UNIRAZAK
UNIVERSITI TUN ABDUL RAZAK

Bachelor of Arts in Public Management (Honours)

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APEL A
Admission

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Tun Ahmad Sarji
School of Government
& Public Services
UNIRAZAK

Tun Ahmad Sarji School of Government and Public Services (TASSGPS) is a leading Centre for the Study of Public Management and Services in Malaysia. Like Tun Ahmad Sarji, we intensely focus on economic development, governance, and nation-building in our teaching and research. We aim to train the next generation of nation-builders. Through our undergraduate programmes in Economics and Governance and Public Policy and our Diploma in Social Work, we provide students with intense academic rigour and hands-on project management and implementation skills.

We have excellent industry relations, and through our internship programme, our students are exposed to practical training and real-life experience.

Bachelor of Arts in Public Management (Honours)

Public management is about the day-to-day delivery of public services and management of key government functions. A public manager is a person that oversees the implementation of public policy and leads the public sector in its service to the people. In order to do this job successfully, you need a very specic set of skills -leadership skills, management and administration skills, project management skills, budget and nancing skills, and sound communication and other interpersonal skills.

The Bachelor of Arts in Public Management is unique and the ideal programme for those seeking a career in the public sector. In this programme, you are exposed to the foundations of public management, with a focus on building core skills in management, administration and leadership.

Study Mode: Flexible Learning

UNIRAZAK provides a flexible learning mode for its programme, which allows you to learn from any location and at your convenience. It's to access better learning and better student experience.

- Full-Time
- Conventional On Campus **OR** Open Distance Learning (ODL)

Duration: 3 Years

Career Opportunities

- Civil Service Administrator
- Law Enforcement Ofcer
- Military Ofcer
- Immigration Ofcer
- Policy Maker
- Management Consultant in GLCs
- Policy Advisor
- Journalist
- Civil Society and Non-Governmental Organisation Activist

Courses Offered

MPU COURSES

- Penghayatan Etika dan Peradaban (Local)
- Falsafah dan Isu Semasa (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)

PROGRAMME CORE COURSES

- Human Resource Management*
- Organisational Behaviour*
- Malaysian Political and Legal System
- Problem Solving & Decision Making*
- Cross Cultural Management*
- Project Management
- Negotiations and Conflict Management
- Social Entrepreneurship*
- Leadership, Innovation and Change*
- Principles of Accounting*
- Public Sector Management
- Leadership, Ethics and Governance
- Business and Government Relations*
- Leadership Development Skills and Group Dynamics
- Digitalizing Government
- Principles of Finance

INTERNSHIP

- Industrial Training

SCHOOL CORE COURSES

- Introduction to Public Administration and Services
- Introduction to Political Science
- Introduction to Sociology
- Introduction to Demography
- Principles of Management
- Principles of Microeconomics
- Principles of Macroeconomics
- Malaysian Economy and Policy
- Research Methodology
- Statistics for Social Science

UNIVERSITY COURSES

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

ELECTIVE (Choose any 2 only)

- Organizational Design
- Research Project
- Introduction to Psychology
- Organizational Development
- Public Policy Planning and Process
- International Relations and Diplomacy

MAJOR COURSES

(option) Digital Government

- Data Mining
- Data Visualisation
- Social Media
- Issues and Digitilization
- Digital Communication Strategies
- Mobile Application Development
- Big Data Analytics
- Information Technology Fundamentals

Note: Core courses shall be substituted with major courses subject to applicants discretion.

Subject to change

Admission Requirements

STPM
A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with at least Grade C (GP 2.0) in any TWO subjects*; **OR**

STAM
A pass in Sijil Tinggi Agama Malaysia (STAM) with at least Grade Jayyid*; **OR**

MATRICULATION / FOUNDATION
Matriculation or Foundation with at least CGPA of 2.00; **OR**

DIPLOMA
• 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***; **OR**
• A Diploma Lanjutan Kemahiran Malaysia (DLKM) subjected to HEP Senate / Academic Board's approval***.

OTHERS
• Other relevant or equivalent qualification, experience and requirement accepted by the HEP Senate/competent authority in Malaysia.
• Possess an Accreditation of Prior Experiential Learning (APEL A) for admission.

Note:
A pass in Mathematics and English at SPM level or equivalent qualifications.

INTERNATIONAL
• A minimum score of Band 5.5 in the International English Language Testing System (IELTS)*; OR
• A minimum score of 46 for an Internet Based Total (iBFT) for the Test of English as a Foreign Language (TOEFL)*; OR
• A minimum score of 8 for TOEFL Essentials (online); OR
• A minimum score of 51 in Pearson Test of English (PTE); OR
• A minimum score of B2 (160) in Cambridge English Qualifications and Tests; OR
• Band 4 in Malaysian University English Test (MUET); OR
• Successful attainment of B2 (160) in CEFR aligned exams by Cambridge English Qualification conducted by the Centre for Continuing Education (CCE).

Note:
Conditional offer letter will be issued to international student who has not met the English Proficiency Requirement.

Study at an Award-winning University

in the heart of a global city

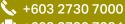**UNIVERSITI TUN ABDUL RAZAK** DU005(W)

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