



LINCOLN
UNIVERSITY COLLEGE
DKU016 (B)



ISO 9001:2015 Certified

Diploma in Business Administration

(R3/0414/4/0327) (07/30) (MQA/A 4638)



PROGRAMME DESCRIPTION

Management is about resolving problems competently as well as successfully and also includes the challenges of transforming a situation into an opportunity in a competitive, unpredictable atmosphere in this period of development and growth. Diploma in Business administration helps the students to acquire skills required to combat the difficulties and seize the opportunities in this era of globalization. The course adds value to existing degrees and hence makes the competition for jobs easy for the students.



PROGRAMME AIM

This programme is aimed at those, who wish to equip themselves with comprehensive management knowledge for a rapidly changing business environment. It offers a unique opportunity for students to enhance their understanding of the “whole enterprise” in its competitive situation. Course instructors will include practitioners from the industry and experts of this field.



PROGRAMME DURATION

2 Years 6 Months



CAREER OPPORTUNITIES

Employment opportunities exist in many sectors such as government organizations, non-profit organizations, small business, investment, real estate, banking, retailing and the hospitality industry. Students can also work as junior managers, or management trainees or supervisors and there are other options as well.



INTAKE AND ENTRY REQUIREMENTS

March, July, November

Pass SPM / SPMV with at least 3 credit credits; or

Pass the UEC with at least a Grade B in 3 subjects; or

Pass an O-Level with at least a Grade C in 3 subjects; or

Pass a STPM or equivalent to a minimum C-grade (NGMP 2.0) in any subject; or

Passed STAM rank maqbul; or

Pass a Certificate (Level 3, MQF) in a related field with a minimum CGPA of 2.0; or

Obtain a Community College Certificate equivalent to a Level 3 MQF in related fields; and

- Pass SPM with at least one credit in one subject; and

- Through reinforcement program (if necessary); or

Pass the Level 3 Malaysian Skills Certificate (SKM) in related fields; and

- Pass SPM with at least one credit in one subject; and

- Through reinforcement program (if necessary); or

Other qualifications recognized by the Government of Malaysia

English Requirements :

International students must have proof of good proficiency in verbal and written English. For example, International English Language Testing System (IELTS) score of 5.0 or its equivalent. If a student does not meet this requirement, HEPs must offer English proficiency courses to ensure that the student's proficiency is sufficient to meet the needs of the programme.

Call us:

1 300 880 111 (Malaysia)

+603 78063478 (International)

Web: www.lincoln.edu.my | E-mail: info@lincoln.edu.my

Kolej Universiti Lincoln, No. 12, 14, 16 & 18, Jalan SS 6/12, 47301 Petaling Jaya, Selangor

No. 2, Jalan Stadium, SS 7/15, Kelana Jaya, 47301 Petaling Jaya, Selangor Darul Ehsan, Malaysia.



LIST OF COURSE/MODULE OFFERED IN THE PROGRAMME

Sl. No.	MQA Subject Code	Subject Name	Credits
1.	ENG 413	English 1	3
2.	COMP 107	Fundamental of Computer Principles & Programming	3
3.	EPP 433	English for Professional Purposes	3
4.	BMNG 117	Business Organization	3
<u>Elective (Choose any one module from the following):</u>			
5.	MPU 2193	Kursus Falsafah dan Isu Semasa (Philosophy and Current Issues Course)	3
6.	MPU 2133	Malay Language Communication 1 (International)	3
7.	BMNG 120	Principles of Marketing	3
8.	BACC 125	Introduction to Accounting	
9.	BHRM 126	Human Resources management	3
10.	BCSC 127	Maintenance & Development of Website	3
11.	BLAW 128	Business Law	3
12.	COMP 113	Internet Fundamental & Applications	3
13.	ENG 423	English II	3
14.	MPU2222	Creative Problem Solving	2
15.	BMNG 244	Entrepreneurship	3
16.	BLAW 245	Company Law	3
17.	COMP 232	E- Commerce	3
18.	BECO 248	Microeconomics	3
19.	BFIN 249	Fundamentals of Finance	3
20.	BMNG 250	Money & Banking	3
21.	BFIN 251	Introduction to Financial Accounting	3
22.	BMNG 252	Consumer Behavior	3
23.	BMNG 253	Introduction to Insurance	3
24.	BMNG 254	Quantitative Methods	3
25.	BMIS 263	Management Information System	3
26.	BMNG 264	International Business Management	3
27.	MPU2332	Constitution and Society	2
28.	BMNG 375	Marketing Research	3
29.	BECO 378	Macroeconomics	3
30.	BMNG 377	Organizational Behavior	3
31.	BPOM 376	Product & Operation Management	3
32.	MPU2332	Co-Curriculum	2

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