, I-ETFs and Islamic derivatives.

Course Pre-requisite(s) : Pass CIC 2002 Fundamentals of Shariah for Islamic Finance

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 3016 TAKAFUL 3 Credits**Synopsis:**

Throughout the course the students will be exposed to the important aspects of takaful covering the Shariah principles that are applied in its management, its operational practices, regulatory requirements and product knowledge on the various lines of takaful business such as general takaful, family takaful, investment linked takaful and medical and health takaful.

Course Pre-requisite(s) : Pass CIC 2002 Fundamentals of Shariah for Islamic Finance

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC 3018 Derivatives Market 3 Credits**Synopsis:**

This course aims to expose students to the various types of derivatives instruments traded in the local and international markets. It will enable students to understand the basic techniques of valuing the various types of derivative securities including forwards and futures, options and swaps, its usage in the capital markets and in financial risk management.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIC3019 INSURANCE AND RISK MANAGEMENT 3 Credits**Synopsis:**

Through this course, students will be exposed to the principles of risk management and insurance. Students will be able to identify the risks that individuals and businesses face and apply appropriate insurance programmes for the managing these risks. In addition, this course will cover the insurance industry in Malaysia and the role of Bank Negara Malaysia as the regulator.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX 2003 APPLIED FINANCIAL PLANNING 3 Credits**Synopsis:**

Throughout this course students will be exposed to the applications of personal financial planning including retirement, protection, tax and estate planning. The course covers in-depth financial analysis of reviewing an individual's life situation using ratios and personal financial statements. Students will also learn about the various financial tools applicable in an individual's life cycle.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

CIX 3002 BANK MANAGEMENT 3 Credits**Synopsis:**

In this course, students will be exposed to the financial system in Malaysia. The course also covers most of the important topics on bank management including the roles and services offered by the financial institutions, asset-liability management techniques, detailed discussions on the processes, procedures, risks and implications of credit, risk management, capital and financial regulations.

Course Pre-requisite(s) : None

Assessment Methods : Continuous Assessment: 50%, Final Examination: 50%

IIE3012 ISLAMIC ACCOUNTING

3 Credits

Synopsis:

The course will discuss the philosophical aspects of Islamic accounting, Islamic accounting information disclosure, Islamic reporting system, auditing in Islam and Islamic accounting standard.

Course Pre-requisite(s) : None**Assessment Methods** : Continuous Assessment: 40%, Final Examination: 60%

Industrial Training

CIC 3005 INDUSTRIAL TRAINING

10 Credits

Synopsis:

The objective of industrial training is to give opportunity to students to gain experience from real work by placing them in real business organization especially in finance sector. Students also may apply concepts and theories learnt in university into working environment.

Course Pre-requisite(s) : 1. Completed study in intermediate level of Bachelor of Finance program.
2. Attended preparatory course for Industrial Training.**Assessment Methods** : Employer's Assessment: 50%
Internship Report: 45%
Logbook: 5%

FEEDBACK CHANNELS

We welcome any suggestions/comments/complaints/feedback/thoughts/ideas via multiple channels below:

1. Meet UMFBA personnel or email us at umfba@um.edu.my
2. Make an appointment with or email the programme coordinator:
BAcc Coordinator : Dr Kamisah Ismail kamisah.ismail@um.edu.my
BBA Coordinator : Dr. Lee Su Teng stlee@um.edu.my
BFin Coordinator : Dr. Mohd Edil Abd Sukor mohdedil@um.edu.my
3. Drop a note in the suggestion box (located at UMGSB Counter).

Please note that we have taken the utmost care in compiling the information in this handbook, including the schedules for courses during the 2020/2021 session. While the contents are correct at the time of printing, we reserve the right to change any information as necessary.

While we have produced this handbook to be comprehensive, please do not hesitate to ask us regarding matters not covered in it.

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