

FACULTY OF MANAGEMENT & ACCOUNTING

Bachelor of Arts with Honours in Business Management
Bachelor of Arts with Honours in Accounting and Finance
Foundation in Arts
Diploma in Business Management
Diploma in Office Administration
Diploma in Accounting
Diploma in Finance
Diploma in Tourism Management
Diploma in Early Childhood Education
Diploma in Entrepreneurship



2026

ABOUT UNIKOP

Kolej UNIKOP is a notable institution in Malaysia that offers a range of academic programs and professional courses to equip students with practical skills and knowledge. This institution focuses on policing, investigation, technology, business, management, and innovation. The college provides an ideal learning and personal development environment.

Kolej UNIKOP is part of a more extensive network of educational institutions known for its commitment to excellence in education. The college offers diploma, degree, and certificate programs across various fields, including business, information technology, law enforcement, and health sciences. Its programs are designed to meet the modern job markets needs, emphasizing theoretical knowledge and hands-on experience. Kolej UNIKOP prides itself on its qualified faculty members who bring experience and expertise to the classroom. The curriculum is regularly updated to incorporate industry trends and technological advancements ensuring graduates are well-prepared for their careers.

Students at Kolej UNIKOP benefit from a supportive and vibrant campus life. The college offers various extracurricular activities, clubs, and societies that allow students to pursue their interests and develop leadership skills. Additionally, there are comprehensive student support services, including academic advising, career counselling and mentorship programs to help students navigate their educational journey. Kolej UNIKOP has strong ties with various industries, providing students with internships, industrial training, and job placement opportunities. The college's partnerships with local and international organizations enhance students' employability and open doors to various career prospects. Kolej UNIKOP stands out as a premier institution dedicated to nurturing skilled professionals ready to meet the challenges of the contemporary world. With its strategic location, vigorous academic programs and emphasis on practical experience, it plays a crucial role in Malaysia's higher education landscape.

WHY STUDY AT UNIKOP

WHY STUDY MANAGEMENT & ACCOUNTING AT KOLEJ UNIKOP?

- Equipped students with the skills employers seek in today's job market.
- Offer various internship and industry placement opportunities, providing students.
- Valuable hands-on experience and networking opportunities.
- Students can pursue various career paths in multiple industries, including finance, consulting, marketing and more.
- It enhances academic knowledge and helps students develop valuable soft skills such as communication and leadership.
- Access to modern and well-equipped facilities such as a simulated room and computer labs, students can gain practical experience and prepare for the real business world.

THE FUTURE OF MANAGEMENT & ACCOUNTING FIELDS

- The impact of AI and Machine Learning in business management has been emerging in recent times. With advancement in technology, AI and ML becoming the new norm in business management.
- Unlock new opportunities for growth and efficiency through advanced data analytics and machine learning in the finance industry.
- Revolutionary technology advancements will transform the way tourism is managed, providing more efficient and personalized experiences for travellers.
- Early childhood education programs have been shown to close the achievement gap and promote social and emotional development in children.
- Virtual assistants will become more advanced and integrated into office administration, providing support for tasks such as scheduling, data entry, and customer service.
- The tourism industry is in a transformation era shaped by demographic shift, evolving technologies which develop sustainability and desirability.

INDUSTRY ADVISORY PANEL

Industry advisory panel meetings are integral to the Faculty of Management and Accounting dedication to cultivating collaboration between academia and industry experts. Through these engagements with our industrial partners, we uphold the relevance, currency, and efficacy of our programs in preparing students for careers in Management and Accounting. These meetings serve as a vital link between academic pursuits and industry insights, offering external viewpoints on curriculum alignment, identifying areas for skill enhancement, and recommending improvements. Such industry feedback guarantees that our programs remain responsive to contemporary demands, equipping graduates to confidently tackle real-world challenges.



EXPERT FORUMS

Kolej UNIKOP hosts a series of Expert Forums, serving as a dynamic platform for knowledge exchange, professional development, and industry-academic collaboration. These forums bring together experts, professionals, academics, and students to discuss contemporary issues, share insights, and explore emerging trends in various fields.



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PROGRAMME MATRIX

PROGRAMMES	ENTRY REQUIREMENT
Diploma in Office Administration	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass); OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Other equivalent qualifications recognized by the Malaysian Government.
Diploma in Business Management	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass); OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Other equivalent qualifications recognized by the Malaysian Government.
Diploma in Accounting	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject including Mathematics and a pass in English; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects and credit in Mathematics and pass in English at SPM level; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass) and credit in Mathematics and pass in English at SPM level; OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Other equivalent qualifications recognized by the Malaysian Government.

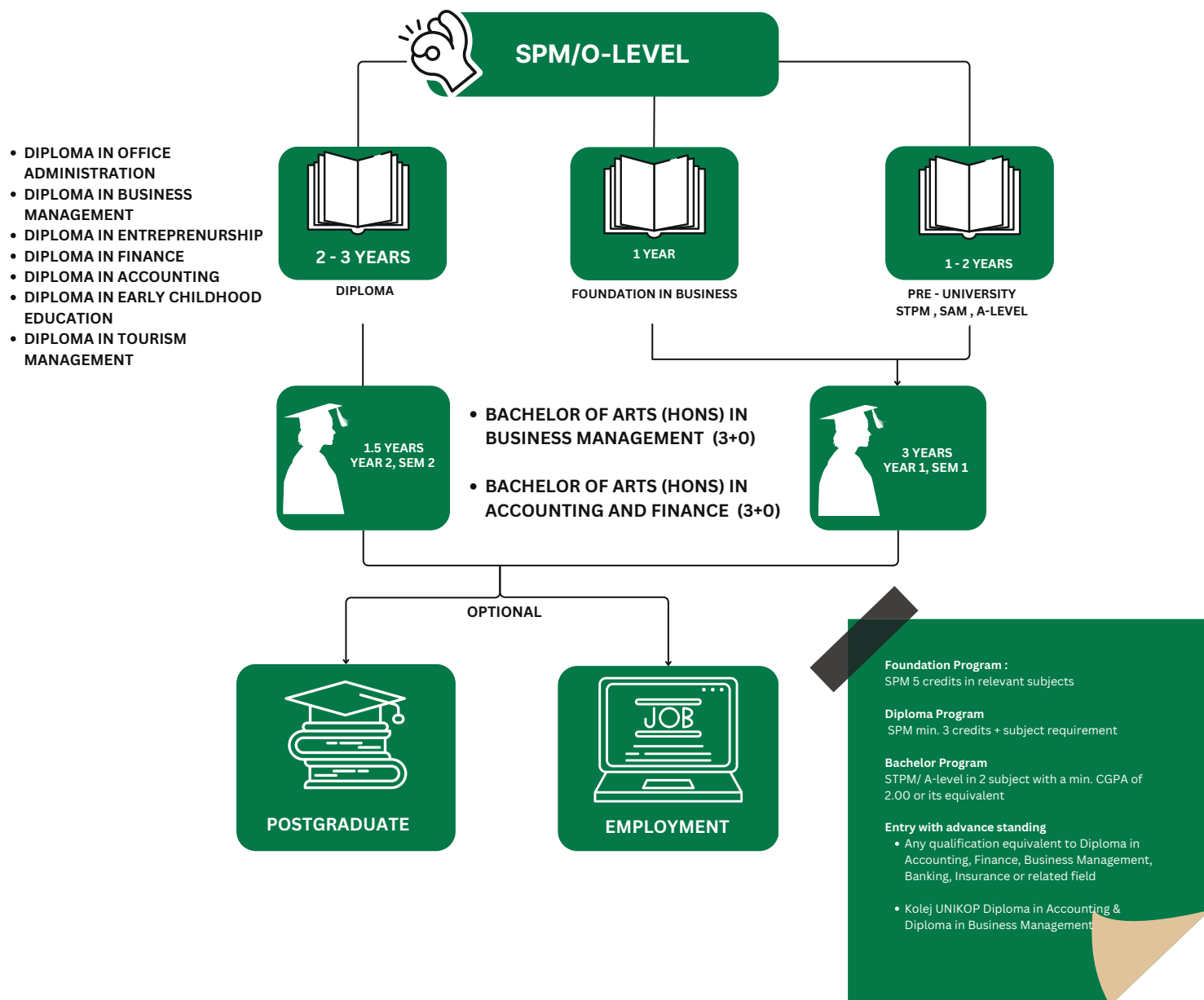
PROGRAMME MATRIX

PROGRAMMES	ENTRY REQUIRMENT
Diploma in Finance	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject including Mathematics and a pass in English; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects and credit in Mathematics and pass in English at SPM level; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass) and credit in Mathematics and pass in English at SPM level; OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Other equivalent qualifications recognized by the Malaysian Government.
Diploma in Tourism Management	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass); OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Other equivalent qualifications recognized by the Malaysian Government
Diploma in Early Childhood Education	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass); OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Other equivalent qualifications recognized by the Malaysian Government.

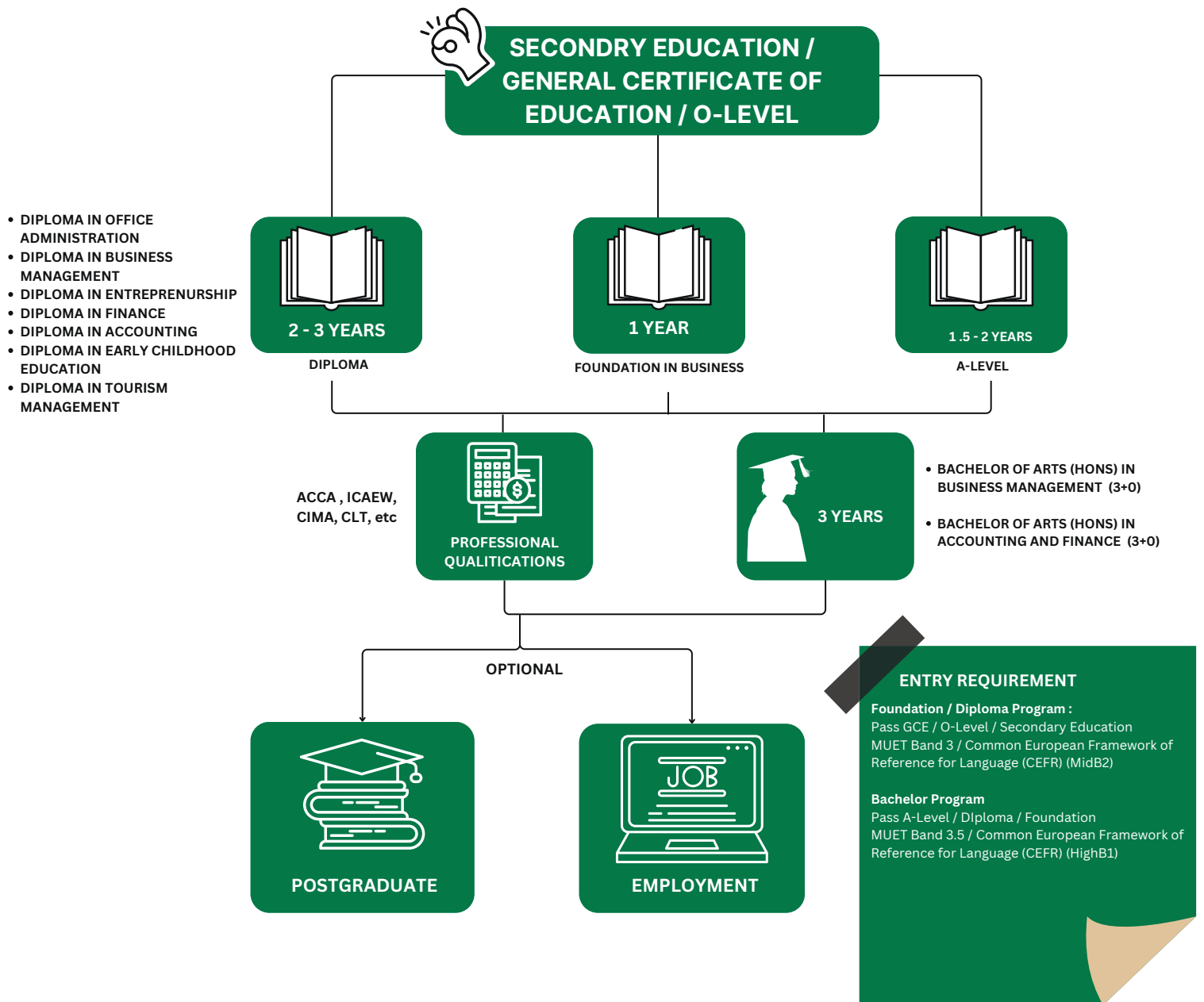
PROGRAMME MATRIX

PROGRAMMES	ENTRY REQUIREMENT
Diploma in Entrepreneurship	Malaysian Students: 1. A pass in Sijil Pelajaran Malaysia (SPM) with 3 credits in any subject; OR 2. A pass in Sijil Kemahiran Malaysia (SKM) Level 3 in related field; OR 3. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with a minimum of grade C (GPA 2.00) in any subjects; OR 4. A pass in Sijil Tinggi Agama Malaysia (STAM) with a minimum grade of Maqbul (Pass); OR 5. A pass in Certificate (Level 3, Malaysian Qualification Framework) with minimum CGPA 2.00 6. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. A pass in O-Level with a minimum of Grade C in 3 subjects 2. Any qualification equivalent to certificate (Level 3, Malaysian Qualifications Framework).
Bachelor of Arts (Hons) in Business Management	Malaysian Students: 1. A pass in STPM or its equivalent, with minimum Grade C (Grade Point 2.00 / pass) in any two subjects; OR 2. A pass in Diploma in a related field (Level 4 MQF) with at least CGPA of 2.00; OR 3. A pass in Matriculation or Foundation with at least CGPA 2.00; OR 4. A pass in Diploma Kemahiran Malaysia (DKM) / Diploma Vokasional Malaysia (DVM) / Diploma Lanjutan Kemahiran Malaysia (DLKM) with at least PNKG 2.50 subjected to HEP Senate / Academic Board's approval 5. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. Achieve a minimum of Band 3.5 in MUET or equivalent to CEFR (High B1). If a student does not meet this requirement, the HEP must offer English proficiency courses to ensure that the student's proficiency is sufficient to meet the needs of the programme.
Bachelor of Arts (Hons) in Accounting and Finance	Malaysian Students: 1. A pass in STPM or its equivalent, with minimum Grade C+ (Grade Point 2.33) in two subjects; OR 2. A pass in Diploma in a related field (Level 4 MQF) with at least CGPA of 2.00 and a credit in Mathematics at SPM level; OR 3. A pass in Matriculation or Foundation with at least CGPA 2.50; OR 4. A pass in Diploma Kemahiran Malaysia (DKM) / Diploma Vokasional Malaysia (DVM) / Diploma Lanjutan Kemahiran Malaysia (DLKM) with at least PNKG 2.50 subjected to HEP Senate / Academic Board's approval 5. Other equivalent qualifications recognized by the Malaysian Government. International Students: 1. Achieve a minimum of Band 3.5 in MUET or equivalent to CEFR (High B1). If a student does not meet this requirement, the HEP must offer English proficiency courses to ensure that the student's proficiency is sufficient to meet the needs of the programme.

EDUCATION PATHWAY FOR MALAYSIAN STUDENTS



EDUCATION PATHWAY FOR INTERNATIONAL STUDENTS



DIPLOMA IN OFFICE ADMINISTRATION

MQA/FA8619 (R/346/4/0050)

PROGRAMME DESCRIPTION

This programme provides a solid foundation for individuals who wish to advance in administrative roles in various organisational settings. Students learn how to handle clerical duties, manage schedules, organise files and facilitate effective communication in an office setting. The practical components of the course may include hands-on experience with industry-standard software such as Microsoft Office and other administrative tools. By completing this diploma, graduates are equipped with critical skills to support operational efficiency and contribute to the smooth functioning of businesses across different sectors.

CAREER PROSPECTS

- Executive Secretary
- Customer Service Executive
- Administrative Executive
- Personal Assistant

DURATION OF STUDIES:

2.5 Years (7 Semesters)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY



WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to develop proficiency in office software and database management.
- Graduates will be able to acquire communication and interpersonal skills necessary for effective office administration.
- Graduates will gain a comprehensive understanding of office procedures and protocols.

PROGRAMME STRUCTURE

SEMESTER 1

- English Grammar
- Workplace Communication
- Document Processing 1
- Business Mathematics
- Principles of Business Management

SEMESTER 2

- Principles of Accounting
- English Writing Skills
- Interpersonal Communication
- Document Processing Skills 2
- Administrative Services 1

SEMESTER 3

- Computing Applications

SEMESTER 4

- Personality Development for Office Administrator
- Office Management 1
- Speed Writing and Note Taking Skills 1
- Business Organisation and Behaviour
- Managing Online Information Skills

SEMESTER 5

- Advanced Database and Spreadsheet Skills
- Malaysia Company Law
- Speed Writing and Note Taking Skills 2
- English Phonetics and Phonology
- Records Management
- Principles of Economics

SEMESTER 6

- Administrative Service 2
- Office Management 2

SEMESTER 7

- Internship

DIPLOMA IN BUSINESS MANAGEMENT

MQA/FA8620 (R/345/4/0998)

PROGRAMME DESCRIPTION

This programme provides a contemporary and up-to-date approach to business, combining academic theory, business knowledge and skills development across a wide range of business and marketing subjects. This programme intends to help students to gain the skills and knowledge necessary to work for organizations of any size. By the end of the study period, students will acquire an understanding of complex business issues and develop analytical and problem-solving skills, enabling them to evaluate evidence, present arguments, make sound judgments, and communicate effectively.

CAREER PROSPECTS

- Sales/Operation/Admin Executive
- Marketing Executive
- Retail Executive

DURATION OF STUDIES:

2.5 Years (7 Semesters)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY

WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to possess great communication skills and negotiate confidently in both one-on-one settings or large groups which are valuable to any organization.
- Graduates will be able to write an effective business plan where business students will learn how to structure, run and implement their ideas through business plans and innovation.
- Graduates will be able to have financial management skills where they will have the ability to analyze current market, and investment benefits and manage the company's financial needs effectively.

PROGRAMME STRUCTURE

SEMESTER 1

- Quantitative Methods in Business
- Principles of Management
- Principles of Economics
- Principles of Accounting
- Workplace Communication

SEMESTER 2

- Principles of Marketing
- Principles of Financial Management
- Business English
- Computing Applications
- Work Culture

SEMESTER 3

- Organization Behaviour

SEMESTER 4

- Introduction to Management Accounting
- Malaysia Business Law
- Project Management
- Small Business Management
- Internet Marketing

SEMESTER 5

- Business Psychology
- Sales Management
- Quality Management
- Human Resource Management
- Islamic Finance and Banking

SEMESTER 6

- International Business
- Business Strategy
- Business Ethics

SEMESTER 7

- Internship

DIPLOMA IN ACCOUNTING

MQA/FA8621 (R/344/4/0516)

PROGRAMME DESCRIPTION

This programme provides students with essential accounting skills and knowledge required for entry-level positions in finance. Students gain practical experience by participating in hands-on bookkeeping exercises, using accounting software. Furthermore, obtaining a Diploma in Accounting can be a valuable step towards professional certifications such as CPA (Certified Public Accountant) or ACCA (Association of Chartered Certified Accountants), which can significantly improve career prospects by meeting certain educational prerequisites set by these bodies.

CAREER PROSPECTS

- Auditor
- Accountant
- Tax Officer

DURATION OF STUDIES:

2 Years (6 Semesters)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY

WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to acquire proficiency in using accounting software and other relevant technology.
- Graduates will be able to prepare and analyze financial reports, including balance sheets, income statements, and cash flow statements.
- Graduates will be able to effectively communicate financial information to different stakeholders, such as managers, investors, and clients.

PROGRAMME STRUCTURE

SEMESTER 1

- Business Mathematics
- Principles of Microeconomics
- Principles of Management
- Financial Accounting 1
- Introduction to Marketing

SEMESTER 2

- Business Statistics
- Principles of Macroeconomics
- Principles of Business
- Financial Accounting 2
- Principles of Financial Management

SEMESTER 3

- Introduction to Banking

SEMESTER 4

- Personal Finance Management
- Financial Accounting 3
- Computerised Accounting Systems
- Principles of Cost Accounting
- Principles of Auditing
- Principles of Insurance OR Principles of Takaful

SEMESTER 5

- Financial Reporting
- Principles of Taxation
- Principles of Management Accounting
- Islamic Finance and Banking
- Work Culture OR
- Work Place Communication
- Malaysia Business Law

SEMESTER 6

- Malaysian Company Law
- Audit and Assurance
- Ethics in Accounting and Business

DIPLOMA IN FINANCE

MQA/PA12850 (N/343/4/0277)

PROGRAMME DESCRIPTION

This programme provides students with a solid understanding of financial principles and practices, enabling them to navigate the complex world of finance. Graduates are well-prepared for entry-level positions in a variety of banking industries. This credential can be used as a stepping stone to further education or professional certifications such as Chartered Financial Analyst (CFA) or Certified Public Accountant (CPA), improving career prospects and professional growth in the finance field.

CAREER PROSPECTS

- Financial Analyst
- Personal Financial Advisor
- Banker
- Financial Planner

DURATION OF STUDIES:

3 years (9 Semester)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY



WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to gain practical skills in analyzing, budgeting and planning to resolve financial issues.
- Graduates will be able to develop analytical and problem-solving skills to make informed financial decisions.
- Graduates will be able to manage financial risk and make strategic financial decisions.

PROGRAMME STRUCTURE

SEMESTER 1

- Quantitative Method In Business
- Workplace Communication
- Principles Of Economics

SEMESTER 2

- Study Skills
- Principles Of Financial Management
- Business English

SEMESTER 3

- Principles of Management

SEMESTER 4

- Computing Application
- Personal Finance Management
- Introduction To Marketing
- Introduction To Banking

SEMESTER 5

- Cost Accounting
- Principles Of Ethics And Governance
- Financial Market And Institutions
- Principles Of Insurance
- Islamic Finance And Banking

SEMESTER 6

- Work Culture
- Personal Finance Management

SEMESTER 7

- Fundamentals Of Financial Statement Analysis
- Fundamentals Of International Finance
- Organisational Behaviour
- Business Law

SEMESTER 8

- Financial Risk Management
- Investment Management

SEMESTER 9

- Industrial Training

DIPLOMA IN TOURISM MANAGEMENT

MQA/FA13688 (N/1015/4/0039)

PROGRAMME DESCRIPTION

This programme equips students with the knowledge and skills needed for diverse careers in the dynamic tourism industry. Through a blend of theoretical and practical learning, including real-world projects and industry internships, students develop expertise in tourism management. Graduates are prepared to excel in roles such as tourism management & destination marketing, empowering them to make a lasting impact in tourism sector.

CAREER PROSPECTS

- Travel Agents
- Tour Operator
- Travel Manager
- Tourism Manager
- Event Coordinator

DURATION OF STUDIES:

3 years (8 Semester)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY



WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to develop proficiency in Global Distribution Systems and other relevant technology used in tourism agencies.
- Graduates will be able to develop interpersonal skills and communication skills effectively to be used in tourism operations and services.
- Graduates will be able to develop and implement effective marketing strategies for tourism products and services.

PROGRAMME STRUCTURE

SEMESTER 1

- Principles of Management
- Managing Tourist Attraction
- Tourism : Principles and Practices

SEMESTER 2

- Human Resources Management
- Tourism Geography
- Fundamental of Tourism Transport
- Hospitality Accounting

SEMESTER 3

- Business English

SEMESTER 4

- Mandarin for Tourism
- Legal Aspect for Tourism
- Tour Leading
- E-Tourism

SEMESTER 5

- Tourism Marketing
- Heritage Tourism
- Tourism Operation and Management
- Event Management

SEMESTER 6

- Computing Application
- Principles of Economics
- Professional Etiquette & Customer Service

SEMESTER 7

- International Business Tourism
- Tour Planning
- Principles of Financial Management

SEMESTER 8

- Industrial Training

DIPLOMA IN EARLY CHILDHOOD EDUCATION

MQA/PA14528 (N/143/4/0183)

PROGRAMME DESCRIPTION

This programme is designed to provide professional knowledge in the physical, emotional, social, language, and cognitive development of the young child and provide understanding of the field of early childhood education and encourage thinking of the early years as a fundamental stage in the human person's life.

CAREER PROSPECTS

- Early years teacher
- Kindergarten teacher
- Teaching assistant in early childhood field

DURATION OF STUDIES:

3 years (9 Semester)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY



WHAT SKILLS WILL YOU DEVELOP?

- Graduates can communicate and demonstrate leadership skills to lead a multidisciplinary team in a kindergarten setting.
- Graduates will be able to design and implement age-appropriate learning activities that foster children's cognitive, emotional, social, and physical development.
- Graduates will be able to integrate digital tools and educational software into the curriculum to enhance learning experiences.

PROGRAMME STRUCTURE

SEMESTER 1

- Introduction to Early Childhood Education
- Socio-emotional Development of Children
- Spiritual and Moral Development of Young Children

SEMESTER 2

- Child Growth and Development
- Early Childhood Education Curriculum
- English Grammar

SEMESTER 3

- Pedagogical Models and Strategies for Kindergarten and Nursery

SEMESTER 4

- Introduction to Technology and ICT in Early Childhood Program
- Children's Health, Nutrition & Safety
- Teachers' Ethics and Professionalism

SEMESTER 5

- Language & Literacy of Young Children
- Mathematics for Early Childhood Education
- Science and Technology for Young Children
- Managing Child Behavior

SEMESTER 6

- Music, Movement and Play for Early Childhood Education
- Children Arts and Creativity

SEMESTER 7

- Children with Special Needs
- Guiding Young Children
- Assessment and Observation for Early Childhood Education
- Family Involvement in Early Childhood Education
- Social Studies for Young Children

SEMESTER 8

- English Writing Skills
- Entrepreneurship Skills for Early Childhood Educators
- Management & Quality of Early Education Centres

SEMESTER 9

- Practicum (Nursery)
- Practicum (Kindergarten)

DIPLOMA IN ENTREPRENEURSHIP

MQA/PA15959 (N/0414/4/0029)

PROGRAMME DESCRIPTION

This programme is designed to produce competitive and knowledgeable graduates in the field of entrepreneurship. Developed in the discipline fields and subfields of entrepreneurship such as the basis of entrepreneurship, digital, creative and innovative entrepreneurship. This program provides knowledge and skills in all aspects of business such as principles of accounting, economics, marketing, business law and industrial training

CAREER PROSPECTS

- Business Administration Executive
- Business Analyst
- Business Development Executive
- Retail Executive
- Sales Executive
- Entrepreneur

DURATION OF STUDIES:

3 years (9 Semester)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & Current Issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan (A)
- Introduction to Comparative Religion
- Entrepreneurship Skills
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete four modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Professional Development
- Thinking Skills
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

AWARDING BODY

WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to develop financial management skills by learning financial entrepreneurship which helps to manage expenses, tax for business and future projections.
- Graduates will be able to develop creative thinking skills as an entrepreneurial mindset to inserting creative thinking into every aspect of business strategy.
- Graduates will be able to have analytical skills where they learn pattern recognition in data, market trends and user behaviour to improve products/services for business.

PROGRAMME STRUCTURE

SEMESTER 1

- Principles of Management
- Principles of Economics
- Logistic and Supply Chain Management

SEMESTER 2

- Financing for Entrepreneurship
- Principles of Marketing
- Principles of Accounting

SEMESTER 3

- Business English
- Business Plan

SEMESTER 4

- Business Psychology
- Organisation Behaviour
- Business Information System
- Malaysia Business Law
- Internet Marketing

SEMESTER 5

- Creativity and Innovation in Entrepreneurship
- Quality Management
- Human Resource Management
- Islamic Finance and Banking

SEMESTER 6

- Entrepreneurship in Retailing
- Computing Application
- Sales Management

SEMESTER 7

- International Business
- Small Business Management
- Seminar in Entrepreneurship

SEMESTER 8

- Business Strategy
- Business Statistics
- Work Culture

SEMESTER 9

- Internship

FOUNDATION IN ARTS

(MQA/PA 17769)

PROGRAMME DESCRIPTION

Foundation in Arts is specifically designed to prepare a student with basic knowledge related to business and humanities. This programme gives student a good understanding and strong preparation for them before further to a Bachelor degree level in business, accounting, finance, economics or other fields of their interest. Kolej UNIKOP Foundation in Arts offer a diverse curriculum which equips the students with creative and critical thinking skills to complement the current industrial demand

STUDY PROSPECTS

Student who has successfully completed their Foundation in Arts programme will be able to enter into: -

1. Bachelor of Arts (Hons) Business Management
2. Bachelor of Arts (Hons) Accounting and Finance
3. Any Bachelor Degree program

DURATION OF STUDY

1 year (3 Semester)

ENTRY REQUIREMENT

1. Possess Sijil Pelajaran Malaysia (SPM) with at least five credits in any five subjects' inclusive credit in Mathematics and a pass in English at SPM level or its equivalent; OR
2. A pass in O-Level with at least five credits in any five subjects' inclusive credit in Mathematics and pass in English, OR
3. A pass in Unified Examination Certificate (UEC) with at least grade B in three subjects; OR
4. Other equivalent qualifications recognised by the Malaysian Government.

WHAT SKILLS WILL YOU DEVELOP?

- Graduate will possess with basic knowledge and necessary skills relevant to the respective degree programmes.
- Graduate will communicate effectively orally and in writing.
- Graduate will be able to utilise basic digital technology application to seek and process data.
- Graduate able to interpret and use relevant information to pursue lifelong learning independently.

PROGRAMME STRUCTURE

SEMESTER 1

- Essentials of Economics
- Introduction to Marketing
- Mathematics
- Introduction to Management
- Writing and Research Skills OR
- Introduction to Psychology

SEMESTER 2

- Introduction to Finance
- Introduction to Legal Skills
- English I
- Thinking Skills
- Introduction to Law
- Financial Accounting
- Community Service

SEMESTER 3

- English II
- Basic Information and Communication Technology (ICT)
- Management Accounting

B.A (HONS) BUSINESS MANAGEMENT (3+0)

(MQA/PA17560) (N/0414/6/0285)

PROGRAMME DESCRIPTION

This programme teaches students how to improve productivity, performance and profitability while developing the business insights and expertise necessary to position organizations for a sustainable future. Through strong industry connections, students gain insights into real-world business operations via expert guest speakers, projects addressing practical business challenges, work placements and field visits. It offers opportunities for work placement and studying abroad. Students will gain a deeper understanding of the complexities of business life through extracurricular activities that extend beyond the classroom.

CAREER PROSPECTS

- Administration and Diplomatic Officer
- Entrepreneur
- Business Strategy Executive
- Public administration Executive

DURATION OF STUDIES:

3 years (9 Semester)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & current issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan
- Leadership skills.
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Leadership Skills
- Integrity & Anti-corruption

AWARDING BODY



WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to have leadership skills and business management gives their aspirants a clear understanding of the importance of being leaders.
- Graduates will be able to have strategic planning skills which are an ability to understand the market and macroeconomic trends for business organizations.
- Graduates will be able to develop global perspective skills because the program is in the global context which will be essential for future careers.

PROGRAMME STRUCTURE

SEMESTER 1

- Introduction to Accounting
- Nature of Management
- Introduction to Human Resource
- Introduction to Marketing
- Successful Writing at Abertay

SEMESTER 2

- Managing People & Ideas
- Business Economics
- Research & inquiries skill for digital age
- How to sell your ideas

SEMESTER 3

- Successful Writing at Abertay

SEMESTER 4

- People, Planet, Profit
- Business Analytics
- Theory and Practice in HRM

SEMESTER 5

- Project Management
- Budgeting and Cases in Events Management OR
- Digital Marketing Principles and Campaigns
- Co-create (Negotiated Studies)
- Being Successful at Abertay
- Sustainability101
- Artificial intelligence & society

SEMESTER 6

- Digital Transformation
- Employability Analysis and Career Building

SEMESTER 7

- Business & Environmental sustainability
- Work Placement OR
- Entrepreneurship and Business Start-Up OR
- Future Work OR
- Financial Markets OR
- Managing Cross Culture OR
- Predictive Analytics OR
- Public Policy and its Effects on Organisation
-

SEMESTER 8

- Strategic Management
- Managing Change
- Operations Management and Business Redesign
- Business Ethics in Society

SEMESTER 9

- International Business & Management
- Contemporary Issues in Business

B.A (HONS)

ACCOUNTING AND FINANCE (3+0)

(MQA/PA17559) (N/0411/6/0077)

PROGRAMME DESCRIPTION

The programme integrates theoretical knowledge with practical applications, equipping students for a successful future in the finance industry. The curriculum covers a broad spectrum of subjects, including financial accounting, management accounting, taxation, auditing and financial management.

The university maintains strong industry affiliations, providing students with valuable opportunities for internships and placements at respected financial institution which not only enhances their learning but also improves their employability upon graduation.

CAREER PROSPECTS

- Accountant
- Financial Analyst
- Auditor
- Investment Banker
- Budget Analyst
- Financial Controller
- Risk Manager
- Tax Consultant

DURATION OF STUDIES:

3 years (9 Semester)

COMPULSORY SUBJECTS FOR MALAYSIAN STUDENTS

- Philosophy & current issue
- Appreciation of Ethics & Civilization
- Bahasa Kebangsaan
- Leadership skills.
- Integrity & Anti-corruption

*Students need to complete three modules from the above.

COMPULSORY SUBJECTS FOR INTERNATIONAL STUDENTS

- Bahasa Melayu Komunikasi
- Leadership Skills
- Integrity & Anti-corruption

AWARDING BODY



WHAT SKILLS WILL YOU DEVELOP?

- Graduates will be able to acquire proficiency in using accounting software and financial tools, increasing efficiency and accuracy in financial reporting.
- Graduates will be able to develop effective communication skills to present financial information to stakeholders
- Graduates will be able to navigate and interpret financial regulations and laws, ensuring compliance and ethical practices in the workplace.

PROGRAMME STRUCTURE

SEMESTER 1

- Introduction to Accounting
- Nature of Management
- Introduction to Marketing OR
- Introduction to Human Resource Management OR
- Legal System and Method
- Being Successful at Abertay

SEMESTER 2

- Introduction to Finance and Statistics
- Business Economics
- Research & inquiries skill for digital age
- How to sell your ideas
- Successful Writing at Abertay

SEMESTER 3

- Introduction to Tax and Information Systems
- Financial Accounting

SEMESTER 4

- Business Analytics
- Business Law (Accountants)
- Management Accounting
- Co-create (negotiated studies) OR
- Being Successful at University (advance entry)
- Sustainability101
- Artificial intelligence & society

SEMESTER 5

- Advanced Management Accounting
- Corporate Finance
- Business and Environmental Sustainability: Reaching net zero OR
- Employability Analysis & Professionalism
- Taxation

SEMESTER 6

- International Financial Accounting
- Financial Markets OR
- Work Placement OR
- Public Policy and its effect on organizations OR
- Entrepreneurship and Business Startup

SEMESTER 7

- Internship

SEMESTER 8

- Advanced International Financial Accounting
- International Financial Management
- Operations Management and Business Redesign OR
- Strategic Management
- Auditing

SEMESTER 9

- Advanced Corporate Finance
- Investments and Portfolio Management OR
- Business Ethics in Society OR
- Contemporary Issues

AWARDS & RECOGNITION

Kolej UNIKOP has garnered significant recognition and numerous awards, highlighting its commitment to academic excellence, quality education, and student success. These accolades reflect the institution's dedication in providing top-notch education and its impact on the higher education landscape in Malaysia.

Institutional Recognition

Accreditation and Approval:

Kolej UNIKOP is fully accredited by the Malaysian Qualifications Agency (MQA), ensuring that its programs meet national standards of quality and rigor. The college is also recognized by various professional bodies, enhancing its credibility and acceptance in the industry. Kolej UNIKOP, in its bid to attract international students, has obtained the necessary licenses and approvals from the Malaysian Ministry of Home Affairs, known as Kementerian Dalam Negeri (KDN). This process ensures that the institution complies with national regulations concerning the recruitment and management of international students.

Quality Certifications

The institution has achieved ISO certification, demonstrating its adherence to international educational management and quality assurance standards.

2021 - PRESENT

INTEGRATED ISO CERTIFICATION:

ISO 9001:2015 – QUALITY MANAGEMENT SYSTEM (QMS) AND

ISO 21001:2018 – EDUCATIONAL INSTITUTION MANAGEMENT SYSTEM (EOMS)

AWARDS & RECOGNITION

2022

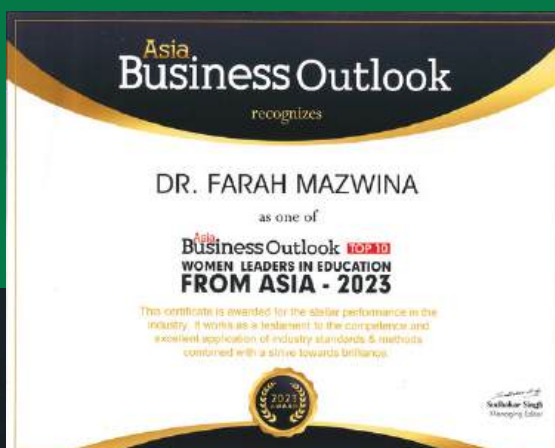
Kolej Unikop has been ranked as Berdaya Saing (Competitive) in the MyQuest rating system developed by the Ministry of Higher Education in the year 2022

2023

Business Outlook TOP10 Women Leaders in Education from Asia 2023.

2024

Nation Branding Higher Education – Law Enforcement & Professional Development from The Brand Laureate in 2024 under the Fast-Moving Growing Business Brands



AWARDS & RECOGNITION

2023

Alastair Ong Jie Ron represent Team Malaysia in the first ITF World Taekwondo Games 2023, which take place in Korea on September 6, 2023.

2024

Su Yu Wei won a silver medal in the 67kg male kumite category at the 4th Shito-Kai Open Karate Championship 2024

2024

Damia Emilsya Binti Mohd Zakaria competed in the women's category for the 150 kg tyre flip at Permata Gym Johan Setia on March 10, 2024.



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