

## **{tab=Programme Details}**

DPA is a programme that covers administration, Law, quantitative science, accounting and economic. The graduate will be prepared to hold positions as administrators in both the public and private sectors. The graduates will also be able to further their studies in other undergraduate areas such as economics, management, administration, law, etc.

As many as 10,000 graduates are currently holding various post in both public and private sectors. Using DPA as a foundation, there are graduates who have ventured to other fields such as law, economics and management. So, how about YOU? Just follow the footsteps by applying DPA.

## **Entry Requirements**

SPM / SPMV with 5 credits for any subject, which 3 out of 5 credits are English, Mathematics and Bahasa Melayu respectively.

## **{tab=Course Outline}**

### **Semester 1**

- Introduction to Political Science
- Computer & Information
- Business Mathematics
- Fundamental Principle Processing of Islam
- Preparatory English
- Co-curriculum

### **Semester 2**

- Government and politics
- Elements of management
- Micro Economics
- Accounting I
- Pendidikan Islam Asas II
- Language skills II
- Co-curriculum

### **Semester 3**

- Current Issues in Malaysia
- Public Administration Principle
- Macro Economics
- Accounting II
- Pendidikan Islam III
- Language skills IV

### **Semester 4**

- Office Management
- Personnel Administration
- Malaysia Legal System
- Business Mathematics
- Tamadun Islam & Tamadun asia
- Language Skills IV

### **Semester 5**

- Local Government Administration
- Practical training/Project paper
- Dimensi Budaya Sosial dlm Organisasi
- Entrepreneurship
- Pentadbiran Islam I
- Language Skills V

## Semester 6

- Development Administration
- Finance Administration
- Current issues in South East Asia
- Business Law
- Pentadbiran Islam II
- Research Project

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