

BACHELOR OF BUSINESS ADMINISTRATION (HONOURS) (ODL)

(N-DL/0414/6/0132)(MQA/PA16939)



Our Partners



Recognition / Membership

Spectrum International University College (DKU055(B))

Lot 2F - 26A, The Main Place Mall, Level 2, Jalan USJ 21/10,
Persiaran Kewajipan, 47630, Subang Jaya, Selangor, Malaysia

Unit 13 - G, Jalan op1/2, One Puchong Business Park, 47160, Puchong, Selangor

No 3-02 & 5-02, Jalan Setia Tropika 1/3, Taman Setia Tropika, 81200, Johor Bahru, Johor, Malaysia

SIUC aims to create leaders, innovative thinkers, and problem solvers – people capable of tackling the most pressing world challenges. We aim to produce quality graduates capable of performing in demanding work environments.

Each of our academic, vocational and adult learning programmes are designed to equip students with the knowledge and skills they need for a rewarding and successful career. We constantly review and renew our courses based on the local and international industry requirements, so that they are relevant, modern and qualify students for careers throughout in the world. We are proud to have 24 years' experience in delivering education service and currently have more than 1,000 students and staffs working together, exploring new ways of thinking and engaging with significant social and scientific challenges of our time.



Chairman Board Of Directors Message

Prof. Emeritus Tan Sri Dato' Dr. Mohamed Salleh Mohamed Yasin

I am indeed honoured to be officially leading this young and gallant team, comprising some formidable professionals who have had extensive administrative and teaching experience. Together we will push SIUC to another height and work tirelessly to make SIUC the chosen place for young generations to pursue their Dreams'. This, of course requires hard work, determination, resilience, no compromises on standards and quality as well as active involvement of all parties involved. As we have great plans for the future ahead, God willing with His Blessing, SIUC will serve you

'A Better Education For A Better Future'.

Vice Chancellor Message

Prof. Emeritus Dr. Mak Chai

In our rapidly changing world, education transcends the mere acquisition of knowledge. It's the art of moulding individuals capable of flourishing in a diverse and ever-evolving global landscape. At SIUC our unwavering commitment is to foster an inclusive, welcoming environment for all students, regardless of their background nor circumstances.

Our core belief is in the untapped potential within every individual, and we're here to guide our students on their path to academic excellence and personal growth. To empower you for the professional world, we offer a comprehensive range of courses, focusing on both technical and interpersonal skills, alongside immersive experiences within industry settings.



BACHELOR OF BUSINESS ADMINISTRATION (HONOURS) ODL

This programme aims to produce future administrators, managers and ultimately business owners and entrepreneurs that are capable to be sustainable in a challenging industry. This is an open and distance learning programme where students will be able to perform their study at their own pace through our own learning portal, Spectrum2U.

PROGRAMME STRUCTURE

ENTRY REQUIREMENT

1

LOCAL STUDENTS ONLY

NORMAL ENTRY

- A pass in STPM with at least Grade C (GP 2.0) in any TWO subjects OR
- A pass in STAM with at least Grade Jayyid*; OR
- Matriculation or Foundation with at least CGPA of 2.00; OR
- A Diploma (Level 4, MQF) with at least CGPA of 2.00; OR
- An Advanced Diploma (Level 5, MQF) with at least CGPA of 2.00; OR
- A Diploma Kemahiran Malaysia (DKM) / Diploma Vokasional Malaysia (DVM) subjected to HEP Senate / Academic Board's approval***;
- A Diploma Lanjutan Kemahiran Malaysia (DLKM) subjected to HEP Senate / Academic Board's approval***
- Note for (vi) & (vii): SIUC will conduct screening and provide necessary guidance specific to the discipline of the programme.

*Additional requirement: A pass in Mathematics and English at SPM level or equivalent qualifications

2

APEL.A ENTRY

- Malaysian; and
- 21 years old and above in the year of application; and
- Possess relevant previous working experience/learning; and
- Pass APEL.A assessment by MQA for entry into bachelor programmes.

3

INTERNATIONAL STUDENTS ENTRY

The current applied academic criteria for international students may vary for different countries. The admission criteria will be analysed for its equivalence with MQA standards.

- English Competency Requirement (International Student):
- Achieve a minimum Band 3 in MUET OR equivalent to CEFR (Low B2)**.

SEM 01

(BBO1013) Introduction to Business
(BBO1023) Principles of Management
(BBO1033) Business Law
(BBO1043) Entrepreneurship
(BBO1053) Organisational Behaviour
(BBO1063) Principles of Marketing
(BBO1143) Business Accounting

SEM 02

(BBO1073) Business Ethics
(BBO1083) Business Statistics
(BBO1093) Operations Management
(BBO1103) Human Resource Management
(BBO1113) E-Commerce
(BBO1123) Business Finance
(BBO1133) Customer Service
(BUC1113) Critical Thinking

SEM 03

(BBO2013) Digital Business
(BBO2023) Principles of Microeconomics
(BBO2033) International Business Management
(BBO2043) Business Communication
(BBO2053) Leadership
(BBO2063) Supply Chain Management

SEM 04

(MPU3202) Creativity and Innovation Skills
(MPU3302) Integrity and Anti-Corruption
(BBO2073) Strategic Information Systems
(BBO2083) Principles of Macroeconomics
(BBA2093) International Trade and Policy
(BBO2103) Global Marketing
(BBO2113) Organisational Theory & Design
(BBO2123) Procurement Management & Sourcing

SEM 05

(BUC3013) Business Research Methodology
(BBO3013) Total Quality Management
(BBO3023) The Foreign Exchange Market
(BBO3033) Retail Management
(BBO3043) Strategic Management
(BBO3053) Project Management

SEM 06

(BBO3063) Inventory Management
(BBO3073) Occupational Safety & Health Management
(BUC3023) Career Planning
(BUC3033) Cross-Cultural Management
(BUC3043) Project Paper



Ruj. Kami : MQA.600-2/16 Jld. 16
Tarikh : 12 September 2023

Ketua Eksekutif
Kolej Antarabangsa Teknologi Spektrum
Ground Floor & 1st Floor, No. 13, Jalan OP 1/2
1 Puchong Business Park
47160 Puchong
SELANGOR DARUL EHSAN

Tuan,
PERAKUAN AKREDITASI SEMENTARA BAGI PROGRAM IJAZAH SARJANA MUDA
PENTADBIRAN PERNIAGAAN (KEPUJIAN) (MQA/PA 16939)

Perkara tersebut di atas adalah dirujuk.

ASSESSMENT*

Continuous Assessment (60%)

Individual Assignment
Group Assignment
Case Study

Final Assessment (40%)

Final Exam

*Some subjects may have different weightage

MANDATORY MODULE

Local Students

(MPU3122) Tamadun Islam dan Tamadun Asia (TITAS)
(MPU3112) Hubungan Etnik

International Students

(MPU3142) Bahasa Melayu Komunikasi 2
(MPU3172) Malaysian Studies 3

CAREER OPPORTUNITY & RECOGNITION

- Marketing Executive
- Business Development Executive
- Financial Analyst
- Digital Marketing Specialist
- Management Consultant
- Sales Executive, Business Analyst
- Project Executive
- Operations Manager
- Human Resource Executive
- Financial Planner, Entrepreneur
- Business Journalist



 www.siuc.edu.my

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 +603.5878.9978

WHY STUDY @ SPECTRUM



FREE Digital Library



FREE Micro-Credential Courses



FREE Linguaskill English Intensive Classes



SPECTRUM2U Online Portal



Reasonable Fees



Qualified & Engaging Lecturers



Faster Completion via APEL.C



Flexible Teaching & Learning

PROGRAMME KNOWLEDGE



WHAT MAKES SPECTRUM DIFFERENT?

01 APEL Centre

APEL A

1) Access, for the purpose of admission to Spectrum Academic programme.

APEL C

1) The purpose of credit award to students enrolled to Spectrum programme.



02 Reasonable Programme Fee

- Subsidised Tuition Fee including waiver on Administration Fee and Resource Fee for ALL Malaysians regardless of Race, Religion, Ethnicity & Financial background.



03 Pathway to Master Programme

- Spectrum International University College (SIUC) - Master of Management
- Twintech International University College of Technology - MBA
- University Sultan Zainal Abidin (UniSZA) - MBA



04 SPECTRUM2U Portal

All study materials (notes, pre-recorded lectures), live webinars and assessments encompassed into one Spectrum2U Portal to ease the teaching & learning processes at Spectrum.



05 Employability

The Bachelor in Business Administration (BBA) degree is a highly sought-after program that prepares students for a wide range of career paths in the business world. This comprehensive degree equips individuals with a strong foundation in core business disciplines, including finance, marketing, operations, and management.





Agensi Kelayakan Malaysia
Malaysian Qualifications Agency

KETUA PEGAWAI EKSEKUTIF
(Chief Executive Officer)

AGENSI KELAYAKAN MALAYSIA
(Malaysian Qualifications Agency)

Mercu MQA

No. 3539, Jalan Teknokrat 7, Cyber 5
63000 Cyberjaya, Selangor Darul Ehsan

Tel: +603 8688 3611 Faks: +603 8688 3600



POLISI TIDAK MENERIMA HADIAH

Ruj. Kami : MQA.600-2/1/6 Jld. ¹⁶⁶ (78)
Tarikh : 12 September 2023

Ketua Eksekutif
Kolej Antarabangsa Teknologi Spektrum
Ground Floor & 1st Floor, No. 13, Jalan OP 1/2
1 Puchong Business Park
47160 Puchong
SELANGOR DARUL EHSAN

Tuan,

**PERAKUAN AKREDITASI SEMENTARA BAGI PROGRAM IJAZAH SARJANA MUDA
PENTADBIRAN PERNIAGAAN (KEPUJIAN) (MQA/PA 16939)**

Perkara tersebut di atas adalah dirujuk.

2. Dengan hormatnya dimaklumkan bahawa Jawatankuasa Akreditasi, Agensi Kelayakan Malaysia (Malaysian Qualifications Agency, MQA) yang bermesyuarat pada **29 Ogos 2023** telah menimbangkan permohonan untuk mendapatkan Perakuan Akreditasi Sementara bagi program tersebut di atas.
3. Selaras dengan Seksyen 39 Akta Agensi Kelayakan Malaysia 2007, MQA telah memutuskan untuk **memberi Perakuan Akreditasi Sementara** selama **lima tahun bermula dari tarikh surat ini**.
4. Pihak tuan perlu mengemukakan bukti pematuhan syarat-syarat Perakuan Akreditasi Sementara seperti yang dinyatakan di perkara 3 dan 4 di **Lampiran A**. Kegagalan pihak tuan mengemukakan dokumen dalam tempoh dan/atau gagal mematuhi syarat yang ditetapkan akan menyebabkan Perakuan Akreditasi Sementara dibatalkan. Pihak MQA boleh melaksanakan pemantauan program tersebut dalam tempoh Perakuan Akreditasi Sementara diberikan.
5. Permohonan Akreditasi Penuh hendaklah dikemukakan kepada MQA dalam tempoh dua bulan sebelum kohort pertama pelajar memulakan semester akhir program. Kegagalan mengemukakan permohonan dalam tempoh yang ditetapkan boleh memberi kesan kepada tarikh mula Akreditasi program.



JABATAN PENDIDIKAN TINGGI
KEMENTERIAN PENDIDIKAN TINGGI
Bahagian Standard Swasta
Aras 5, No.2, Menara 2
Jalan P5/6, Presint 5
62200 PUTRAJAYA
MALAYSIA

JPT | **JABATAN**
PENDIDIKAN
TINGGI

Tel: 603-88706651
Faks (Fax): 603-88706856
Portal Rasmi: <http://jpt.mohe.gov.my>

Ruj Kami : JPT/BPP(K)1000-600/B2116/e23/04432
Tarikh : 8 Disember 2023

Ketua Eksekutif
Kolej Antarabangsa Teknologi Spektrum
Ground Floor dan 1st Floor
No.13, Jalan OP ½, Off Jalan Puchong
Puchong Business Park
47160 Puchong
SELANGOR

Tuan,

KELULUSAN MENGENDALIKAN KURSUS PENGAJIAN

Dengan hormat saya merujuk kepada perkara di atas.

2. Sukacita dimaklumkan bahawa permohonan tuan untuk mengendalikan kursus pengajian adalah **diluluskan** di bawah seksyen 38 Akta Institusi Pendidikan Tinggi Swasta 1996 [Akta 555]. Berdasarkan subseksyen 40(1) Akta 555, Ketua Pendaftar IPTS menetapkan syarat-syarat seperti berikut:

2.1 Nama Kursus Pengajian: Ijazah Sarjana Muda Pentadbiran Perniagaan (Kepujian) (N-DL/0414/6/0132)

Bidang	<i>0414 – Management and Administrataion</i>
Peringkat	Ijazah Sarjana Muda / Tahap 6 Kerangka Kelayakan Malaysia (KKM)
Jenis Kursus	Hasilan Sendiri
Cara Penyampaian	<i>Open and Distance Learning (ODL)</i>
Kaedah Pengajaran	Kuliah, Tutorial, <i>e-Learning</i> dan Projek
Skim atau Cara Pengajian	Sepenuh Masa



Tandatangan Digital oleh Kementerian Pendidikan Tinggi