

FREQUENTLY ASKED QUESTIONS

What is the minimum requirement for admission to the Doctor of Philosophy (Ph.D.) programme?

To be considered for admission into the Ph.D. programme, the applicant is required to possess one of the following qualifications:

- i. A Master's degree (Level 7, MQF) in related fields as accepted by the HEP Senate;
OR
- ii. A Master's degree (Level 7, MQF) in non-related fields as accepted by the HEP Senate, subject to having relevant working experience** and rigorous internal assessment*; OR
- iii. A Master's degree (Level 7, MQF) in non-related fields as accepted by the HEP Senate and **without** relevant working experience**, subject to passing pre-requisite courses***; OR
- iv. Other qualifications equivalent to a Master's degree (Level 7, MQF) recognised by the Malaysian Government; OR
- v. Applicants must have a business-related field to qualify for the programme. Those without a related field but have working experience must undergo an interview conducted by the Director of Programme together with a Potential Supervisor in the related field (for thesis programmes) while a candidate who does not have the working experience and from a non-related field is required to complete five (5) pre-requisite courses (Managing People, Managing Financial Resources, Understanding Customers, Understanding Environment and Strategic Planning).

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 you will contribute to your class and what experiences you can 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 the Ph.D. programme who has undergone his Master's degree education in the English language medium shall also be exempted from the language requirement. 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 6 semesters (3 years) to a maximum of 10 semesters (5 years).
- ii. Part-time mode ranges from 8 semesters (4 years) to a maximum of 12 semesters (6 years).
- iii. The Senate may exercise its discretion to give exemption to allow conferment of a PhD 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 Fifth 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. Assignments, Case Studies, Research proposals or Theses must all be written in English.

How much is the total fee for the programme?

The total fees for a Ph.D. programme are as follows:

- Local
 - 6 semesters (3 years): RM 22, 350.00

- 8 semesters (4 years): RM 26, 550.00
- International
 - 6 semesters (3 years): RM 36, 350.00
 - 8 semesters (4 years): RM 44, 390.00

You will be subjected to an 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.

Starting September 2023, our previously taught courses are now delivered in a seminar style which is conducted fully online. Consultations with your supervisor may either be conducted online or face-to-face. Proposal Defence can either be online or physical, but Viva-voce must be held face-to-face. Exceptions can only be made for the external Examiners who are allowed to join online.

The international students are however required to fulfil a minimum residential requirement of at least 1 semester which can be cumulative.

Will there be any exams or assessments?

A Ph.D. programme involves assessments in the form of proposal defence and the oral exam or the Viva-Voce when the student submits his full thesis. However, since the student must undergo the Research Seminar in the first semester, the lecturer would also assess him to ensure that he is ready to continue with the research work. The supervisor would also evaluate the student's research progress at every end of every semester.