

ENTRY REQUIREMENTS

Candidates with the following criteria will be eligible to be considered for admission into the graduate diploma programmes:

(1) REGULAR ENTRY

For candidates who possess a minimum of two (2) Principals in STPM or equivalent qualifications.

(2) OPEN ENTRY

(I) Age

Candidates must be at least 21 years of age on 1st January of the year of application.

(II) Academic Qualifications

- a. STPM / HSC / A-Levels with at least one (1) Principal or other equivalent qualifications can be accorded direct admission into the degree programmes. or
- b. PMR / SPM / MCE / UEC or equivalent qualifications subject to an assessment of work experience, prior learning experience and / or a diagnostic test to assess the academic aptitude, interest and suitability for tertiary level studies.

Candidates who display potential difficulties in undertaking tertiary studies will be required to undergo and successfully complete a Headstart programme.

SUPPORT SERVICES

Learning resources include a variety of specially designed open learning study materials in print and audio-visual; access to online interactive and Web-based communications. Libraries and other administrative support are also available at the regional learning offices.

DURATION OF STUDY

The minimum number of years to complete a graduate diploma programme is 3 years. You are allowed to take a maximum of 4 courses but not more than 15 credits per semester. A student must complete 70 credit hours and obtain a minimum CGPA of 2.0 to be eligible for graduation.

APPLICATION PROCEDURES

Application forms can be obtained from the Regional Offices or downloaded from the website. The duly completed forms must be returned to the respective Regional Offices or posted to the Wawasan Open University Main Campus.

Contact Us

Main Campus

Wawasan Open University (700364-W)
54 Jalan Sultan Ahmad Shah, 10050 Penang, Malaysia.
Email: enquiry@wou.edu.my Fax: 04-226 9323

For enquiries on courses and programmes: **1-300-888-WOU(968)**
For general queries: **04-228 9323**

Regional & Support Offices

PENANG | KUALA LUMPUR | JOHOR BAHRU | KUCHING
IPOH | PETALING JAYA | KOTA BHARU

(All Regional Offices are closed on Mondays, except Kota Bharu Regional Office which is closed on Sundays)

For further details, visit wou.edu.my

KPT/JPS/DFT/JUS/PO1



the people's university

SCHOOL OF BUSINESS AND ADMINISTRATION

Graduate Diploma in Business Accounting

JPT/BPP(U)1000-801/61(4)8/14



Flexible • Affordable • Accessible

PROGRAMME OUTLINE

The programme is designed to equip students with the theory and practical knowledge in business accounting and thus, build the intellectual capacity of students to define, analyse and solve structured / unstructured business problems. At the end of the programme, graduates will be able to effectively apply basic knowledge of accounting such as in financial accounting as well as cost and management accounting to the day-to-day accounting and business operations of their organisations.

CAREER OPPORTUNITIES

Graduates are equipped for an accounting career in the modern business environment. Being equipped with IT and communication skills will further enhance graduates' marketability in accounting, business, information technology and other related industries.

Graduates can seek career choices as junior accounts executives or accounting technicians who can work closely with professional accountants in providing accounting and related business support roles.

Those who wish to join the world of accountancy and finance may seek job opportunities in the field of accounting, audit, finance, management, e-business, share-broking, banking, real estate or manage their own enterprise.

STUDY PATHWAY



The programme offers flexibility to you in your selection of courses. To ensure that you can complete your graduate diploma programme within three years, it is suggested that you follow the study pathway listed above.

GRADUATION REQUIREMENTS

Course Category	MPW Courses	University Courses	Basic Major Courses	Core Major Courses	Elective Courses
No. of Courses	3	5	5	2	1
Credits Earned	9	21	25	10	5

You'll be awarded the relevant Graduate Diploma certificate upon completion of at least 70 credit hours with a minimum CGPA of 2.0.

PROGRAMME COMPONENTS

MPW Courses	University Courses	Basic Major Courses	Core Major Courses	Elective Courses (Choose 1 Course)
<ul style="list-style-type: none"> Bahasa Kebangsaan A or Bahasa Kebangsaan B Malaysian Studies Pengajian Islam or Pendidikan Moral 	<ul style="list-style-type: none"> University Mathematics B Learning Skills for University Studies Basic Computing and the Internet Communication Skills for the Workplace 	<ul style="list-style-type: none"> Microeconomics Principles and Practices of Management Business Law Business Accounting I Business Accounting II 	<ul style="list-style-type: none"> Cost and Management Accounting Accounting Information Systems 	<ul style="list-style-type: none"> Macroeconomics Business Ethics Financial Management and Analysis Auditing and Assurance Services in Malaysia Taxation in Malaysia
Foundation Courses (Optional)	University Elective Courses (Choose 1 Course)			
<ul style="list-style-type: none"> Foundation English Foundation Mathematics 	<ul style="list-style-type: none"> Advanced Writing Skills for University Studies Entrepreneurship Development 			