



BACHELOR OF BUSINESS ADMINISTRATION (HONOURS)

BBA (HONS) ACCREDITED BY CMI Chartered Management Institute
KPT/JPS (R2/345/6/0692) 10/26 (A 11203)

The Bachelor of Business Administration (Honours) students will learn to help create a better world through the power of business administration. The aim of the programme is to develop business professionals who are equipped to solve problems in corporate administration. Students will gain the upper hand on various business disciplines due to extensive exposure on business-focused as well as social service projects.

Upon completion of the programme, graduates are expected to have high level of generic attributes and skills, consistent with the expectations of the professional and public community. They will be ready for career as administrative officer, bank officer, public administrator, entrepreneur and many more.

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EDUCATION STUDIES @ WWW.UNIRAZAK.EDU.MY

(Wholly-owned by Yayasan Pelaburan Bumiputra)

STUDY AT AN AWARD-WINNING UNIVERSITY IN THE HEART OF A GLOBAL CITY



UNIVERSITI TUN ABDUL RAZAK DU005(W)
MAIN CAMPUS
195A, Jalan Tun Razak, 50400 Kuala Lumpur, Malaysia

UNIVERSITI TUN ABDUL RAZAK DU005(W)
CITY CAMPUS
Level 13 & 14, Menara Liberty, 1008 Jalan Sultan Ismail, 50250 Kuala Lumpur Malaysia.

BRSBE was formed with the view that entrepreneurial activity is one of the pillars of a strong and vibrant economy. This unique founding school is dedicated to provide quality education in entrepreneurial leadership in Malaysia. Although big business is extremely vital for economic health and prosperity, strong cadre of SMLs and SMEs is also essential to ensure a diverse economy and to provide the required support to large enterprises and the community. BRSBE recognises the fact that most of wealth accumulation is by starting one's own business, and that great products and services begin with a single idea. Many aspiring entrepreneurs lack the knowledge and skills to convert their ideas into working solutions and practical businesses. UNIRAZAK's collaborations with its various partners grant its graduates exemptions for various professional certifications. Students are exposed to a variety of learning approaches provided by a team of well qualified and experienced academics and professionals in various areas of entrepreneurship, business and management-related fields. BRSBE is best known for being the first of its kind to be accredited by CPA Australia for Bachelor of Accounting (Honours), along with other business programmes like Bachelor of Business Management (Entrepreneurship)(Honours), Bachelor of Business Administration (Islamic Banking & Finance)(Honours) and Bachelor of Taxation (Honours).

COURSES OFFERED

GENERAL COURSES BY MOHE

- Tamadun Islam Tamadun Asia (TITAS) (Local)
- Hubungan Etnik (Local)
- Malaysian Studies (International)
- Bahasa Melayu Komunikasi 2 (International)
- Thinking Skills/ Bahasa Kebangsaan A
- Introduction to the Malaysian Constitution
- Co-Curriculum (Professional Event Management/ Community Engagement & Volunteering)

SCHOOL CORE COURSES

- Corporate Social Policy
- Principles of Management
- Business Mathematics
- Business Statistics
- Principles of Finance
- Principles of Marketing
- Financial Management
- Business Law
- Strategic Management
- Principles of Microeconomics
- Principles of Macroeconomics
- Organisational Behaviour
- Principles of Accounting

PROGRAMME CORE COURSES

- International Business
- Cost and Management Accounting
- Management Information Systems
- Production and Operations Management
- Financial Accounting
- Introduction to Human Resource Management
- Marketing Management
- Cross Cultural Management
- Social Entrepreneurship
- Research Methodology
- Research Project

INTERNSHIP FOR BUSINESS ADMINISTRATION

UNIVERSITY COURSES

- Public Speaking 1
- Public Speaking 2
- Volunteerism & Service
- Learning Entrepreneurship and Innovation

PROGRAMME CORE COURSES

- Risk Management***
- Negotiation and Conflict Management
- Shariah and Fundamentals of Islamic Financial Planning***
- Islamic Financial Markets and Institutions
- Retailing Management
- Strategic Entrepreneurship
- Entrepreneurial Culture and Behaviour
- Fundamentals in Credit Operation***
- Malaysian Economy and Policy
- Leadership Ethics and Governance

*** = Represent Professional Paper

CAREER OPPORTUNITIES



- Human Resource Executive/Manager
- Training Executive/Manager
- Recruitment/staffing Executive
- Risk Manager
- Fund Manager
- Investment Analyst
- Financial Analyst
- Portfolio Manager
- Financial Planner/ Executive
- Sales/ Marketing Executive/ Manager
- Promotions Manager

ADMISSION REQUIREMENTS



LOCAL

STPM

A pass at the STPM level with a minimum of Grade Point of 2.00 in any TWO (2) subjects and a pass in Mathematics and English at SPM level;
Note: The requirement for a PASS in Mathematics and English at the SPM level can be excluded if the candidate obtained a credit or higher grade at STPM.

A LEVEL

A pass A-Level with a minimum of Grade D in any 2 subjects, and pass in Mathematics and English at SPM level or any equivalent qualification;

MATRICULATION

A pass at the Matriculation level, or Foundation or Pre-university with a minimum CGPA of 2.00 from an institution recognized by the Malaysian Government;

STAM

A pass at the Sijil Tinggi Agama Malaysia (STAM) level with a minimum grade of Jayyid and a pass in Mathematics and English at SPM level;

Note: The requirement for PASS in Mathematics and English at the SPM level can be excluded if the candidate obtained a credit or higher grade at STAM.

UEC

A pass at the UEC level with minimum of grade B in FIVE (5) subjects including a pass in Mathematics & English;

DIPLOMA

A Diploma with a minimum CGPA of 2.00 from universities/colleges recognized by the Malaysian Government;

IB

A pass in International Baccalaureate (IB) Diploma with minimum score of 30 points;

OTHERS

Other equivalent qualifications recognised by MQA/Malaysian Government

- Diploma Kolej Vokasional (DVM)
- Diploma Executive UM

APEL (Accreditation of Prior Experiential Learning)



INTERNATIONAL

IELTS: 5.5 or
TOEFL IBFT: 46 or
CEFR: Low B2 (163) or
Pearson Test : 51 or
Linguaskill Cambridge English Qualifications & Tests : (160)

* The validity period for TOEFL and IELTS is TWO (2) years from the date of the award.