LINCOLN UNIVERSITY COLLEGE
DKU016 (B)

2022 SETARA COMPETITIVE UNIVERSITY COLLEGE

ISO 9001:2015 Certified

Bachelor in Business Administration (Human Resource Management)

(N-DL/0414/6/0382) (06/30) (MQA/PA 18231)

PROGRAMME DESCRIPTION

The Bachelor in Business Administration (Human Resource Management) at Lincoln University College, offered in Open and Distance Learning (ODL) mode, is designed to equip students with essential knowledge and skills in managing human capital within organizations. This program covers a wide range of topics including organizational behaviour, talent management, employee relations, and strategic HRM. It focuses on developing competencies in HR strategy, communication, and leadership, preparing graduates for successful careers in human resources across diverse industries. The flexible learning structure of the ODL mode provides students with the opportunity to balance their studies with other commitments.

PROGRAMME AIM

The aim of the Bachelor in Business Administration (Human Resource Management) program is to develop skilled professionals who can effectively manage human resources in organizations. It focuses on building expertise in HRM practices, strategic management, employee relations, and leadership, preparing graduates for successful careers in human resource management. The program aims to produce postgraduates who:

- Have comprehensive knowledge and understanding of human resource management principles and practices to effectively contribute to the development HR in organizations.
- Determine practicality embodying core HR values in their practice exhibiting a commitment to societal well-being and be capable of functioning effectively within teams, displaying strong communication, leadership, and interpersonal skills to address complex HR challenges.
- Are adept at utilizing HR technologies and data analytics, enabling them to effectively manage and leverage HR systems and digital tools in the HR field.
- Demonstrates strong personal skills and entrepreneurial abilities to proactively seek innovative solutions to HR challenges.
- Are committed to lifelong learning and continuous professional development, actively seeking opportunities for personal and professional growth ethically.

CAREER OPPORTUNITIES

Graduates of the Bachelor in Business Administration (Human Resource Management) program can pursue diverse career opportunities in human resources. They can work as Human Resource Managers, Recruitment Specialists, or Employee Relations Managers, responsible for managing talent, employee relations, and organizational development. Other career options include roles such as:

- Human Resource Executives
- Organizational Development Specialist
- Talent Acquisition Manager
- Employee Relations Manager
- Training and Development Officer

DURATION

Full time: 36 months

INTAKE AND ENTRY REQUIREMENTS

March, July, November

Entry Requirements:

i. A pass in Sijil Tinggi Persekolahan Malaysia (STPM) with at least Grade C [Grade Point (GP) 2.00] in any Two subjects*; OR

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

iii. Matriculation or Foundation with at least Cumulative Grade Point Average (CGPA) of 2.00; OR

iv. A Diploma [(Level 4, Malaysian Qualifications Framework (MQF)] with at least CGPA of 2.00; OR

v. An Advanced Diploma (Level 5, MQF) with at least CGPA of 2.00; OR

vi. A Diploma Kemahiran Malaysia (DKM)/Diploma Vokasional Malaysia (DVM) subjected to HEP Senate/ Academic Board's approval**; OR

vii. A Diploma Lanjutan Kemahiran Malaysia (DLKM) subjected to HEP Senate/Academic Board's approval**; Note for (vi) & (vii): The HEPs are to conduct screening and provide necessary guidance specific to the discipline of the programme; OR

viii. Other equivalent qualifications recognised by the Malaysian Government.

Call us :

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No. 2, Jalan Stadium, SS 7/15, Kelana Jaya, 47301, Petaling Jaya, Selangor Darul Ehsan, Malaysia.

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*Additional requirement: A pass in Mathematics and English at Sijil Pelajaran Malaysia (SPM) level or equivalent qualifications (Refer to the Notes (*) below this table).

For International Students:
Achieve a minimum Band 3.0 in Malaysian University English Test (MUET) OR equivalent to The Common European Framework of Reference for Languages (CEFR) (Low B2)**.

International students must have proof of good proficiency in verbal and written English. For example, International English Language Testing System (IELTS) score of 5.5 or its equivalent. If a student does not meet this requirement, Lincoln University College must offer English proficiency courses to ensure that the students' proficiency is sufficient to meet the needs of the programme.

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<tr><td rowspan="3">*</td><td rowspan="3">A pass in Mathematics and English at SPM level or equivalent qualifications (English subject requirement does not apply to international students since they are required to meet certain scores of international English examination and privileged with certain exemptions).</td><td>Can be waived should any other higher qualifications contain Mathematics and English subjects with an equivalent/higher achievement.</td></tr>
<tr><td>Malaysian students using English as the medium of instruction in their previous study or with at least Band 2 in MUET or equivalent can be exempted from a pass in English requirement.</td></tr>
<tr><td>Those without a pass in Mathematics and/or English at SPM level or equivalent can be admitted but are required to attend special enhancement course(s). Those special enhancement courses should be SPM equivalent, remedial in nature. Students must pass the Mathematics and English enhancement courses as a prerequisite to related core courses taught in English.</td></tr>
<tr><td rowspan="2">**</td><td colspan="2">For Public Universities: Refer to Surat JPT.S(BPKP)2000/400/04/01 Jld.5 (53), 20th November, 2019 - Pindaan syarat kelayakan minimum (Syarat am) Diploma TVET (DKM, DLKM, DVM) sebagai syarat kelayakan masuk ke program ljazah Sarjana Muda di Universiti Awam (UA).</td></tr>
<tr><td colspan="2">For Private Higher Educational Institutions: Refer to Surat JPT/GS 1000-606 Jld. 2(23), 21st April, 2020 - Kemasukan Pelajar Lulusan Diploma Kemahiran Malaysia (DKM), Diploma Lanjutan Kemahiran Malaysia (DLKM) dan Diploma Vokasional Malaysia (DVM) ke Peringkat Sarjana Muda (Tahap 6 MQF) atau yang setara dengannya di Institusi Pendidikan Tinggi Swasta.</td></tr>
<tr><td>***</td><td colspan="2">Refer to Surat JPT/GS 1000/630 (41), 9th December 2019 - Syarat Kompetensi Bahasa lnggeris Kepada Pelajar Antarabangsa for equivalent English language assessments and score.</td></tr>
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