







# **Programme Structure**

#### Semester 1

- FA1: Recording Financial Transactions
- MA1: Management Information
- FBT: Foundation in Business and Technology
- Effective English

### Semester 2

- FA2: Maintaining Financial Records
- MA2: Managing Costs & Finance
- Essential English

### Semester 3

- FFA: Foundation in Financial Accounting
- FMA: Foundation in Management Accounting
- FIP: Foundation in Professionalism

# **Minimum Entry Requirements**

Sijil Pelajaran Malaysia (SPM)	A pass in SPM or equivalent with a minimum of 5 credits including Mathematics and English.
0-Level	Pass O-Level with a minimum Grade C in five (5) subjects including Mathematics and English.
Unified Examination Certificate (UEC)	Minimum of Grade B in 5 subjects including Mathematics and English.
Other Qualifications	Other equivalent qualifications recognised by the Ministry of Higher Education.

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