



INSTITUTE OF SCIENCE & MANAGEMENT

January/May/September Intake

DK219(S) KP(JPS)5195/IPTS/1073/(8)

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Diploma in **BUSINESS STUDIES**

(R2/340/4/0190) (Valid till 9 June 2023)

Diploma in **ACCOUNTING**

(N/344/4/0420) (Valid till 5 Oct 2020)



Fully Accredited



Scholarship,
Study Grant &
PPTN Loan
AVAILABLE

Why Diploma?

- Equips students with fundamental knowledge and skills of business/accounting.
- In-built practical training and internship.
- Ready to work in 2 years with attractive starting salary.

Why ISM?

- Small student-lecturer ratio.
- Sophisticated learning environment.
- One of the lowest tuition fees in Malaysia.
- Advanced standing into degree programmes nationally & globally.
- Study with international students.

MyQUEST  **5 Stars Cluster-based Rating in 2014/2015**

* MyQUEST is a system developed by MOHE to measure the quality of higher education services of private colleges in Malaysia.

PROGRAM DETAILS

- 2 years program
- 4 long semester and 2 short semester
- 90 Credit Hours



ENTRY REQUIREMENTS FOR

DIPLOMA IN BUSINESS STUDIES

- Pass SPM/SPMV/O-Level with at least 3 credits or equivalent qualification recognized by the government PLUS
- A pass in Bahasa Malaysia and History (for Malaysians only)

DIPLOMA IN ACCOUNTING

- Pass SPM/SPMV/O-Level with at least 3 credits (including Mathematics) or equivalent qualification recognized by the government PLUS
- A pass in English
- A pass in Bahasa Malaysia & History (for Malaysians only)

ASSESSMENT

- Theory-Based subjects (40% Coursework; 60% Examination)
- Skill-Based subjects (70% Coursework; 30% Examination)*

Note: Forecast results are accepted. A conditional offer will be granted if the forecast results meet the entry requirements.

YEAR 1

DIPLOMA IN BUSINESS STUDIES/ ACCOUNTING (39 Credit Hours)

Financial Accounting I
Financial Accounting II
Cost Accounting
Business Mathematics
Statistics
English I
English II
Computer Application*
Microeconomics
Macroeconomics
Management
Principles of Marketing

YEAR 2

DIPLOMA IN BUSINESS STUDIES (40 Credit Hours)

Organisational Behaviour
Human Resource Management
Entrepreneurship*
Operations Management
Professional Sales Management
Business Ethics
Communication for Business
Introduction to Information Technology*
E-Commerce*
Business Law
Financial Management
English III
Industrial Attachment

DIPLOMA IN ACCOUNTING (40 Credit Hours)

Financial Accounting III
Financial Accounting IV
Management Accounting
Information for Control & Decision
Financial Management
Computerised Accounting Systems*
Introduction to Auditing
Malaysian Taxation
Business Law
Company Law
Industrial Attachment

ADDITIONAL COMPULSORY COURSES (11 CREDIT HOURS)

MALAYSIAN STUDENTS

- Pengajian Malaysia
- Critical Thinking Skills/Bahasa Kebangsaan
- World Civilisation
- Co-curriculum

INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Critical Thinking Skills
- World Civilisation
- Co-curriculum

INSTITUTIONS IN ARTICULATION AGREEMENT

No.	Partner University	Degree Programme	Progression*
1.	 <p>Anglia Ruskin University Anglia Ruskin University, United Kingdom</p>	BSc (Hons) Business Economics	Year 2
		BSc (Hons) Accounting and Finance	
		BA (Hons) Business Management	
		BA (Hons) International Management	
		BA (Hons) Human Resource Management	
		BA (Hons) Marketing	
		BA (Hons) International Business Strategy	
		BSc (Hons) Tourism Management	
2.	 <p>University College Birmingham, UK</p>	BA (Hons) Business Enterprise	Year 2 (110/360 cp)
		BA (Hons) Marketing Management	Year 2 (100/360 cp)
3.	 <p>University of Cumbria, United Kingdom</p>	BA (Hons) Business Management	Year 2
		BA (Hons) Accounting and Finance	
		BA (Hons) Business Management with Specialism: Marketing, Human Resources, Logistics & Supply Chains Management, IT, Entrepreneurship	
		BA (Hons) Business Management (top-up)	Final Year
4.	 <p>University of the Highlands and Islands, UK</p>	<i>case-to-case basis</i>	
5.	 <p>University of Lincoln, United Kingdom</p>	BA (Hons) Business Studies	Year 2
6.	 <p>Loughborough College, United Kingdom</p>	BA (Hons) Leadership and Management (top-up)	Final Year
		BA (Hons) Hospitality Management (top-up)	
		BA (Hons) Leisure Management (top-up)	
		BA (Hons) Tourism Management (top-up)	
		BA (Hons) Events Management (top-up)	
7.	 <p>Middlesex University London Middlesex University, UK</p>	BA (Hons) Business Studies	Year 2 or 3
		Business Related Degree's with relevant exemptions	
8.	 <p>PSB Academy, Singapore</p>	BA (Hons) Accounting and Finance, Coventry University, UK	Year 2
		BA(Hons) Hospitality and Tourism Management, Edinburgh Napier University, UK	
		BA(Hons) Business and Marketing, Coventry University, UK	
9.	 <p>Queensland University of Technology Queensland University of Technology, Brisbane, Australia</p>	Bachelor of Business Major in: <i>Accounting, Accounting with Professional Recognition, Advertising, Economics, Finance, Human Resource Management, International Business, Management, Marketing, Public Relations</i>	Year 2 (96/360 cp)
10.	 <p>Studialis, France</p>	BBA Paris School of Business (PSB)	Final Year

* Actual progression is granted on case-to-case basis and may vary from one individual to another.

11.

Bachelor of Business **DBNN**Bachelor of Business
(Economics, Finance and Trade) **DBIB**Bachelor of Business (Finance) **DBCFC**Bachelor of Business
(Human Resource Management) **DBBH**Bachelor of Business
(Logistics and Supply Chain Management) **DBBL**Bachelor of Business (Management) **DBBG**Bachelor of Business (Marketing) **DBBM**Bachelor of Business (Property) **DBPY**Bachelor of Business
(Sport and Recreation Management) **DBBS**Bachelor of Business
(Tourism and Event Management) **DBBT**Bachelor of Commerce (Accounting) **DBCA**Max credit
up to 36 units

12.



Teesside University, UK

BA (Hons) Business Finance (top-up)

BA (Hons) Applied Accounting (top-up)

BA (Hons) Business Management (top-up)

BA (Hons) International Management (top-up)

BA (Hons) Marketing (top-up)

Final Year

STUDENT ACTIVITIES



STUDENT TESTIMONIES



Ryan Lim Yi Zhe

Diploma in Business Studies with Pass 2015

Advanced Standing into Year 2 Degree Programme in Marketing, Chester University, UK

DBS of ISM is a well-designed programme specially tailored for students who wish to pursue in the field of Business Studies. I enjoyed every moment studying the programme and appreciated the guidance provided by the dedicated lecturers in ISM. Unlike larger colleges, lecturers in ISM were very attentive to each of the queries made by students and they made great effort in solving our questions effectively. We had never felt hesitant to meet up with them whenever we had doubts in studies.



Wong Jun Yuan

Diploma in Accounting with Distinction 2017

Advanced Standing into Degree Programme in Accounting and Finance, Inti College Sabah, Malaysia

Institute of Science and Management's Diploma in Accounting is a program tailored for students to equip them with not only effective knowledge but also practical experiences. I'm extremely grateful to all the lecturers whom are very experienced and has provided clear explanations which are easily understood. Furthermore, Diploma programs in ISM provide industrial attachment which allows students to experience a three-month internship with some of the most well-known companies in order to fully prepare the students with relevant theories and skills to practical situations. On completion of the program, I was able to demonstrate effective communicating skills both oral and written and good interpersonal skills. Moreover, I have picked up essential skills such as problem solving skills in practical experiences. ISM has definitely excelled in providing students with a 5-star quality education.



Ng Cherry

Diploma in Accounting with Distinction 2017

Advanced Standing into Degree Programme in Accounting, KDU University College, Malaysia

Diploma in Accounting offered in Institute of Science and Management is a 2-year fast track program which provides students the opportunity to acquire academic knowledge and real world skills. The programs in the institute are specially designed to meet students' needs in entering university or the society. I chose ISM not only because it is one of the most affordable institutes in Malaysia, but also it provides conducive learning environment and mostly, provides advanced standing opportunity into degree programs locally and abroad.