

FREQUENTLY ASKED QUESTIONS

What is the basic requirement for admission to the Postgraduate Certificate programme?

To be considered for admission into the Master of Science programme, the applicant is required to possess one of the following qualifications:

- i. A Bachelor's degree (Level 6, MQF) in related fields with a minimum CGPA of 2.75 as accepted by the HEP Senate; OR
- ii. A Bachelor's degree (Level 6, MQF) in related fields with a minimum CGPA of 2.50 and not meeting a CGPA of 2.75 can be accepted, subject to *rigorous internal assessment**; OR
- iii. A Bachelor's degree (Level 6, MQF) in related fields with a minimum CGPA of 2.00 and not meeting a CGPA of 2.50 can be accepted, subject to a **minimum of 5 years** of *relevant working experience*** **and** *rigorous internal assessment**; OR
- iv. A Bachelor's degree (Level 6, MQF) in non-related fields with a minimum CGPA of 2.50 as accepted by the HEP Senate, subject to **having** *relevant working experience*** **and** *rigorous internal assessment**; OR
- v. A Bachelor's degree (Level 6, MQF) in non-related fields with a minimum CGPA of 2.00 and not meeting 2.5 as accepted by the HEP Senate, subject to a **minimum of 5 years** of *relevant working experience*** **and** *rigorous internal assessment**; OR
- vi. A Bachelor's degree (Level 6, MQF) in non-related fields with a minimum CGPA of 2.00 as accepted by the HEP Senate and **without** relevant working experience**, subject to passing pre-requisite courses***; OR
- vii. Other qualifications equivalent to a Bachelor's degree (Level 6, MQF) recognised by the Malaysian Government.

Notes:

* Rigorous internal assessment to evaluate the suitability of an applicant for a programme through the statement of purpose, interview and other methods may cover the following criteria:

1. Demonstration of strong business experience, and that you have held significant managerial responsibilities.

2. Evidence of any achievements in your professional life, for example, consistently performing at a high level, consistent career progression and any impact that you have had on your organisation.
3. Professional skills that you have developed, for example, teamwork, leadership, problem-solving, negotiating and analytical skills.
4. How will you contribute to your class and what experiences can you bring to the institution?

******Working experience can be cumulative experience even before acquiring the required qualification for a particular level of study.

*******The pre-requisite courses must equip the students with the necessary business knowledge (managing people, managing financial resources, understanding customers, understanding environments and strategic planning) of one level lower than the programme level.

English Language requirement

- i. For direct admission, an international applicant must have obtained:
 - a. A minimum score of 550 for the Test of English as a Foreign Language (TOEFL) Paper-based Test; OR
 - b. 60 for the Internet-Based Test; OR
 - c. Band 6.0 for International English Language Testing System (IELTS); OR
 - d. MUET Band 4.0; OR
 - e. 59 for the Pearson Test of English; OR
 - f. 169 for Cambridge English Qualifications and Tests; OR
 - g. 109 for ELS.

Friendly reminder: The validity period of the test is not more than five years.

- ii. An international applicant who obtains a score below the required minimum score, may be accepted for admission on a conditional basis for any graduate programme.
- iii. An international applicant who has obtained a degree from any public university

or established private university in Malaysia shall not be subject to the English language proficiency requirement.

- iv. An international applicant for a Master's degree programme who has undergone his Bachelor's degree education in the English language medium shall be exempted from the requirement stated in Rule 11 (i). Application for exemption must be accompanied by supporting documents.

How long does it take to complete the programme?

The duration of study depends on how well you progress. Below is the general guide:

- i. Full-time mode ranges from a minimum of 4 semesters (2 years) to a maximum of 6 semesters (3 years).
- ii. Part-time mode ranges from 6 semesters (3 years) to a maximum of 8 semesters (4 years).
- iii. The Senate may exercise its discretion to give exemption to allow conferment of a Master's degree to students without fulfilling the minimum duration of the study.

How do I ensure that I progress well?

Based on our observations, here are some tips to help you:

- i. Appoint your Supervisory Committee as soon as possible i.e. in the First Semester itself. Your supervisor will guide you on how to get started right away;
- ii. Plan early when to participate in the PURE Colloquium so you can proceed with Proposal Defence. Proposal Defence must take place no later than in your Third Semester;
- iii. After going through your Proposal Defence, be sure to register for the second PURE Colloquium before proceeding with your Viva-voce.

What is the medium of instruction for the programme?

All learning activities are conducted in English. You are required to write your class assessments, Case Studies, Research Proposal or Thesis in English.

How much is the total fee for the programme?

Total fees for the MSc programme differ:

- Local
 - 4 semesters (2 years): RM 11, 650.00
 - 6 semesters (3 years): RM 14, 570.00
- International
 - 4 semesters (2 years): RM 18, 350.00
 - 6 semesters (3 years): RM 23, 670.00

You will be subjected to the administrative fee depending on the duration of your study. You can refer [here](#) for the details.

Do I need to pay the full amount at the beginning of the programme?

You are not required to pay the entire amount upon registration for the programme. Fees are payable according to a schedule stated per semester.

How is the programme conducted?

This programme follows the semester system. Each academic year is divided into 2 semesters. Each semester consists of 14 weeks of studies and 2 weeks of examination.

For the *Full-Time/International Student*: Lectures are conducted on alternate weekdays after office hours, or weekends (Saturdays and Sundays). While the *Part-Time Student*: Lectures are conducted on alternate weekends (Saturdays and Sundays).

How often are the exams being carried out?

There are no exams for a research programme but students are evaluated in terms of their research progress. For the compulsory courses, students will be assessed based on the assignments given by the lecturers and the students will be graded either S (satisfactory) or NS (not satisfactory).