

INSTITUTE OF POSTGRADUATE STUDIES

STUDENT HANDBOOK

Updated Version_July_2025



TABLE CONTENTS



- Board of Director
- Vice Chancellor Foreword
- Dean Foreword
- University Background
- Distinguished Lecturer
- Program Overview & Details
- Supervisory Structure
- Appendix A : Fee Structure – Masters Program
- Appendix B : Fee Structure – Doctor of Philosophy in Management (PhD)
- Appendix C : Online Registration Form
- Appendix D : Conditional Offer of Admission
- Appendix E : Confirmation of Acceptance
- Appendix F : Thesis Guidelines
- Appendix G : Case Study Template
- Appendix H : Thesis Template
- Appendix I : IPGS Forms
- Contact

HANDBOOK INTRODUCTION

This Postgraduate Student Handbook is designed to serve as a comprehensive and accessible reference for all postgraduate students at Innovative University College (IUC). It provides essential information and structured guidance to support students throughout their academic journey, from enrolment to graduation.

The primary objectives of this handbook are to:

- Ensure a clear understanding of the structure, requirements, and expectations of IUC's postgraduate programs.
- Guide students through academic processes including registration, coursework, supervision, thesis preparation, assessments, and graduation.
- Clarify the roles and responsibilities of students, supervisors, academic advisors, and administrative departments.
- Promote awareness of institutional policies, academic integrity, and compliance with national regulatory frameworks (e.g., MQA standards).
- Support students in navigating academic support services, grievance procedures, and available resources.
- Empower students to actively manage their learning, meet milestones, and succeed in their postgraduate research and coursework.

As a living document, this handbook will be reviewed and updated periodically to reflect institutional developments, regulatory changes, and continuous quality improvement initiatives.

By adhering to the information and guidelines contained within this handbook, postgraduate students are better equipped to make informed decisions and achieve academic success at IUC.

Board of Directors



Puan Shahawati Umar



**Datuk Wira Dr.
Azizan Osman**



**Encik Muhammad Anas
Mohd Bukhori**

"Behind every step forward is a team of visionary leaders."

Welcome Message

Assalamualaikum and Happy Greetings.

Welcome to Innovative University College or IUC. At IUC, we provide a new experience in teaching and learning by emphasizing the work-based education process or Work Based Education or Work Based Learning (WBL).

IUC offers industry-based academic programs, equipped with the latest technology such as Artificial Intelligence (AI) to ensure students not only get quality education but also exposure in related industries.

At IUC, we are committed to providing a conducive learning environment with modern facilities and experienced teaching staff. We strive to produce graduates who are competitive, innovative, and ready to face the future in an ever-changing career world.

This handbook is expected to give you a little insight and pointers in exploring MBA at IUC.

Selamat Maju Jaya to you for successfully choosing IUC as your study destination.



**DATO' PROFESSOR EMERITUS DR
HASHIM YAACOB
Chancellor
Innovative University College**

Dean's Foreword

Dear Esteemed Faculty, Staff,
Students, and Distinguished Guests,

It is with immense pride and pleasure that I welcome you to the Faculty of Business, Economics and Finance at Innovative University College. As the Dean of this distinguished institution, I am honored to stand before you and extend my warmest greetings to all who contribute to the vibrant academic community within these walls.

Our Faculty is a dynamic hub of knowledge, innovation, and collaboration. Here, we cultivate a culture that values academic excellence, ethical leadership, and a commitment to making a positive impact on the world. Whether you are a seasoned professor, a dedicated staff member, or an ambitious student embarking on your educational journey, you are an integral part of our collective mission to advance knowledge and transform lives.

In an ever-evolving global landscape, the disciplines of Business, Economics and Finance play a pivotal role in shaping the future. As stewards of knowledge, we bear the responsibility of equipping our students with the skills and insights needed to navigate the complexities of the modern world. Our commitment to fostering critical thinking, ethical decision-making, and a global perspective prepares our graduates to be leaders and change-makers in their chosen fields.

Together, we can push the boundaries of knowledge, inspire one another, and contribute to the positive transformation of our society.



**ASSOC. PROF.
DR. AZRI USMAN**

**Deputy Vice Chancellor of
Academics.
Dean Faculty of Business
and Economics Studies.**

BACKGROUND INNOVATIVE UNIVERSITY COLLEGE

Innovative University College is a Private Higher Education Institution (IPTS) registered under the Ministry of Higher Education (KPT) Malaysia. It offers various study programs that are recognized and accredited by the Malaysian Qualifications Agency (MQA). Innovative University College holds the registration certificate with reference number JPT/BPP(D) 1000-701/42 Jld. 2 (7), registration certificate number DKU054(B), and has been awarded the MS ISO 9001:2015 certification for its Quality Management System.



25 YEARS OF EXPERIENCE



Innovative University College has operated more than 25 years in Petaling Jaya, Selangor. Throughout this period, it has proven its capability in providing high-quality education.

EXCELLENT RATING

In 2018/2019, Innovative University College received a 3-star rating from MyQUEST. In 2022, it was recognized as "Competitive" by MyQUEST.



Our Distinguished Lecturer.



ASSOC. PROF. DR. AZRI BIN USMAN

- DOCTOR OF PHILOSOPHY UNIVERSITI TEKNOLOGI MALAYSIA (UTM) AZMAN HASHIM INTERNATIONAL BUSINESS SCHOOL
- MASTER OF POLITICAL SCIENCE UNIVERSITI KEBANGSAAN MALAYSIA (UKM)
- MASTER OF SOCIAL SCIENCE (GEOGRAPHY) UNIVERSITI KEBANGSAAN MALAYSIA (UKM)
- POSTGRADUATE DIPLOMA IN ECONOMICS UNIVERSITI KEBANGSAAN MALAYSIA (UKM)
- FACULTY OF ECONOMICS AND MANAGEMENT
- MASTER OF MANAGERIAL PSYCHOLOGY HELP UNIVERSITY DEPARTMENT OF PSYCHOLOGY



DR. MOHD ANUAR SULAIMAN

- DOCTOR OF PHILOSOPHY IN TRANSPORT AND LOGISTICS UNIVERSITI TEKNOLOGI MARA (UITM)
- MASTER IN BUSINESS ADMIN (FINANCE) UNIVERSITI UTARA MALAYSIA (UUM)
- BACHELOR IN INTERNATIONAL BUSINESS MANAGEMENT UNIVERSITI UTARA MALAYSIA (UUM)
- HEAD OF RESEARCH - LOGISTIC & ENTREPRENEURSHIP
- HEAD OF ENTREPRENEURSHIP SOFTSKILL PROGRAM
- SENIOR MASTER TRAINER ENTREPRENEURSHIP SOFTSKILL PROGRAM

Our Distinguished Lecturer.



DR. HJH AZIHAN OTHMAN

- PHD IN MANAGEMENT (MARCH 2021) DRB-HICOM UNIVERSITY OF AUTOMOTIVE MALAYSIA, PEKAN, PAHANG, MALAYSIA
- MASTER OF BUSINESS ADMINISTRATION(1987) UNITED STATES INTERNATIONAL UNIVERSITY, SAN DIEGO, CALIFORNIA, UNITED STATES OF AMERICA
- BACHELOR OF BUSINESS ADMINISTRATION NORTHEAST LOUISIANA UNIVERSITY (UNIVERSITY OF LOUISIANA), MONROE, LOUISIANA, USA.
- BACHELOR OF SCIENCE IN FINANCEM (1986) NORTHERN ILLINOIS UNIVERSITY, DEKALB, ILLINOIS, UNITED STATES OF AMERICA



DR. NOORZAREITH SOFEIA BTE NOORDIN

- DOCTOR OF BUSINESS ADMINISTRATION TWINTECH INTERNATIONAL UNIVERSITY - ONGOING
- DOCTORATE IN EDUCATION - OPEN UNIVERSITY MALAYSIA
- MASTER IN BUSINESS ADMINISTRATION - OPEN UNIVERSITY MALAYSIA
- BACHELOR OF HUMAN RESOURCE DEVELOPMENT - UNIVERSITI MALAYSIA SARAWAK

Our Distinguished Lecturer.



PROFESSOR DR. FAIROL BIN HAJI HALIM, BCK

- PHD. (MARKETING), UNIVERSITI UTARA MALAYSIA
- M.B.A. (MARKETING), MALAYSIAN GRADUATE SCHOOL OF MANAGEMENT, UNIVERSITI PUTRA MALAYSIA
- B.B.A. (HONS.) (MARKETING), UNIVERSITI TEKNOLOGI MARA
- DIPLOMA IN BUSINESS STUDIES, UNIVERSITI TEKNOLOGI MARA



PROFESSOR DR. SOFRI YAHYA

- DOCTOR OF PHYLOSOPHY - SOUTHAMPTON UNIVERSITY ENGLAND
- MASTER OF SCIENCE - SOUTHAMPTON UNIVERSITY ENGLAND
- BACHELOR OF BUSINESS ADMINISTRATION - EASTERN MICHIGAN UNIVERSITY, UNITED STATES

Our Distinguished Lecturer.



DR. AZILAH BINTI ANIS

- DOCTOR OF PHILOSOPHY BUSINESS ADMINISTRATION - INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA (IIUM), GOMBAK, MALAYSIA
- MASTER SCIENCE IN QUANTITATIVE SCIENCE (MAJORING IN OPERATIONS MANAGEMENT) - UNIVERSITI TEKNOLOGI MARA, SHAH ALAM.
- BACHELOR OF SCIENCE IN RESOURCE ECONOMICS (MAJORING IN ECONOMICS PLANNING AND DEVELOPMENT) - UNIVERSITI PERTANIAN MALAYSIA, SERDANG
- CERTIFIED HALAL LOGISTICS PROFESSIONALS - MALAYSIAN INSTITUTE OF PURCHASING AND MATERIALS MANAGEMENT (MIPMM)
- CERTIFICATION IN TRAINING, TRAIN THE TRAINER- HUMAN RESOURCES DEVELOPMENT FUND, MALAYSIA
- CHARTERED MEMBER FOR THE CHARTERED OF LOGISTICS AND TRANSPORT MALAYSIA

POSTGRADUATES PROGRAMS



**MASTER OF BUSINESS
ADMINISTRATION**

**MASTER OF BUSINESS
MANAGEMENT**

**DOCTOR OF
PHILOSOPHY IN
MANAGEMENT (PHD)**

MASTER OF BUSINESS ADMINISTRATION

By
Coursework



PROGRAM OVERVIEW.

The Master of Business Administration (MBA) programme is designed to provide a balance between fundamental business knowledge and emerging leadership abilities.

Unlike other postgraduate programme which provide further specialisation in a specific field, MBA interdisciplinary drawing from the fields of management, economics, accounting and finance, marketing, information technology, etc.

INTAKE : Monthly intake throughout the year

DURATION : 1 Year (Full Time)

Online Application Process



OR



Click Here



Visit our official Website at www.innovative.edu.my

Fill in our registration form:

Fill in your personal information.

Fill in your previous academic qualification.

Submit and wait while your application is being reviewed by our team.

The result of your application shall take within 1-3 working days.

www.innovative.edu.my

Offline Application Process



Visit our head quarters office at Unit G1.35, Main Lobby Block C, Kelana Square Jalan SS 7/26, 47301 Petaling Jaya Selangor.

Bring along your personal identification documents.

Bring your previous academic qualification transcript / certificates.

Your application is complete and our registry team will contact you regarding the application status.

The result of your application shall take within 1-3 working days.

www.innovative.edu.my

ADMISSION REQUIREMENT

LOCAL STUDENT

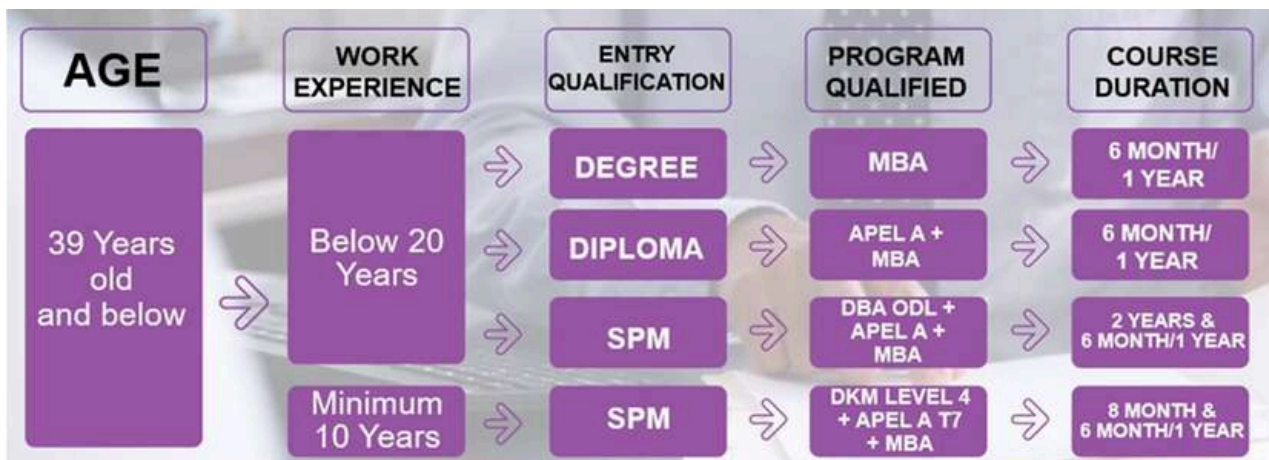
Degree Holders:

i.A Bachelor's Degree (MQF Level 6) in a related field with a minimum CGPA of 2.50 or its equivalent as approved by the Senate of the Higher Education Provider (HEP); or

ii.A Bachelor's Degree (MQF Level 6) in a related field or its equivalent with a minimum CGPA of 2.00 but not meeting 2.50 may be accepted, subject to rigorous internal assessment; or

iii.Candidates with qualifications not in a related field or without relevant work experience are required to undergo prerequisite courses as determined by the HEP, and must meet the minimum CGPA requirements as stated in items (i) to (ii).

Non-Degree Holders:



Qualification Requirement

- Minimum age of 35 years, having a good Diploma or
 - Equivalent and more than 10 years working experience;
- OR
- Apply through Accredited Prior Experiential Learning (APEL).

ADMISSION REQUIREMENT

INTERNATIONAL STUDENT

International students are required to achieve a **minimum Band 4 in MUET** or its equivalent, in accordance with the requirements set by the Department of Higher Education (JPT) and the Malaysian Qualifications Agency (MQA).

i. A Bachelor's Degree (MQF Level 6) in a related field with a minimum CGPA of 2.50

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or

ii. A Bachelor's Degree (MQF Level 6) in a related field or its equivalent with a minimum CGPA of 2.00 but not meeting 2.50 may be accepted, subject to rigorous internal assessment;

or

iii. Candidates with qualifications not in a related field or without relevant work experience are required to undergo prerequisite courses as determined by the HEP, and must meet the minimum CGPA requirements as stated in items (i) to (ii).

Program Learning & Outcomes

VALUE IMPROVEMENT

Continuous self-improvement in academic and career development by evaluating theories and concepts in business world.

SKILLS DEVELOPMENT

Display entrepreneurship skills in resolving business problems and professionalism in managing business organisations.

CRITICAL THINKING

Resolve complex problems by providing recommendations to business organisations.

A BETTER LEADER

Display leadership skills and responsibility in managing business organisations and organize complex task within the organisations.

DIGITAL LITERACY

Demonstrate relevant digital skills for study. Interpret numerical, qualitative and graphical data to support decision-making and problem-solving in study.

COMMUNICATION & COLLABORATION

Demonstrate effective and cogent written and oral collaborative and communication skills with diverse stakeholders.

Course Structure :

Year	Semester	Duration	Course	Code	Classification	Credit	
1	1	17 Weeks	Accounting and Finance For Decision Making	MBA 1153	Common Core	3	
			Business Analysis	MBA 1243	Common Core	3	
			Business Economic	MBA 1233	Common Core	3	
			Organisational Behaviour	MBA 1123	Common Core	3	
			Strategic Marketing	MBA 1223	Common Core	3	
	Total Credit Semester 1						15
	2	17 Weeks	Digital Business	MBA 1143	Common Core	3	
			Innovation and Technology Entrepreneurship	MBA 1213	Common Core	3	
			International Business Management & Policy	MBA 1133	Common Core	3	
			Strategic Human Resources Management	MBA 1153	Common Core	3	
			Research Methodology	MBA 1312	Common Core	2	
	Total Credit Semester 2						14
	3	9 Weeks	Strategic Management	MBA 1113	Common Core	3	
			Project	MBA 1328	Project	8	
		Total Credit Semester 3					
	TOTAL GRADUATION CREDIT HOURS						40

Full Time Study Plan

Year	Semester	Duration	Course	Code	Classification	Credit
1	1	17 Weeks	Accounting and Finance For Decision Making	MBA 1153	Common Core	3
			Business Analysis	MBA 1243	Common Core	3
			Business Economic	MBA 1233	Common Core	3
			Organisational Behaviour	MBA 1123	Common Core	3
			Strategic Marketing	MBA 1223	Common Core	3
	Total Credit Semester 1					15
	2	17 Weeks	Digital Business	MBA 1143	Common Core	3
			Innovation and Technology Entrepreneurship	MBA 1213	Common Core	3
			International Business Management & Policy	MBA 1133	Common Core	3
			Strategic Human Resources Management	MBA 1153	Common Core	3
			Research Methodology	MBA 1312	Common Core	2
	Total Credit Semester 2					14
	3	9 Weeks	Strategic Management	MBA 1113	Common Core	3
			Project	MBA 1328	Project	8
		Total Credit Semester 3				
TOTAL GRADUATION CREDIT HOURS					40	

Full Time Study Plan

Weekday Class Schedule

Semester	Day	Time	Courses	Credit	Duration
1	Monday	9:00 AM – 12:00 PM	MBA 1153 - Accounting & Finance for Decision Making	3	17 Weeks
	Tuesday	9:00 AM – 12:00 PM	MBA 1243 - Business Analytics	3	
	Wednesday	9:00 AM – 12:00 PM	MBA 1233 - Business Economic	3	
	Thursday	9:00 AM – 12:00 PM	MBA 1123 - Organizational Behaviour	3	
	Friday	9:00 AM – 12:00 PM	MBA 1123 - Strategic Marketing	3	

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Full Time Study Plan

Weekday Class Schedule

Semester	Day	Time	Courses	Credit	Duration
2	Monday	9:00 AM – 12:00 PM	MBA 1143 - Digital Business	3	17 Weeks
	Tuesday	9:00 AM – 12:00 PM	MBA 1213 - Innovation & Tech Entrepreneurship	3	
	Wednesday	9:00 AM – 12:00 PM	MBA 1133 - International Business Management & Policy	3	
	Thursday	9:00 AM – 12:00 PM	MBA 1253 – Strategic Human Resources Management	3	
	Friday	9:00 AM – 12:00 PM	MBA 1312 – Research Methodology	2	
3	Monday	9:00 AM – 12:00 PM	MBA 1113 – Strategic Management	3	9 Weeks
	Tuesday & Thursday	9:00 AM – 12:00 PM	MBA 1326 - Project	8	

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Full Time Study Plan

Weekend Class Schedule

Semester	Day	Time	Courses	Credit	Duration
1	Saturday	8:00 PM – 11:00 PM	MBA 1153 - Accounting & Finance for Decision Making	3	17 Weeks
	Sunday	8:00 PM – 11:00 PM	MBA 1243 - Business Analytics	3	
	Saturday	8:00 PM – 11:00 PM	MBA 1233 - Business Economic	3	
	Sunday	8:00 PM – 11:00 PM	MBA 1123 - Organizational Behaviour	3	
	Weekend Rotation	8:00 PM – 11:00 PM	MBA 1123 - Strategic Marketing	3	

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Full Time Study Plan

Weekend Class Schedule

Semester	Day	Time	Courses	Credit	Duration
2	Saturday	8:00 PM – 11:00 PM	MBA 1143 - Digital Business	3	17 Weeks
	Sunday	8:00 PM – 11:00 PM	MBA 1213 - Innovation & Tech Entrepreneurship	3	
	Saturday	8:00 PM – 11:00 PM	MBA 1133 - International Business Management & Policy	3	
	Sunday	8:00 PM – 11:00 PM	MBA 1253 – Strategic Human Resources Management	3	
	Saturday	8:00 PM – 11:00 PM	MBA 1312 – Research Methodology	2	
3	Sunday	8:00 PM – 11:00 PM	MBA 1113 – Strategic Management	3	9 Weeks
	Saturday	8:00 PM – 11:00 PM	MBA 1326 - Project	8	

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Mode of Delivery

ONLINE & PHYSICAL LECTURE

ASSESSMENT METHOD

- Case Study / Action Learning.
- Assignment / Presentation.
- Project / Dissertation.

01

CASE STUDY

Instructional method used to assigned scenarios based on situations in which require observation, analyzing, recording, implementing, concluding, summarizing, or recommending. Created and used as a tool for analysis and discussion.

02

ASSIGNMENT

Written task or project to complete as part of coursework. Including research, analysis, and writing.

03

FINAL ASSESSMENT

A final project assigned as final assessment before completing the module.

Grading Scale

GRADE AND POINTS VALUES

Mark	Grade	Point Value	Status
80 – 100	A	4.00	Excellent
75 – 79	A-	3.75	Very Good
70 – 74	B+	3.50	Good
65 – 69	B	3.00	PASS
60 – 64	B-	2.75	Marginal Pass
55 – 59	C+	2.50	
50 – 54	C	2.00	
45 - 49	C-	1.75	FAIL
40 – 44	D+	1.50	
35 – 39	D	1.00	
0 - 34	F	0.00	

Marginal Pass

Marginal Pass (MP) is a special grade awarded to students who are close to meeting the minimum passing mark (50%) in a specific course/module, subject to comprehensive evaluation and approval by the academic committee.

Grade	Grade Point Average (GPA)	Percentage %	Status
B-	2.75	60 – 64	Pass
C+	2.5	55 – 59	Pass
C	2	50 – 54	Minimum Pass
MP	2.00 (C)	50 (lowest)	Marginal Pass

Marginal Pass Determination Mechanism :

Mark Review – A re-evaluation of the final marks by the lecturer or review panel based on the rubric and assessment evidence.

Comprehensive Academic Consideration – A review of attendance, assignments, student attitude, class participation, and academic justification.

Academic Committee Approval – Endorsed by the Faculty/Programme Academic Committee or a Special Evaluation Panel..

Official Record and Documentation – The MP grade is recorded in the academic system and stated in the transcript with a special remark.

Conditions and Limitations for Granting MP:

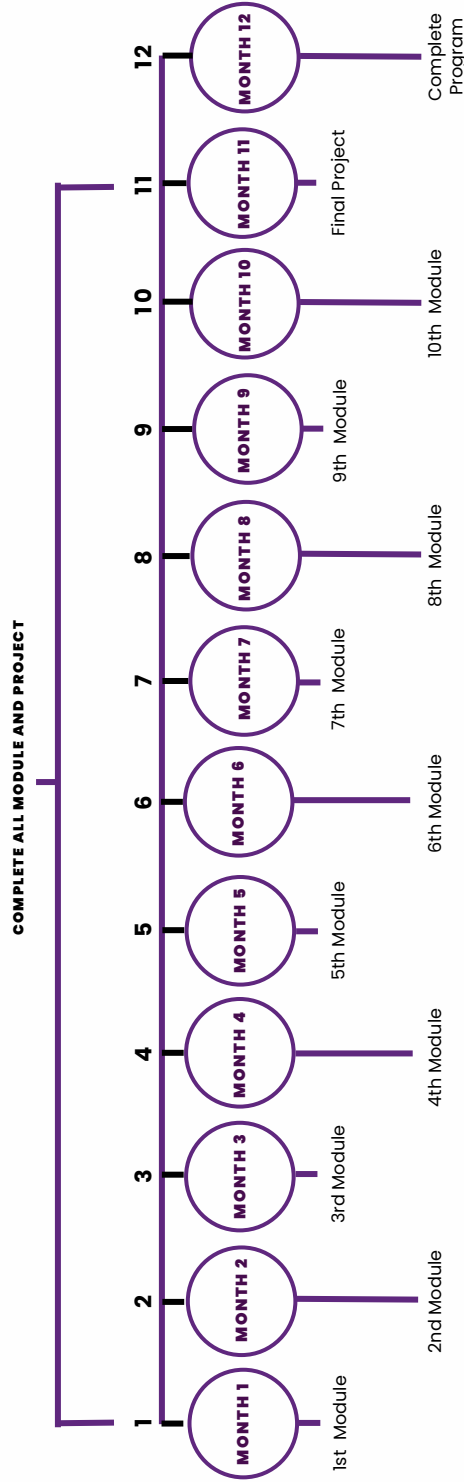
- Applicable only to specific core courses/modules
- The student's final mark must reach a minimum of 50%. Marks below 50% are not eligible for MP
- Only allowed a maximum of 1–2 times throughout the duration of study
- Not applicable to elective courses, project courses, or the final thesis
- Students who receive an MP will be monitored and encouraged to seek further academic guidance

Additional Notes

The Marginal Pass (MP) grade is not an automatic pass route but a special mechanism that provides academic consideration for students who are at the borderline of passing. The use of MP must be recorded and endorsed in an official academic meeting.

Program Pathway :

Coursework (FULL TIME)



12 MONTH
Attend class (online or offline)
and complete 1 module every month.

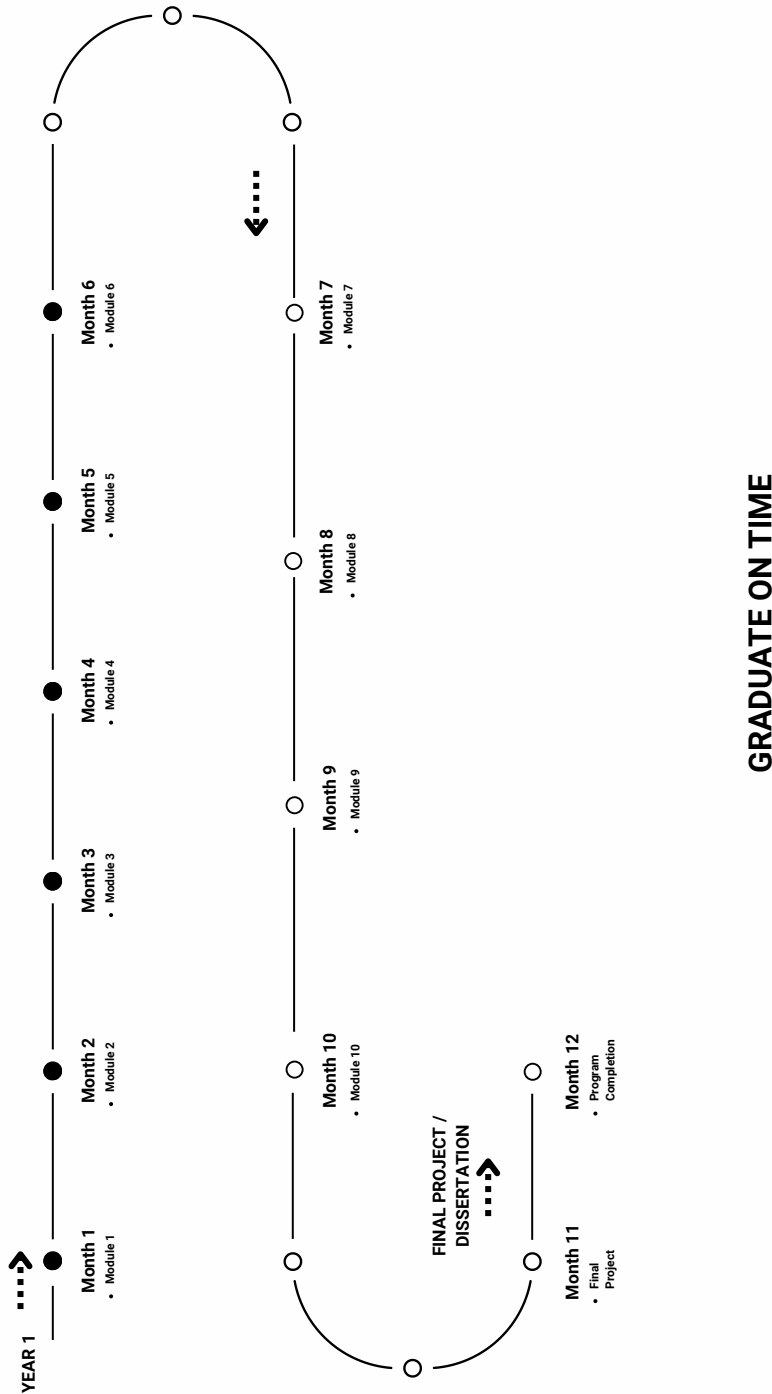
Program Pathway :

Coursework (FULL TIME)

	MBA 1312 - RESEARCH METHODOLOGY
Subject 1	MBA 1113 - Strategic Management.
Subject 2	MBA 1133 - International Business Management and Policy
Subject 3	MBA 1123 - Organisational Behaviour
Subject 4	MBA 1253 - Strategic Human Resource Management
Subject 5	MBA 1143 - Digital Business
Subject 6	MBA 1243 - Business Analytics
Subject 7	MBA 1153 - Accounting and Finance for Decision Making
Subject 8	MBA 1233 - Business Economics
Subject 9	MBA 1223 - Strategic Marketing
Subject 10	MBA 1213 - Innovation and Technology Entrepreneurship
	MBA 1328 - Project

Graduate on Time (GOT) Timeline

MASTER OF BUSINESS ADMINISTRATION (MBA) PROGRAM



Student Access

01.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on Timetable tab.
- Steps 3 : View timetable.



How to access
your time
table.

02.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on Academic tab.
- Steps 3 : Click on Course List.



Where to see
your subject
list and code.

03.

- Steps 1 : Log in Open Learning system.
- Steps 2 : Key in your user name and ID
- Steps 3 : Choose the subject.
- Steps 4 : Access the material.



How to access
the learning
material.

04.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on finance tab.
- Steps 3 : Select Statement of account.
- Steps 4 : Select Ledger.



How to see your
personal info, fee,
important
announcement &
others.

MASTER OF BUSINESS MANAGEMENT By Mixed-Mode



MASTER OF BUSINESS MANAGEMENT

ACCELERATE YOUR CAREER

PROGRAM OVERVIEW.

Master of Business Management (MBM) program is designed for professionals and aspiring managers seeking to enhance their leadership, strategic thinking, and managerial capabilities. Unlike other postgraduate programme which provide further specialisation in a specific field, MBA interdisciplinary drawing from the fields of management, economics, accounting and finance, marketing, information technology, etc.

The program provides a comprehensive foundation in business principles while focusing on the application of theoretical knowledge to real-world challenges. Through a mix of coursework, case studies, and industry engagement, graduates will be equipped with the skills to succeed in competitive global markets.

INTAKE : Monthly intake throughout the year

DURATION : 1 Year (Full Time)

Online Application Process



OR



Click Here



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Fill in your personal information.

Fill in your previous academic qualification.

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www.innovative.edu.my

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LOCAL STUDENT

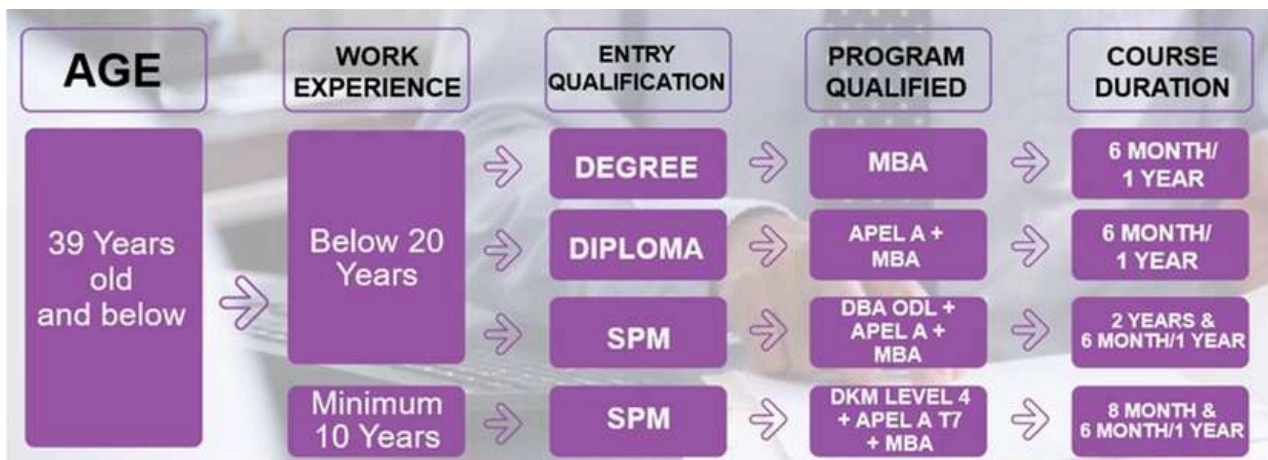
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Non-Degree Holders:



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Program Learning & Outcomes

EVALUATE THEORIES AND CONCEPTS IN BUSINESS.

RESOLVE COMPLEX PROBLEMS BY PROVIDING
RECOMMENDATIONS TO BUSINESS ORGANISATIONS

ORGANISE COMPLEX TASKS/OPERATIONS
ETHICALLY AND FLEXIBLY WITHIN BUSINESS
ORGANISATIONS.

DEMONSTRATE ADVANCED WRITTEN AND ORAL
COMMUNICATION SKILLS IN ENGAGING AND
COLLABORATING WITH DIVERSE STAKEHOLDERS IN
COMPLEX PROFESSIONAL OR ACADEMIC CONTEXTS.

COMMUNICATE CLEARLY, EFFECTIVELY, AND
PROFESSIONALLY IN BOTH WRITTEN AND ORAL
FORMS WITH A RANGE OF STAKEHOLDERS IN
COMPLEX AND MULTIDISCIPLINARY CONTEXTS.

DEMONSTRATE ADVANCED DIGITAL SKILLS TO
CRITICALLY EVALUATE, MANAGE, AND APPLY
RELEVANT DIGITAL TOOLS AND TECHNOLOGIES IN
ACADEMIC AND PROFESSIONAL CONTEXTS

INTERPRET NUMERICAL, QUALITATIVE AND
GRAPHICAL DATA TO SUPPORT DECISION-MAKING
AND PROBLEM-SOLVING IN /STUDY

DISPLAY LEADERSHIP SKILLS AND
RESPONSIBILITY IN MANAGING BUSINESS
ORGANIZATIONS.

EXHIBIT AUTONOMY AND COMMITMENT TO
CONTINUOUS PROFESSIONAL DEVELOPMENT
AND ACADEMIC ADVANCEMENT THROUGH SELF-
DIRECTED LEARNING AND REFLECTIVE
PRACTICES

DISPLAY ENTREPRENEURSHIP SKILLS IN
RESOLVING BUSINESS PROBLEMS

DISPLAY PROFESSIONALISM IN MANAGING
BUSINESS ORGANIZATIONS

Course Structure :

Year	Semester	Duration	Course	Code	Classification	Credit	
1	1	17 Weeks	Total Quality Management	MBM1113	Discipline Core	3	
			Leadership	MBM1123	Discipline Core	3	
			Organisational Theory and Design	MBM1133	Discipline Core	3	
			Strategic Marketing	MBM1142	Elective	2	
	Total Credit Semester 1						11
	2	17 Weeks	Project Management	MBM1213	Discipline Core	3	
			Organisational Management	MBM1223	Discipline Core	3	
			Research Methodology	MBM1233	Research Methodology	3	
	Total Credit Semester 2						9
	3	17 Weeks	Dissertation	MBM1320	Discipline Core – Dissertation	20	
	Total Credit Semester 3						20
	TOTAL GRADUATION CREDIT HOURS						40

Full Time Study Plan

Year	Semester	Duration	Courses	Credit
1	1	17 Weeks	MBM1113 - Total Quality Management MBM1123 - Leadership MBM1133 - Organisational Theory and Design MBM1142 - Strategic Marketing	11
	2	17 Weeks	MBM1213 - Project Management MBM1223 - Organisational Management MBM1233 - Research Methodology	9
	3	17 Weeks	MBM1320 - Dissertation	20

Full Time Study Plan

Weekdays Class Schedule

Semester	Day	Time	Courses	Credit	Duration
1	Monday	9:00 AM – 12:00 PM	MBM1113 - Total Quality Management	3	17 Weeks
	Tuesday	9:00 AM – 12:00 PM	MBM1123 - Leadership	3	
	Wednesday	9:00 AM – 12:00 PM	MBM1133 - Organisational Theory and Design	3	
	Thursday	9:00 AM – 12:00 PM	MBM1142 - Strategic Marketing	2	
2	Monday	9:00 AM – 12:00 PM	MBM1213 - Project Management	3	17 Weeks
	Tuesday	9:00 AM – 12:00 PM	MBM1223 - Organisational Management	3	
	Wednesday	9:00 AM – 12:00 PM	MBM1233 - Research Methodology	3	
3	Monday	Full Day	MBM1320 - Dissertation	20	17 Weeks

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Full Time Study Plan

Weekend Class Schedule

Semester	Day	Time	Courses	Credit	Duration
1	Saturday	8:00 PM – 11:00 PM	MBM1113 - Total Quality Management	3	17 Weeks
	Sunday	8:00 PM – 11:00 PM	MBM1123 - Leadership	3	
	Saturday	8:00 PM – 11:00 PM	MBM1133 - Organisational Theory and Design	3	
	Sunday	8:00 PM – 11:00 PM	MBM1142 - Strategic Marketing	2	
2	Saturday	8:00 PM – 11:00 PM	MBM1213 - Project Management	3	17 Weeks
	Sunday	8:00 PM – 11:00 PM	MBM1223 - Organisational Management	3	
	Saturday	8:00 PM – 11:00 PM	MBM1233 - Research Methodology	3	
3	Saturday	Full Day	MBM1320 - Dissertation	20	17 Weeks

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Grading Scale

GRADE AND POINTS VALUES

Mark	Grade	Point Value	Status
80 – 100	A	4.00	Excellent
75 – 79	A-	3.75	Very Good
70 – 74	B+	3.50	Good
65 – 69	B	3.00	PASS
60 – 64	B-	2.75	Marginal Pass
55 – 59	C+	2.50	
50 – 54	C	2.00	
45 - 49	C-	1.75	FAIL
40 – 44	D+	1.50	
35 – 39	D	1.00	
0 - 34	F	0.00	

Marginal Pass

Marginal Pass (MP) is a special grade awarded to students who are close to meeting the minimum passing mark (50%) in a specific course/module, subject to comprehensive evaluation and approval by the academic committee.

Grade	Grade Point Average (GPA)	Percentage %	Status
B-	2.75	60 – 64	Pass
C+	2.5	55 – 59	Pass
C	2	50 – 54	Minimum Pass
MP	2.00 (C)	50 (lowest)	Marginal Pass

Marginal Pass Determination Mechanism :

Mark Review – A re-evaluation of the final marks by the lecturer or review panel based on the rubric and assessment evidence.

Comprehensive Academic Consideration – A review of attendance, assignments, student attitude, class participation, and academic justification.

Academic Committee Approval – Endorsed by the Faculty/Programme Academic Committee or a Special Evaluation Panel..

Official Record and Documentation – The MP grade is recorded in the academic system and stated in the transcript with a special remark.

Conditions and Limitations for Granting MP:

- Applicable only to specific core courses/modules
- The student's final mark must reach a minimum of 50%. Marks below 50% are not eligible for MP
- Only allowed a maximum of 1–2 times throughout the duration of study
- Not applicable to elective courses, project courses, or the final thesis
- Students who receive an MP will be monitored and encouraged to seek further academic guidance

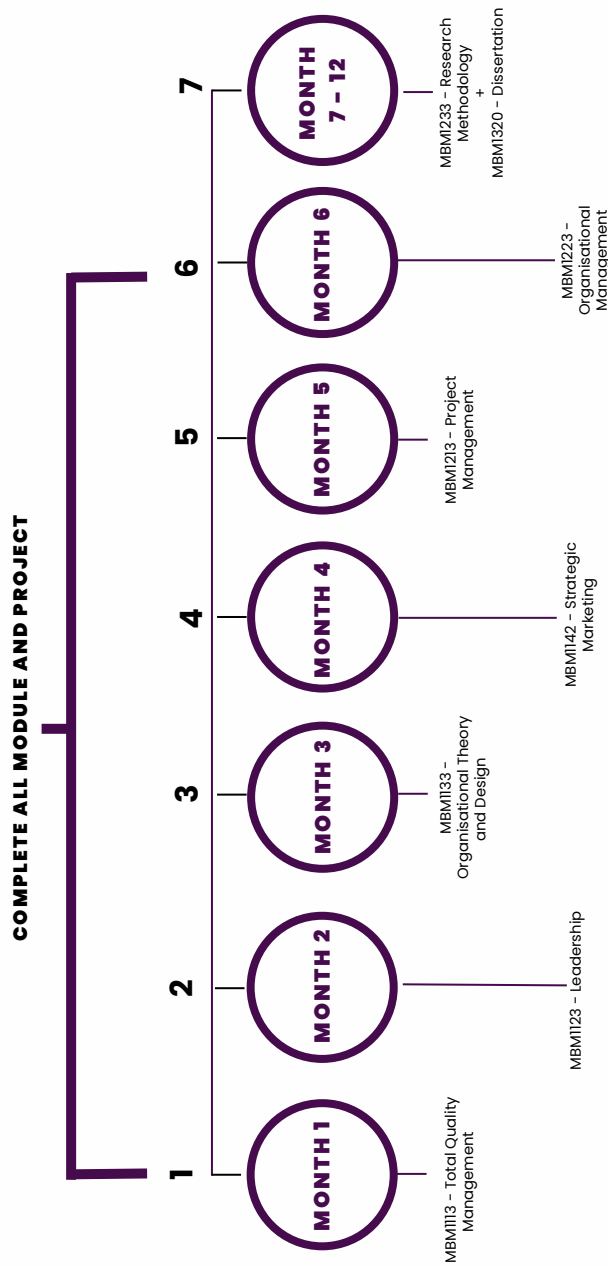
Additional Notes

The Marginal Pass (MP) grade is not an automatic pass route but a special mechanism that provides academic consideration for students who are at the borderline of passing. The use of MP must be recorded and endorsed in an official academic meeting.

Program Pathway :

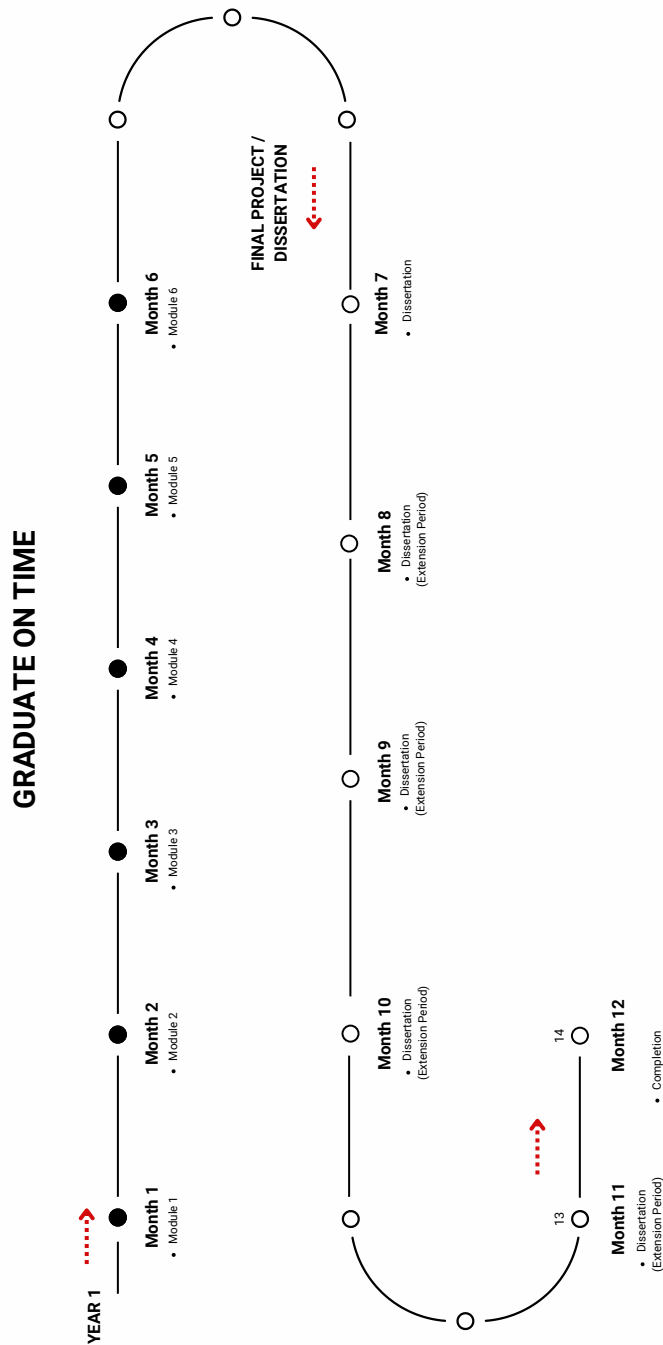
Mixed-Mode (FULL TIME)

12 MONTH
Attend class (online or offline)
and complete 1 module every month.



Graduate on Time (GOT) Timeline

MASTER IN BUSINESS MANAGEMENT (MBM) PROGRAM



Student Access

01.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on Timetable tab.
- Steps 3 : View timetable.



How to access
your time
table.

02.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on Academic tab.
- Steps 3 : Click on Course List.



Where to see
your subject
list and code.

03.

- Steps 1 : Log in Open Learning system.
- Steps 2 : Key in your user name and ID
- Steps 3 : Choose the subject.
- Steps 4 : Access the material.



How to access
the learning
material.

04.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on finance tab.
- Steps 3 : Select Statement of account.
- Steps 4 : Select Ledger.



How to see your
personal info, fee,
important
announcement &
others.

Doctor of Philosophy in Management (PhD) by Research.



This programme prepares learners to acquire the knowledge and skills necessary to function at the highest academic and professional levels.

You will be exposed to areas of Management and Administration in-depth, focusing on a specialized area and developing conceptual and intellectual knowledge and methodological tools necessary to design and conduct independent research

INTAKE : Monthly intake throughout the year

DURATION : 3 Years (Full Time)

Online Application Process



OR



Click Here



Visit our official Website at www.innovative.edu.my

Fill in our registration form:

Fill in your personal information.

Fill in your previous academic qualification.

Submit and wait while your application is being reviewed by our team.

The result of your application shall take within 1-3 working days.

www.innovative.edu.my

Offline Application Process



Visit our head quarters office at Unit G1.35, Main Lobby Block C, Kelana Square Jalan SS 7/26, 47301 Petaling Jaya Selangor.

Bring along your personal identification documents.

Bring your previous academic qualification transcript / certificates.

Your application is complete and our registry team will contact you regarding the application status.

The result of your application shall take within 1-3 working days.

www.innovative.edu.my

ADMISSION REQUIREMENT

MALAYSIAN

1. A Master's Degree (Level 7 Malaysian Qualifications Framework, MQF) in related fields as accepted by the HEP Senate; *or*
2. A Master's Degree (Level 7 MQF) in non-related fields as accepted by the HEP Senate, subject to relevant working experience*, and rigorous internal assessment**; *or*
3. A Master's Degree (Level 7 MQF) in non-related fields as accepted by the HEP Senate and without relevant working experience, subject to passing pre-requisite courses***; *or*
4. Other equivalent/related qualifications to a Master's Degree (Level 7 MQF) as recognised by the Malaysian Government.

ADMISSION THROUGH APEL A T8 FOR PHD PROGRAM

ENTRY PROCESS VIA APEL T8 PATHWAY

The flowchart below outlines the process for individuals applying to a Doctoral programme (MQF Level 8) via the APEL T8 pathway:

Application Stage

Candidates must first apply through the MQA portal, followed by submitting an application on the APEL OUM portal.

Eligibility Assessment

Once submitted, the candidate's eligibility will be evaluated. If found ineligible, they may appeal directly to MQA for further review (specifically for T7 or T8 levels).

Payment and Assessment

Eligible candidates will proceed with the payment to OUM and undertake the required APEL T8 assessments. These assessments may include portfolio evaluation, aptitude tests, interviews, and presentations, depending on the MQF level.

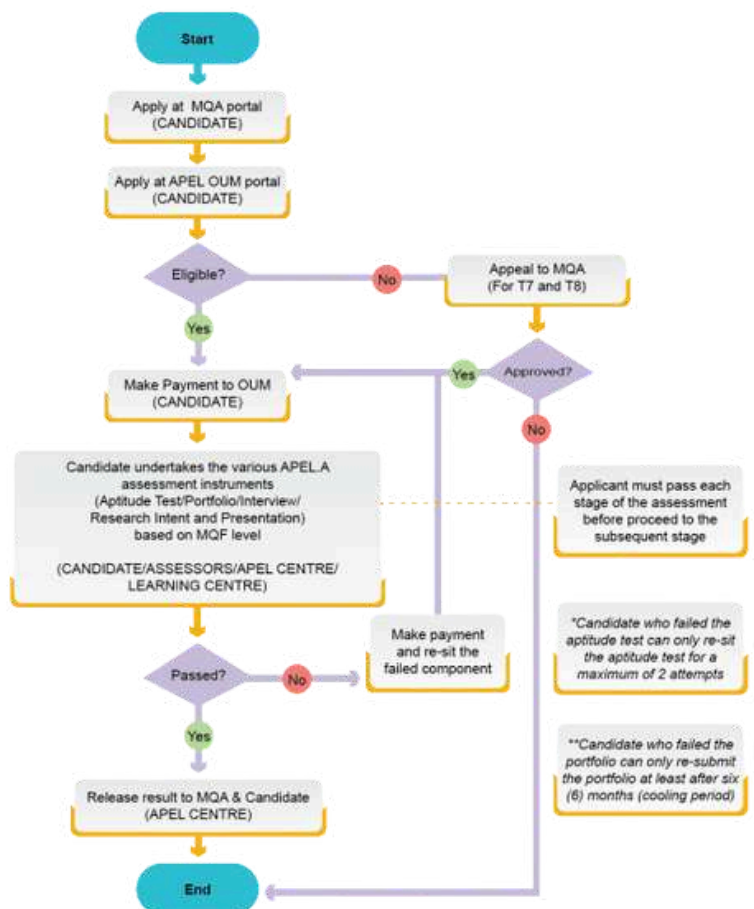
Assessment Outcome

- **If Passed:** Results will be submitted to MQA and shared with the candidate.
- **If Not Passed:** Candidates must reattempt the failed component(s). Those who fail the component twice must observe a six-month cooling-off period before reapplying.

Completion

Upon successful completion of the APEL T8 process, the results are finalized and the candidate may proceed with the doctoral programme application.

APEL.A APPLICATION PROCEDURE



ADMISSION REQUIREMENT

INTERNATIONAL STUDENT

International students are required to achieve a **minimum Band 4 in the Malaysian University English Test (MUET)** or an equivalent score in **Common European Framework of Reference for Languages (CEFR)** (Mid B2 level)****.

** Experience can be cumulative experience even before acquiring the required qualification for a particular level of study. However, the experience must be relevant to the level of study as well as the content.*

*** Rigorous assessment to evaluate the suitability of an applicant for a programme through a statement of purpose, interview, and other methods may cover the following criteria:*

1. Demonstration of strong business experience, and that you have held significant managerial responsibilities.
2. Evidence of any achievements in your professional life, for example, consistently performing at a high level, consistent career progression, and any impact that you had on your organisation.
3. Professional skills that you have developed, for example, teamwork, leadership, problem-solving, negotiation, and analytical skills.
4. How you will contribute to your class and what experiences you can bring to the institution. (Lancaster University, 2021)

**** The pre-requisite courses must equip the students with necessary business knowledge (managing people, managing financial resources, understanding customers, understanding environments and strategic planning) of one level lower than the programme level.*

***** Refer to Letter JPT/GS 1000/630 Vol. 3 (12), 6 March 2023 – English Language Competency Requirements for Students of Private Higher Education Institutions (IPTS) for equivalent English language assessments and score.*

ADMISSION REQUIREMENT

INTERNATIONAL STUDENT

ENTRY REQUIREMENT :

***Experience can be cumulative experience even before acquiring required qualification for a particular level of study. However, the experience must be relevant to the level of study as well as the content.

**Rigorous assessment to evaluate the suitability of an applicant for a programme through statement of purpose, interview and other methods may cover the following criteria:

- i. Demonstration of strong business experience, and that you have held significant managerial responsibilities.
- ii. Evidence of any achievements in your professional life, for example, consistently performing at a high level, consistent career progression and any impact that you have had on your organisation.
- iii. Professional skills that you have developed, for example, team work, leadership, problem-solving, negotiating and analytical skills.
- iv. How you will contribute to your class and what experiences you can bring to the institution. (Lancaster University, 2021)

****The pre-requisite courses must equip the students with necessary business knowledge (managing people, managing financial resources, understanding customers, understanding environments and strategic planning) of one level lower than the programme level.

****Refer to Surat JPT/GS 1000/630 Jld. 3 (12), 6 Mac 2023 - Syarat Kompetensi Bahasa Ingeris Kepada Pelajar Institusi Pendidikan Tinggi Swasta (IPTS) for equivalent English language assessments and score.

****International students are required to achieve a minimum Band 4 in MUET OR equivalent to CERT (Mid B2)***

Program Learning & Outcomes

CRITIQUE THEORIES AND CONCEPTS IN MANAGEMENT AND ADMINISTRATION TO ADVANCE THE FRONTIERS OF KNOWLEDGE THROUGH RESEARCH.

ORIGINATE, FORMULATE, CHARACTERIZE AND SOLVE APPROPRIATE OPERATIONAL PROBLEMS AND DESIGNS THROUGH RESEARCH

DEMONSTRATE THE ABILITY TO CARRY OUT SPECIALISED AND ORIGINAL RESEARCH INDEPENDENTLY

ADAPT A BROADER RANGE OF SUITABLE DIGITAL APPLICATIONS AND ANALYTICAL TECHNIQUES FOR RESEARCH

DISPLAY ENTREPRENEURSHIP AND CONTINUOUS SELF-IMPROVEMENT FOR PROFESSIONAL DEVELOPMENT THROUGH RESEARCH

DISPLAY LEADERSHIP & PROFESSIONALISM IN ASSIGNED RESEARCH, PROJECTS AND TASKS

DISPLAY PROFESSIONALISM AND RESPONSIBILITY IN MANAGING THROUGH RESEARCH

DISPLAY CONTINUOUS SELF-IMPROVEMENT FOR PROFESSIONAL DEVELOPMENT THROUGH RESEARCH

DEMONSTRATE ENTREPRENEURSHIP SKILLS IN RESEARCH

DISPLAY PROFESSIONALISM AND RESPONSIBILITY IN MANAGING THROUGH RESEARCH

Course Structure :

Year	Semester	Course	Code	Classification	Credit
1	1	Research Methodology I	DBA 1133	Core	3
	2	Research Methodology II	DBA 1213	Core	3
2 & 3		Thesis	DBA 1210	Compulsory	80

Full Time Study Plan 3 Years

Year	Semester	Courses
1	1	Research Methodology
	2	Proposal Defense
2		<p>Conduct in-depth research under supervision.</p> <p>Academic Publication</p> <p>i. Publication of 1 academic papers (Any Journal).</p> <p>ii. Participation in academic conferences is encouraged.</p>
3		<p>Finalize and submit thesis for review.</p> <p>Ensure publication requirements are fulfilled before Viva Voce.</p>
Viva Voce & Corrections		<p>Defend thesis in oral examination (Viva Voce).</p> <p>Corrections:</p> <p>i – Pass Without Correction</p> <p>ii- Pass with Minor Correction (3 months)</p> <p>iii – Pass with Major Correction (6 months)</p>
Completion & Graduation		<p>Awarded of Doctor of Philosophy PhD in Management upon successful thesis defense and completion of all requirements.</p>

Full Time Study Plan Year 1: Foundation & Proposal Stage

Months	Milestone	Details
1	Orientation & Supervisor Appointment	Official registration, familiarize with facilities, research ethics, and academic rules. Supervisor assigned. Submission of IPGS 01 Form.
1 – 2	Research Methodology I	Attend coursework; understand research philosophy, design, and academic writing.
3 – 5	Literature Review & Gap Identification	Conduct in-depth literature review and define research problem and objectives.
6 – 7	Proposal Defense	Fill in (IPGS Form 2,3,4,5) to be present with Research Proposal. Revise as necessary based on panel feedback.
8 – 9	Research Methodology II	Advanced methods including qualitative/quantitative analysis, data collection design.
10 – 11	Proposal Writing	Draft full research proposal with problem statement, objectives, significance, and methodology.

Full Time Study Plan Year 2: Research Implementation & Publication

Months	Milestone	Details
1 – 6	Data Collection	Conduct fieldwork, surveys, interviews, or data extraction based on approved methodology. Analyze collected data using appropriate tools (SPSS, NVivo, etc.). Begin preliminary discussion.
6 – 7	Academic Contribution	Submission of IPGS Form 06 (Publication Record) Minimum 1 Publication Submission (Any Journal)
8 – 10	Thesis Writing	Continue research work, data collection, and chapter writing
11 – 12	Progress Report Submission	Submit Research Progress Report every end of semester

Full Time Study Plan Year Year 3: Completion & Examination

Months	Milestone	Details
1 – 2	Pre-Viva Voce (Internal Session with Supervisor)	Pre-Viva Session (Preliminary full thesis assessment) Correction phase based on Pre-Viva feedback
3	Corrections	Complete final corrections; check formatting, referencing, academic integrity Based on Thesis Guideline Template
4	Viva Voce	Fill in IPGS Form 07 Oral defense of thesis before academic panel. Outcome: Pass/Minor/Major Correction.
4 – 10	Corrections	Begin thesis correction phase based on Viva - Voce feedback Final approval by supervisors or examiners
11	Completion & Submission	Submit Hardcopy Final Thesis to IUC Graduate Studies Office Senate Approval (To clear all outstanding)
12	Graduation	Upon Senate approval, receive Doctor of Philosophy PhD in Management award.

Additional Notes

Progress Monitoring: Meet supervisors monthly and submit progress reports per university schedule.

English Requirement: International students must maintain MUET Band 4 or equivalent.

Publication: Mandatory before viva. One journal article (indexed or peer-reviewed) is required.

**Any changes to the schedule are subject to the approval of the academic and the final decision of the University*

Mode of Delivery

ONLINE & PHYSICAL SUPERVISION

GRADING SCALE

Scale	Recommendation
<p>Scale 1 : Unconditional Pass The candidate is awarded a Doctor of Philosophy / Master's Degree</p>	Does not require corrections.
<p>Scale 2 : Conditional Pass with Textual Corrections to the Thesis The candidate is awarded the degree of Doctor of Philosophy / Master's Degree, subject to amendments / corrections to the thesis as specified in the Panel of Examiners Report</p>	<p>i.requires minor editing of text, formatting of tables and diagrams, correction of grammar, spelling, and typographical conventions, etc;</p> <p>ii.requires only a modicum of additional information;</p> <p>iii.requires only an explanation regarding a number of small parts in the text;</p> <p>iv.does not require supplementary experimental work, the collection of new data or major re-writing; and</p> <p>v.does not contain many changes in the summing up / conclusion that has been rewritten.</p> <p>The confirmation of the veracity of the corrections has to be made by the internal examiner(s) and the main supervisor.</p> <p>The maximum time frame for corrections is three (3) months. However, the Thesis Examination Board can determine the maximum period to commensurate with the number of corrections required for thesis of not more than six (6) months.</p>

GRADING SCALE

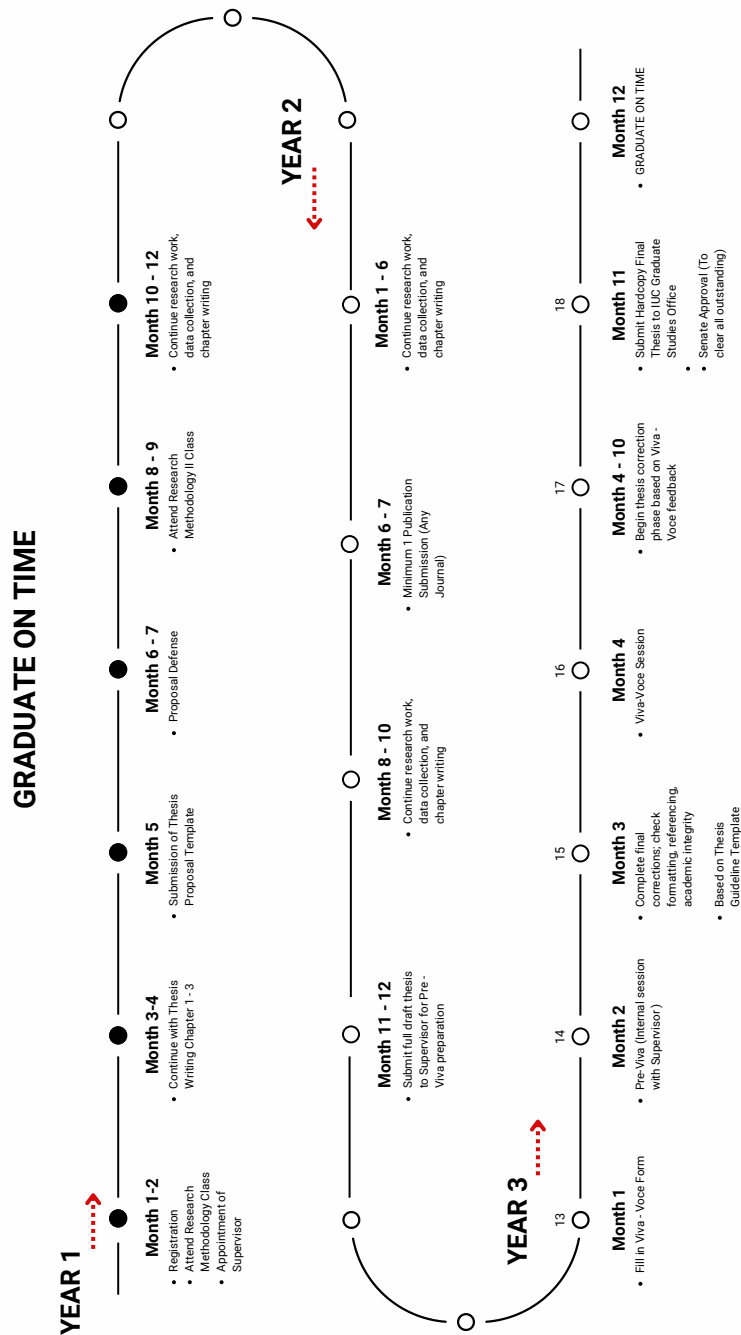
Scale	Recommendation
<p>Scale 3 : Conditional Pass with Textual Corrections and Further Work to the Thesis</p> <p>The candidate is awarded the degree of Doctor of Philosophy / Master's Degree, subject to amendments / corrections to the thesis as specified in the Panel of Examiners Report</p>	<p>This recommendation is made if the thesis:</p> <ul style="list-style-type: none"> i.requires major editing of text, formatting of tables and diagrams, correction of grammar, spelling, and typographical conventions, etc.; ii.requires additional information; iii.requires supplementary statistical analysis, rewriting of major parts of the thesis and the expansion of the literature review. <p>For the case of candidate required to submit his/her thesis for re-examination after he or she has made the changes /corrections to the thesis as stated in the Panel of Examiners Report:</p> <p>This recommendation is made if the thesis:</p> <ul style="list-style-type: none"> i.has major weaknesses which will have a negative impact on the conclusions made in the thesis; ii.has major weaknesses that can only be corrected if additional work is done to improve the quality of the thesis before submission; iii.requires supplementary experimental work, supplementary statistical analysis, rewriting of a major part of the thesis; expansion of the literature review. <p>[This recommendation can be made once (1) only]. This means that a candidate may submit the thesis twice (2) only and members of the Board of Examiners will recommend 'pass' or 'fail' only after the viva-voce re-evaluation.</p> <p>The re-evaluation / re-examination has to be made by all the original examiners.</p> <p>As far as possible, the same Chairperson may chair the viva voce re-evaluation, and the Thesis Examination Panel should be composed of the same members as the first panel.</p> <p>The confirmation of the veracity of the corrections has to be made by the Panel of Examiners (External Examiner(s) and Internal Examiner(s)) and the Main Supervisor.</p> <p>The maximum duration for the corrections is one (1) year.</p>

GRADING SCALE

Scale	Recommendation
<p>Scale 4 : Fail</p> <p>The candidate is not eligible to be awarded a Doctor of Philosophy / Master's Degree and is not allowed to resubmit the thesis for examination</p>	<p>These recommendations are made if the thesis:</p> <ul style="list-style-type: none">i.has obvious major weaknesses that additional work or corrections cannot address and hence the quality of the thesis cannot be increased to the level of set standards / requirement;orii.has weaknesses that could not be remedied; oriii.the research carried out was inadequate / insufficient.

Graduate on Time (GOT) Timeline

DOCTOR OF PHILOSOPHY IN MANAGEMENT (PHD) PROGRAM



Student Access

01.

- Steps 1 : Log in into student portal.
- Steps 2 : Click on Timetable tab.
- Steps 3 : View timetable.



How to access
your time
table.

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- Steps 1 : Log in into student portal.
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- Steps 3 : Click on Course List.



Where to see
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How to access
the learning
material.

04.

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- Steps 2 : Click on finance tab.
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- Steps 4 : Select Ledger.



How to see your
personal info, fee,
important
announcement &
others.

Supervisory Structure



ASSOC. PROF. DR. AZRI BIN USMAN

Deputy Vice Chancellor (Academic)
Dean Faculty of Business and Economics
Studies.

FIELD

**Business Analytics & Digital
Strategy**

Information Systems, Operations
Research, and Strategic
Management

1. Dr. Shahrinaz Ismail -
University of Malaya
2. Dr. Rosdan - Universiti
Teknologi Malaysia
3. Dr. Paramita Ersan -
University of Brawijaya

**Finance, Accounting &
Economics**

Financial Management, Economic
Analysis, and Accounting
Practices

1. Dr. Mohamad Zamhari bin
Tahir -Universiti Kebangsaan
Malaysia
2. Dr. Yong Meng Hong -
Multimedia University
3. Assoc. Prof. Dr. Hussen Nasir -
University of Malaya
4. Dr. Jaizah Othman -
University of Malaya

Supervisory Structure (cont'd)



ASSOC. PROF. DR. AZRI BIN USMAN

Deputy Vice Chancellor (Academic)
Dean Faculty of Business and Economics
Studies.

FIELD

**Human Capital &
Organizational Development**
Human Capital Management,
Leadership, Organizational
Behaviour

1. Dr. Muhammad Bin Omar - University of Malaya
2. Dr. Masri Abdul Lasi - University of Technology Malaysia
3. Dr. Marilou Priya Salam - University of Malaya
4. Dr. Darween Rozehan Shah - Asia e University
5. Dr. Siva Prakash Ramasamy - University of Malaya
6. Dr. Naziah Abd Kadir - University of Malaya
7. Dr. Nooraini Youp - University of Malaya

**Islamic Management &
Finance**
Financial Management, Economic
Analysis, and Accounting
Practices

1. Dr. Hassnah Wee - Universiti Malaysia Sabah
2. Dr. Mohd Sadiq Bin Mohd Mokhtar - International University of Malaya-Wales
3. Dr. Irfah Najihah Basir Malan - International Islamic University Malaysia

Supervisory Structure (cont'd)



ASSOC. PROF. DR. AZRI BIN USMAN

Deputy Vice Chancellor (Academic)
Dean Faculty of Business and Economics
Studies.

FIELD

**Marketing, Innovation &
Entrepreneurship**

Strategy Planning, Market
Analysis, Marketing Strategy.

1. Dr. Farah Raihana Ismail - International Islamic University Malaysia
2. Dr. Liza Abidin - University of Malaya
3. Dr. Nawin Rajah - Open University Malaysia
4. Assoc. Prof. Dr. Syed Abdul Kadir Abdullah - University of Malaya

**Operations, Supply Chain &
Analytics**

Operation Management, Supply
Chain and Strategy

1. Dr. Usman Akbar - Universiti Utara Malaysia
2. Dr. Mohamad Aznillah Ahmad - University of Malaya
3. Dr. Haris Aslam - University of Derby
4. Dr. Muhammad Zia-Ul-Haq - University of Management and Technology, Pakistan
5. Dr. Jiun Ting Yong - Asia e University

Supervisory Structure (cont'd)



ASSOC. PROF. DR. AZRI BIN USMAN

Deputy Vice Chancellor (Academic)
Dean Faculty of Business and Economics
Studies.

FIELD

Strategy, Leadership & Governance

Strategy Planning, Leadership and Governance Policy

1. Prof. Dr. Abdul Rahman - University of Malaya
2. Ts. Dr. Rusli Hj Hasnan - Universiti Teknikal Malaysia Melaka
3. Dr. Mohd Sadiq Bin Mohd Mokhtar - International University of Malaya-Wales
4. Dr. Ganesh A/L Ramasamy - Universiti Tun Abdul Razak
5. Prof. Dr. Ahmad Othman - University of Malaya
6. Prof. Dr. Vijayakumaran - University of Malaya

Technology, AI & Digital Innovation

Artificial Intelligence in Business, Information Technology

1. Dr. Hanis Adiba Mohamad - Universiti Teknologi Malaysia
2. Mr. Raymond Punithan - International of Malaya-Wales

Tourism, Events & Hospitality

Hospitality and Event Management

1. Assoc. Prof. Dr. Hassnah Wee - Universiti Teknologi MARA

Supervisory Structure (cont'd)



ASSOC. PROF. DR. AZRI BIN USMAN

Deputy Vice Chancellor (Academic)
Dean Faculty of Business and Economics
Studies.

FIELD

**Educational Psychology &
Project Management**

**1. Dr. Norzarina Othman -
University of Malaya**

**Public Policy & Government-
Linked Management**

**1. Dr. Mohd Mushin Ismail -
Universiti Teknologi MARA**

**Islamic Management &
Psychology**

**1. Dr. Nurul Izza Abdul Aziz -
University of Malaya**

Academic Misconduct and Disciplinary Procedure

Definition of Academic Misconduct :

A Academic misconduct refers to any form of dishonest or unethical behaviour in academic work. This includes, but is not limited to:

- **Plagiarism** : Presenting another person's work, ideas, or data as one's own without proper acknowledgment.
- **Cheating** : Using or attempting to use unauthorized materials or assistance during examinations or assignments.
- **Falsification** : Fabricating or altering data, citations, or research findings.
- **Collusion** : Unauthorized collaboration with others on individual assignments or projects.

Reporting of Misconduct :

Any suspected case of academic misconduct must be reported in writing to the Faculty Dean or the Institute of Postgraduate Studies (IPS). Reports may be submitted by:

- **Supervisors or examiners**
- **Lecturers or academic staff**
- **Administrative staff**
- **Fellow students (in confidence)**

The report should include relevant evidence such as the Turnitin similarity report, copies of the work in question, or any other supporting documents.

As a guideline, a Turnitin similarity index of 20% and above may be flagged for further review. However, this threshold serves only as an initial indicator and shall not be interpreted as definitive evidence of misconduct. All cases are subject to the academic judgement and discretion of the appointed panel.

Academic Misconduct and Disciplinary Procedure

Preliminary Review :

Upon receipt of the report, a preliminary review will be conducted by the Faculty or IPS to assess whether the case warrants further investigation. If the case is deemed credible, it will be escalated to the Disciplinary Committee for formal proceedings.

Disciplinary Committee Composition :

A Disciplinary Committee shall be established to handle academic misconduct cases.

The committee shall consist of:

- One senior academic staff from a different faculty or program

Academic Misconduct and Disciplinary Procedure :

- One representative from the Institute of Postgraduate Studies
- One member from the university's legal or academic quality unit (if applicable)

The committee must ensure impartiality and confidentiality throughout the process.

Student Notification and Hearing :

The student will be formally notified in writing of the alleged misconduct and the scheduled hearing date. The student will:

- Be given at least seven (7) working days to prepare a written response
- Have the right to attend the hearing and present their defence
- Be allowed to bring a supporting person (e.g., supervisor, academic advisor)

Failure to attend the hearing without valid reason may result in the case being decided in the student's absence.

Academic Misconduct and Disciplinary Procedure

Decision and Penalty :

After deliberation, the Disciplinary Committee shall determine whether the student has committed an academic offence. If found guilty, the committee may impose one or more of the following penalties, depending on the severity:

- Formal written warning
- Requirement to revise and resubmit the affected work
- Mark reduction or automatic failure for the specific assignment or module
- Suspension from the program for a specified period
- Termination of candidature (in severe or repeated cases)

All decisions will be documented and shared in writing with the student.

Appeal Process :

Students have the right to appeal the committee's decision by submitting a written appeal to the University Senate through the Institute of Postgraduate Studies within fourteen (14) working days of the decision.

The Senate's decision on the appeal shall be final and binding.

Record of Proceedings :

Academic Misconduct and Disciplinary Procedure:

All reports, meeting minutes, decision letters, and related documents will be kept securely by the Institute of Postgraduate Studies for a minimum of five (5) years for audit and quality assurance purposes.

Appendix A

FEE STRUCTURE (MASTER'S PROGRAM)

2025 Fee Structure

Fee Category	Malaysian Student	International Student	Discounted Amount
Tuition Fee	RM 60,000.00	RM 60,000.00	RM 40,000.00
Pre-Registration Fee	RM 600.00	RM 600.00	-
Registration Fee	RM 2,000.00	RM 2,000.00	RM 2,000.00
Graduation Fee	RM 700.00	RM 700.00	-
Total Fee for Entire Program	RM 21,300.00		

**For lump sum payment made during registration, the total tuition fee is RM19,980.00 only.*

**This fee structure only valid until 31 December 2025*

** Payment can be made via cash, bank transfer, or EPF withdrawal.*

**Applicants who wish to make an EPF withdrawal must contact the Registrar's Office for a confirmation letter and the necessary supporting documents via email at registry@innovative.edu.my.*

Any finance related matters, students can communicate at:
Email: finance@innovative.edu.my
Tel: +6013-715 7835

Cont.

FEE STRUCTURE (MASTER'S PROGRAM) INSTALMENT

Fee (RM)	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6
Pre-Registration Fee	RM 600.00	-	-	-	-	-
Graduation Fee	-	-	-	-	-	RM 700.00
Tuition Fee	RM 3,500.00	RM 3,500.00	RM 3,500.00	RM 3,500.00	RM 3,500.00	RM 3,500.00
Total Fee for Entire Program	RM 22,300.00 *An additional of RM1000.00 in tuition fee for those who opt for instalment plan.					

* For lump sum payment made during registration, the total tuition fee is RM19,980.00 only.

* This fee structure only valid until 31 December 2025

* Payment can be made via cash, bank transfer, or EPF withdrawal.

* Applicants who wish to make an EPF withdrawal must contact the Registrar's Office for a confirmation letter and the necessary supporting documents via email at registry@innovative.edu.my.

Any finance related matters, students can communicate at:

Email: finance@innovative.edu.my

Tel: +6013-715 7835

Cont.

INITIAL FEE FOR INTERNATIONAL STUDENTS

Initial Fee	Amount
EMGS & Visa Processing Fee	RM 2,500.00
Application Fee	RM 500.00
Airport Transfer	RM 200.00

***Remarks:**

- **All Initial payments are non-refundable under any circumstances.**
- **Any extension of studies the regular fees will be charged accordingly.**
- **Visa Renewal: RM1,000.**
- **IUC reserves the right to make any changes that are deemed necessary without prior notice.**

Payment Instructions and Bank Details

Registration and tuition fee payments must be made to the following bank account of Innovative University College:

Bank Name	Account Name	Account Number	References 1	References 2
Public Bank	Kolej Antarabangsa Inovatif Sdn Bhd	3150989034	Student's IC Number	Student's Phone Number

***Please note that all payments made are non-refundable.**

Appendix B

FEE STRUCTURE - DOCTOR OF PHILOSOPHY IN MANAGEMENT (PHD) BY RESEARCH.

Fee Category	Malaysian Student	International Student
Tuition Fee	RM 59,000.00	RM 70,000.00
Registration Fee	RM 2,500.00	RM 5,500.00
Administration Fee	RM 5,000.00	RM 5,000.00
Resource Fee	RM 2,000.00	RM 2,000.00
Total Fee for Entire Porgram	RM 68,500.00	RM 82,500.00

**For lump sum payment made during registration, the total tuition fee is RM19,980.00 only.*

**This fee structure only valid until 31 December 2025*

** Payment can be made via cash, bank transfer, or EPF withdrawal.*

**Applicants who wish to make an EPF withdrawal must contact the Registrar's Office for a confirmation letter and the necessary supporting documents via email at registry@innovative.edu.my.*

Any finance related matters, students can communicate at:
Email: finance@innovative.edu.my
Tel: +6013-715 7835

Cont'd

FEE STRUCTURE - DOCTOR OF PHILOSOPHY IN MANAGEMENT (PHD) BY RESEARCH.

2025 Fee Structure

Fee Category	Year 1	Year 2	Year 3	Total Fee
Registration Fee	RM 0.00			
Administration Fee	RM 0.00			
Tuition Fee	RM 10,000.00	RM 10,000.00	RM 10,000.00	RM 30,000.00

For lump sum payment made during registration, the total tuition fee is RM19,980.00 only.

**This fee structure only valid until 31 December 2025*

** Payment can be made via cash, bank transfer, or EPF withdrawal.*

**Applicants who wish to make an EPF withdrawal must contact the Registrar's Office for a confirmation letter and the necessary supporting documents via email at registry@innovative.edu.my.*

**Any finance related matters, students can communicate at:
Email: finance@innovative.edu.my
Tel: +6013-715 7835**

Cont'd

INITIAL FEE FOR INTERNATIONAL STUDENTS

Initial Fee	Amount
EMGS & Visa Processing Fee	RM 2,500.00
Application Fee	RM 500.00
Airport Transfer	RM 200.00

***Remarks:**

- **All Initial payments are non-refundable under any circumstances.**
- **Any extension of studies the regular fees will be charged accordingly.**
- **Visa Renewal: RM1,000.**
- **IUC reserves the right to make any changes that are deemed necessary without prior notice.**

Payment Instructions and Bank Details

Registration and tuition fee payments must be made to the following bank account of Innovative University College:

Bank Name	Account Name	Account Number	References 1	References 2
Public Bank	Kolej Antarabangsa Inovatif Sdn Bhd	3150989034	Student's IC Number	Student's Phone Number

***Please note that all payments made are non-refundable.**

Cont'd

KWSP APPLICATION PROCESS

1- Application

- Student make an application using the link provided.
- Application Link : <https://forms.gle/gF3bavyxvLqqSMrF7>

2- Processing

- IUC Registry Department will process within 3-5 working days.

3- Mailing

- Letter will be post to students address (cost to be bear by the students) or:
- Student can pick up from IUC Registry Department Office.

4- Cheque Issuance

- University will receive cheque from KWSP.
(The approval and process length depends on KWSP)

5- Payment Updates

- Bursar office will update payment info.

6- Complete

- The process completed.

- For KWSP related matters, students can communicate with:

Puan Noraini Bt Amat Salleh.

Email: aini@innovative.edu.my Tel: +6011-59029296

Financial Aid Info :

More info at :
<https://www.kwsp.gov.my/ms/>



EDUCATION WITHDRAWAL

WHAT YOU CAN WITHDRAW

- **TOTAL TUITION FEES/OUTSTANDING**
- **EDUCATION LOAN OR ENTIRE SAVINGS IN AKAUN SEJAHTERA (WHICHEVER IS LOWER)**

WHAT'S COVERED

- **TUITION FEES AND CHARGES IMPOSED BY THE HIGHER LEARNING INSTITUTION OR OUTSTANDING LOAN AMOUNT.**
- **HOSTEL & ACCOMMODATION FEES**
- **ONE-WAY FLIGHT FOR FIRST-YEAR STUDENTS STUDYING OUTSTATION/ ABROAD**

Financial Aid Info :

More Info at :
<https://www.bankrakyat.com.my/portal-main/article/education-financing-i>



Bank Pilihan Anda

ELIGIBILITY

- MALAYSIAN CITIZEN
- MINIMUM AGE OF 18 YEARS OLD AND MAXIMUM 70 YEARS OLD AT THE END OF THE FINANCING TENURE
- MINIMUM FIXED MONTHLY INCOME OF RM2,000

FEATURES

- FINANCING UP TO RM1,000,000
- TENURE UP TO 20 YEARS (INCLUSIVE OF GRACE PERIOD)
- GRACE PERIOD BASED ON STUDY PERIOD OR MAXIMUM FOUR (4) YEARS; WHICHEVER COMES FIRST
- TAKAFUL COVERAGE ARE OPTIONAL
- GUARANTOR IS REQUIRED

Appendix C

ONLINE REGISTRATION FORM

iUC Innovative University College

REGISTRATION FORM – ADMISSION TO INNOVATIVE UNIVERSITY COLLEGE POSTGRADUATE PROGRAMME

Registration Form

The name, email address and photo associated with your Google Account will be recorded when you upload files and submit this form

** Indicates required question*

Please select your applicant type: *

Note: "Local" refers to applicants holding Malaysian citizenship. "International" refers to non-Malaysian citizens, including those holding foreign passports.

Local (Malaysian Citizen)

International (Non-Malaysian Citizen)

Please select your intended programme of study:

MBA – Master of Business Administration

PhD – Doctor of Philosophy in Management

Please state the full name of your proposed supervisor (if any)

Your answer

Next

Clear form

Appendix D

CONDITIONAL OFFER OF ADMISSION

	<p>GL 35 Block C Kelana Square Jalan SS7/26, Kelana Jaya 47301, Petaling Jaya Selangor, Malaysia</p>										
<p>RefNo : 890412025421 Date : 16th May 2025</p>	<p>+603 2726 2436 T info@innovative.edu.my E www.innovative.edu.my W</p>										
<p>SATESH RAU A/L A N RAJ @ NOOKARAJU A-18-08, Jalan Prima Utama I, Taman Puchong Prima, 47150 Puchong, Selangor</p>											
<h3>CONDITIONAL OFFER OF ADMISSION</h3> <p>CONGRATULATIONS! We are pleased to offer you the opportunity to study at Innovative University College in the following programme</p>											
<p>Programme Details</p> <table><tr><td>Programme</td><td>: Doctor of Philosophy in Management</td></tr><tr><td>Study Mode</td><td>: Part Time</td></tr><tr><td>Intake</td><td>: May 2025</td></tr><tr><td>Details of Programme</td><td>: Appendix A</td></tr><tr><td>Fee Structure</td><td>: Appendix C</td></tr></table>		Programme	: Doctor of Philosophy in Management	Study Mode	: Part Time	Intake	: May 2025	Details of Programme	: Appendix A	Fee Structure	: Appendix C
Programme	: Doctor of Philosophy in Management										
Study Mode	: Part Time										
Intake	: May 2025										
Details of Programme	: Appendix A										
Fee Structure	: Appendix C										
<p>IMPORTANT</p> <p>This offer is subject to the following terms and conditions:</p> <ul style="list-style-type: none">a. Fulfilment of the entry requirements for the programme as stated in Appendix B.b. Completion of the Confirmation Acceptance to Study Form. Please refer to Appendix E.c. Full payment of First year Tuition Fees. Please refer to Appendix C. <p>Should you require further information, please contact our Senior Assistant Registrar, Mr. Muhammad Adiy Mohd Bukhori, will be delighted to assist you. He can be reached at +6011 2748 5399 (preferably by WhatsApp) or at adiybukhori@innovative.edu.my</p> <p>We congratulate you on your achievements and warmly welcome you to the distinguished academic and professional community of the Innovative University College, where you will have the opportunity to excel, grow, and play a pivotal role in building a legacy of distinction.</p>											
<p> @innovative_my  @innovative_my  www.innovative.edu.my   </p>											

Appendix E

CONFIRMATION OF ACCEPTANCE

Appendix F



Dear Sir/Madam,

CONFIRMATION OF ACCEPTANCE TO STUDY AT INNOVATIVE UNIVERSITY COLLEGE

I, _____ (Name) Identification/Passport Number: _____

hereby accept the offer to enrol in the following programme: Doctor of Philosophy in Management,
on a part-time basis at **Innovative University College**, for the _____ intake session.

I hereby agree and accept the terms and conditions stated below:

- a) This offer is based on the information provided in my application. Should the University College discover any incorrect information or falsified documents, this offer will be automatically revoked.
- b) All fees paid are non-refundable and non-transferable if I choose to withdraw from the programme.
- c) I have read, understood, and agreed to comply with all rules and regulations outlined in the student handbook. I accept that failure to do so may result in disciplinary action and penalties imposed by the University College without requiring further consent from me.

Student's Signature : _____

Student's Name : _____

ID / Passport Number : _____

Date : _____

Appendix F

THESIS GUIDELINES

1. GENERAL SPECIFICATIONS

Item	Requirement
Language	English (British or American, consistently used)
Paper Size	A4 (210mm x 297mm), 80gsm white paper
Printing	Single-sided only
Binding	Hardcover (see Section 8)
Margins (Portrait)	Top: 25mm, Bottom: 25mm, Left: 40mm, Right: 25mm
Margins (Landscape for tables/figures)	Top: 40mm, Bottom: 25mm, Left: 25mm, Right: 25mm

2. TYPEFACE, FONT SIZE & SPACING

Section	Font & Size	Style	Line Spacing
Main Text	Times New Roman, 12 pt	Justified	1.5 spacing
Abstract & Acknowledgement	Times New Roman, 12 pt	Justified	Single or 1.5 spacing
Footnotes	Times New Roman, 10 pt	Left-aligned	Single spacing
Headings	Times New Roman, 12 pt	Bold	1.5 spacing before and after
Tables & Figures	Min. 10 pt	Consistent throughout	Single spacing
Cover Page & Spine	Times New Roman, 16 pt	Bold, All Caps	Single spacing

Cont.

THESIS GUIDELINES

3. WORD COUNT

Program Type	Document	Word Count
Master's (Coursework)	Project Report	15,000 – 30,000 words
Master's (Mixe-Mode)	Thesis	35,000 – 60,000 words
PhD	Thesis	50,000 – 100,000 words

4. Thesis Content Structure

1. Preliminary Pages:

- Title Page
- Status Declaration Form
- Declaration Page
- Abstract (max. 1 page)
- Acknowledgement (max. 1 page)
- Dedication (Optional)
- Table of Contents
- List of Tables
- List of Figures
- List of Symbols
- List of Abbreviations
- List of Glossaries (Optional)
- List of Publications

Cont.

THESIS GUIDELINES

4. Thesis Content Structure

2. Main Body:

- Chapter 1: Introduction
- Chapter 2: Literature Review
- Chapter 3: Methodology
- Chapter 4: Analysis & Finding
- Chapter 5: Discussion & Conclusion

3. End Pages:

- References
- Appendices

5. Chapter Formatting

Element	Rule
Chapters	Start on new page, "CHAPTER X: TITLE"
Numbering	1.1, 1.1.1, 1.1.1.1 (up to 4 levels)
Paragraphs	Fully justified; 1.5 spacing
Headings	No underlining; no italics except for foreign/scientific terms
Pagination	Bottom center; Roman (i, ii, iii...) for prelims, Arabic (1, 2, 3...) from Chapter 1 onward

Cont.

THESIS GUIDELINES

6. Figures, Tables & Equations

- Tables: Title above table, numbered by chapter (e.g. Table 2.1)
- Figures: Title below figure, numbered by chapter (e.g. Figure 3.2)
- Equations: Numbered as (1.1), (2.2) at the right margin
- Referencing in Text: Capitalized, e.g., "As shown in Table 4.5..."
- Style: Use IUC styles for captions: Caption for Table, Caption for Figure

7. References & Citations

- Style: APA (recommended), IEEE (for technical fields)
- Consistency: Must follow one chosen format throughout
- Citations: Use in-text citations; avoid excessive direct quotations

8. Binding & Submission

Program	Cover Colour
PhD	Black
Master (Coursework)	Dark Purple
Master (Mixed - Mode)	Dark Purple

Cover Page Contents (All in CAPS):

- Title (centered, reverse pyramid)
- Student Name
- Program & Faculty
- Institution: INNOVATIVE UNIVERSITY COLLEGE
- Year of Submission

Spine Format: Name | Degree | Year – All in 16 pt, Bold, Gold Typeface

9. Special Notes

- Header/Footer: Not allowed
- Editing: Use of professional editing service is optional but encouraged
- Software Generated Figures: Must be clear, high resolution (300–400 dpi)
- Appendices: Use labels like Appendix A, B... (e.g., Figure A.1)

Appendix G

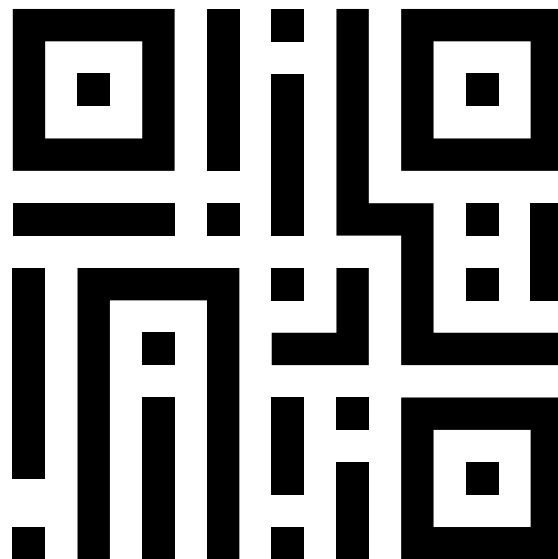
CASE STUDY & FINAL PROJECT TEMPLATE
FOR MASTER OF BUSINESS ADMINISTRATION

Soft copy of the template can be access :

PLEASE SCAN :



PLEASE CLICK :



Appendix G

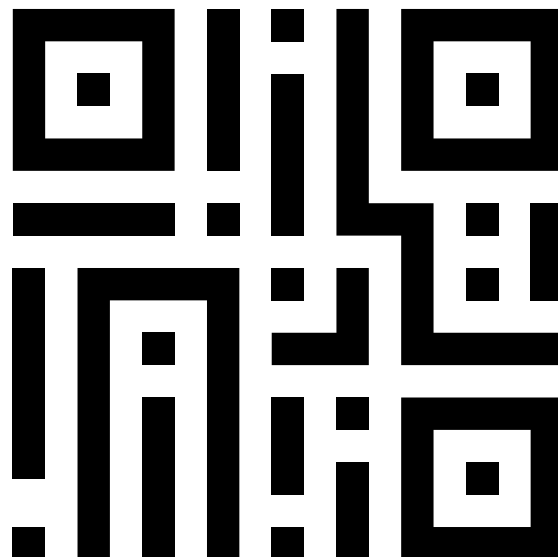
**CASE STUDY & FINAL PROJECT TEMPLATE
FOR MASTER IN BUSINESS MANAGEMENT**

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**CASE STUDY & FINAL PROJECT
GUIDELINE**

**(PROJECT TITLE)
ORGANIZATIONAL STRUCTURE AND CULTURE OF VIRGIN GROUP**

YOUR NAME

**YOUR PROGRAM
DECEMBER 2025**

TABLE OF CONTENT

ABSTRACT	1
INTRODUCTION	2
2.1 Context	3
2.2 Problem Statement	4
2.3 Objectives	5
CASE BACKGROUND	6
3.1 Company Overview	7
3.2 Key Players	8
3.3 Relevant Data	9
PROBLEM ANALYSIS	10
4.3 Identifying Core Problem	11
4.4 Factors Contributing to the Problem	12
4.5 Impact	13
SOLUTIONS AND ALTERNATIVES	14
5.1 Implemented Solutions	15
5.2 Alternatives Solutions	16
5.3 Evaluation of Solutions	17
RESULTS AND OUTCOMES	18
6.1 Positive outcomes	19
6.2 Challenges or Failure	20
6.3 Quantitative and Qualitative Analysis	21
LESSONS LEARNED	22
7.1 Key Takeaways	23
7.2 Recommendations	24
CONCLUSION	25
1. Summary	26
2. Broader Implications	27
REFERENCES	28
APPENDICES (If necessary)	29

ABSTRACT

Write a brief summary (150-250 words) of the case study, outlining the main issue, context, and key findings or conclusions. It should give readers an overview of what to expect.

INTRODUCTION

Write an introduction about the case study. Describe the company, the story and what the title is about.

2.1 CONTEXT

Describe the background of the case. Include the setting, location, time frame, and any relevant contextual details.

2.2 PROBLEM STATEMENT

Clearly state the problem or challenge that the case study addresses. What issue is being analysed, and why is it important?

2.3 OBJECTIVES

Explain the purpose of the case study. What are you trying to achieve through this analysis? What insights do you hope to uncover?

CASE BACKGROUND

It should clearly explain the subject or subjects, as well as their background information. And lastly, the background must give the reader a full understanding of the issue at hand, and what process will be taken with the study. Photos and videos are always helpful when applicable.

3.1 COMPANY / INDIVIDUAL OVERVIEW

Provide detailed information about the organization or individual involved in the case study. This could include history, structure, business model, market positioning, or other relevant details.

3.2 KEY PLAYERS

Identify and describe the key people involved in the case. This could include leadership, staff, or external stakeholders.

3.3 RELEVANT DATA

Present any relevant statistics, data, or research that sets the stage for the case study analysis.

PROBLEM ANALYSIS

A Problem Analysis investigates a situation/problem in order to allow the researcher to understand more fully the problem, in order to recommend practical solutions for solving it.

4.1 CORE PROBLEM

Explain the central issue or challenge in more detail. How did this issue arise, and what are its main components?

4.2 FACTORS CONTRIBUTING TO THE PROBLEM

Discuss the underlying causes or contributing factors that led to the problem.

4.3 IMPACT

Examine the effects of the problem on the organization or individuals involved, and explore any broader implications (e.g., financial, social, operational).

SOLUTIONS AND ALTERNATIVES

A case study analysis requires you to investigate a business problem, examine the alternative solutions, and propose the most effective solution using supporting evidence.

5.1 IMPLEMENTED SOLUTIONS

Describe the solutions or strategies that were put in place to address the problem. Explain the reasoning behind these decisions.

5.2 ALTERNATIVES SOLUTIONS

Discuss any other potential solutions that were considered but not implemented. What made them less viable or less effective?

5.3 EVALUATION OF SOLUTIONS

Critically evaluate the effectiveness of the implemented solutions. Did they resolve the problem? Were there any unintended consequences or challenges in implementation?

RESULTS AND OUTCOMES

Writing case study results and outcomes involves presenting the impact of the proposed solution or intervention. Here are some steps to help you write case study results and outcomes: Evaluate the solution by measuring its effectiveness in addressing the problem statement.

6.1 POSITIVE OUTCOMES

Highlight any positive changes, improvements, or successes that resulted from the implemented solution.

6.2 CHALLENGES OR FAILURE

Discuss any challenges faced during implementation or any aspects of the solution that didn't work as expected.

6.3 QUANTITATIVE AND QUALITATIVE ANALYSIS

If applicable, use data to support your evaluation. This could include metrics like revenue, customer satisfaction, employee engagement, or any other relevant indicators.

CONCLUSIONS

The conclusion is also where you link what you learned from analysing the case with the course readings or class discussions. This can further demonstrate your understanding of the relationships between the practical case situation and the theoretical and abstract content of assigned readings and other course content.

8.1 SUMMARY

Briefly summarize the main points of the case study, focusing on the problem, solution, and results.

8.2 BROADER IMPLICATIONS

Discuss how the case study might apply to other organizations or scenarios. What broader trends, theories, or practices can be inferred from the case?

REFERENCE

Include all sources you referenced in the case study. This might include academic articles, books, websites, interviews, or data reports. Use an appropriate citation style (APA, MLA, Chicago, etc.).

CITATIONS

Author/editor Last name, Initials. (Year) 'Title of case study' [Case Study], Journal Title, Volume (Issue), pp. page numbers. Available at: URL [Accessed Day Month Year].

APPENDICES

Attach any additional material that supports the case study but is too detailed for the main body. This could include charts, graphs, interview transcripts, or detailed data.

Appendix H

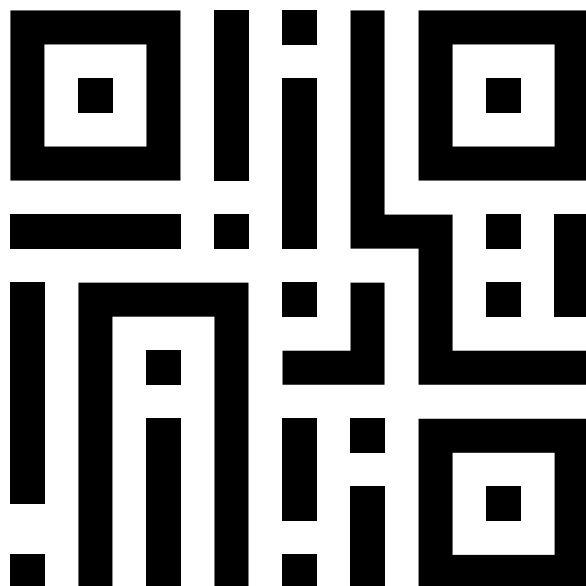
THESIS TEMPLATE

Soft copy of the template can be access :

PLEASE SCAN :



PLEASE CLICK :





INNOVATIVE UNIVERSITY COLLEGE

(Research title)

**NEW DIMENSION IN MULTIVARIATE PATTERN
RECOGNITION FOR THE APPLICATION IN
INDUSTRIAL PROCESS TECHNOLOGY**

YOUR NAME HERE

YOUR PROGRAM HERE

DECEMBER 2025

**Thesis submitted in fulfillment of the
requirement for the degree of
Doctor of Philosophy in Management**

PERMISSION TO USE

In presenting this thesis in fulfilment of the requirements for a Postgraduate degree from the Innovative University College, I agree that the library of this university may make it freely available for inspection. I further agree that permission for copying this thesis in any manner, in whole or in part, for scholarly purposes may be granted by my supervisor(s) or in their absence, by the Dean of Institute of Postgraduate Studies where I did my thesis. It is understood that any copying or publication or use of this thesis or parts of it for financial gain shall not be allowed without my written permission. It is also understood that due recognition shall be given to me and to the Innovative University College in any scholarly use which may be made of any material in my thesis.

Request for permission to copy or to make other use of materials in this thesis in whole or in part should be addressed to:

Director Institute of
Postgraduate Studies
Innovative University College

DECLARATION OF THESIS

NEW DIMENSION IN MULTIVARIATE PATTERN RECOGNITION FOR THE APPLICATION IN INDUSTRIAL PROCESS TECHNOLOGY

I, _____ hereby declare that the thesis is based on my original work except for quotations and citations which have been duly acknowledged. I also declare that it has not been previously or concurrently submitted for any other degree at Innovative University College or other institutions.

Witnessed by

Signature of Student

Signature of Main Supervisor

(Name of Student)

406190033

(Name of Main Supervisor)

Student's Permanent Address:

Kelana Jaya

Selangor

Date:

Date:

STATUS OF THESIS

Thesis Title:

I _____ hereby allow my thesis to be placed at the Resource Centre of Innovative University College with the following conditions:

- 1)The thesis becomes the property of Innovative University College;
- 2)The Institute of Postgraduate Studies or Resource Centre of Innovative University College may make copies of the thesis for academic purposes only;
- 3)The thesis is classified as (please ✓ the appropriate box)

Confidential

Non-confidential

If this thesis is confidential, please state the reason:

(Note: The content of the thesis will remain confidential for 5 years) Remarks on disclosure: _____

Endorsed by

Signature of Student

Signature of Main Supervisor

.....

(Name of Student)

406190033

.....

(Name of Main Supervisor)

Student's Permanent Address:

Kelana Jaya Selangor

Date:

Date:

ACKNOWLEDGEMENT

I'm thankful for a blessing of a healthy mind that able to receive and understand knowledge that being taught in the classroom. I would like to thank everyone, family and friends that has been with me in this beautiful journey. To all the lecturers and especially for my supervisor, that had patiently guided and advising me. May this paper will serve it purpose in the body of knowledge.

TABLE OF CONTENTS

ABSTRACT	vi
ACKNOWLEDGEMENT	vii
TABLE OF CONTENTS	viii
LIST OF TABLES	x
LIST OF FIGURES	xi
LIST OF ABBREVIATIONS	
LIST OF SYMBOLS	xiii
CHAPTER 1 INTRODUCTION	1
1.1 Background of Study	1
1.2 Problem Statement	1
1.3 Research Questions	1
1.4 Research Objectives	1
1.5 Significance of Study	2
1.6 Scope of Study	2
CHAPTER 2 LITERATURE REVIEW	3
2.1 Introduction	3
2.2 Overview of Topic XXX	3
2.1.1 Topic 1	4
2.3 Variable 1	4
2.4 Variable 2	4
2.5 Previous Research	4
2.6 Research Framework	5
2.7 Hypothesis Development	5
2.8 Underpinning Theories	5

CHAPTER 3 RESEARCH METHODOLOGY	6
3.1 Introduction	6
3.2 Research Design	6
3.2 Research Method	6
3.3 Population and Sampling	6
3.4 Data Collection Method	7
3.5 Data Analysis Method	7
CHAPTER 4 DATA ANALYSIS AND RESULTS	8
4.1 Introduction	8
4.2 Data Analysis 1	8
4.3 Data Analysis 2	8
4.4 Data Analysis 3	8
CHAPTER 5 DISCUSSION AND CONCLUSION	9
5.1 Introduction	9
5.2 Discussion	9
5.3 Contribution of Study	9
5.4 Limitation of Study	9
5.5 Recommendations for Future Research	10
5.6 Conclusion	10
REFERENCES	11
LIST OF PUBLICATIONS	12
APPENDICES	
APPENDIX 1	13
APPENDIX 2	14

LIST OF TABLES

Table 1.1	Base and supplementary units in SI system.	8
Table 1.2	Derived SI units approved by the International General Conference on Weights and Measures (CGPM).	9
Table 1.3	Derived SI units approved by the International General Conference On Weights and Measures (CGPM).	10
Table 1.4	Weights and Measures (CGPM).	11
Table 2.1	Sample of new table .	16
Table 2.2	Title	18
	The text in paragraph can be formatted using Table text style.	21
	Caption	
Table 3.1	Sample Table	

LIST OF FIGURES

Figure 1.1	MZJ Ideas on formatting Enabling the	1
Figure 1.2	Developer Tab Navigation Pane	2
Figure 1.3	Style Pane Z Layout	2
Figure 1.4	One dotx for many docx Enabling	3
Figure 1.5	Styles Pane	5
Figure 1.6	Syles Pane on right side of the	6
Figure 1.7	window	7
Figure 1.8		8
Figure 2.1	The RMSE plot for PLS and PCR models by using all descriptors on the three data split methods.	13
Figure 2.2	The atomic packing of a non-dense (random) materials.	
Figure 3.1	14 Pore size distribution (PSD) of mesoporous materials.	19

LIST OF ABBREVIATIONS

APM	Airborne particulate matter
BBB	blood-brain barrier
BMU	Best Matching Unit
CMB	Chemical Mass Balance
CPCA	Consensus PCA
CSI	Class Separation Indices Class
CSM	Sample Matrix Class Sample
CSV	Vector Class Weight Matrix
CWM	Class Weight Vector
CWV	Euclidean Distance to Centriods
EDC	

LIST OF SYMBOLS

A	Number of PLS or PCA components in the model
a	Number of the PLS or PCA component
b	
C	Number of blocks ($b=1,2,3,\dots,K$) Coarse APM
C_p	block
	Pooled covariance matrix for the two classes

CHAPTER 1

INTRODUCTION

1.1 Background of Study

The background of the study is the first section of a research paper and gives context surrounding the research topic. The background explains to the reader where your research journey started, why you got interested in the topic, and how you developed the research question that you will later specify.

1.2 Problem Statement

In summary, a thesis statement is a summary of the main point or key argument of the research paper. A problem statement describes the specific issue that the research project aims to address. A thesis statement is more focused on the final outcome of the research.

1.3 Research Questions

A research question is a question that a study or research project, through its thesis statement, aims to answer. This question often addresses an issue or a problem, which, through analysis and interpretation of data, is answered in the study's conclusion.

1.4 Research Objectives

Research objectives describe what your research is trying to achieve and explain why you are pursuing it. They summarize the approach and purpose of your project and help to focus your research. Your objectives should appear in the introduction of your research paper, at the end of your problem statement

1.5 Significance of Study

The significance of the study is a section in the introduction of your thesis or paper. It's purpose is to make clear why your study was needed and the specific contribution your research made to furthering academic knowledge in your field.

1.6 Scope of Study

The scope of a study explains the extent to which the research area will be explored in the work and specifies the parameters within the study will be operating. Basically, this means that you will have to define what the study is going to cover and what it is focusing on.

CHAPTER 2

LITERATURE REVIEW

2.1 Introduction

A literature review is a survey of scholarly sources on a specific topic. It provides an overview of current knowledge, allowing you to identify relevant theories, methods, and gaps in the existing research that you can later apply to your paper, thesis, or dissertation topic.

2.2 Overview of Topic

This section provides a foundational understanding of the research topic by exploring its historical development, theoretical underpinnings, and contemporary relevance. It highlights the evolution of key concepts, frameworks, and debates within the field, thereby establishing the academic context in which the current study is situated. By examining previous scholarly works and empirical findings, this overview sets the stage for identifying knowledge gaps and justifying the need for further investigation. It also serves to position the study within the broader landscape of related research, ensuring that the inquiry is both grounded and aligned with existing academic discourse.

2.1.2 Topic 1

This section explores the central theme of the research in depth. It outlines how the topic has evolved over time and identifies key scholarly debates, foundational theories, and emerging trends. The discussion provides a conceptual backdrop for the study, illustrating the significance of the topic within its academic and practical context..

2.3 Variable 1

Variable 1 is examined in terms of its definition, operationalization, and relevance to the research framework. This section synthesizes prior studies that have investigated this variable, highlights the methods used for its measurement, and addresses how it influences or relates to other key constructs in the study.

2.4 Variable 2

This section focuses on Variable 2 by reviewing theoretical models and empirical evidence surrounding it. The discussion emphasizes the variable's role within the research context, its relationship to other variables, and the inconsistencies or gaps that exist in the current literature, thereby justifying its inclusion in the present study.

2.5 Previous Research

An overview of previous research is presented to position the current study within the broader academic discourse. This section evaluates key findings, methodologies, and conclusions drawn by past scholars. The synthesis of these works helps to identify knowledge gaps, limitations in prior studies, and opportunities for new contributions through the current research.

2.6 **Research Framework**

A research framework refers to the overall structure, approach, and theoretical underpinnings that guide a research study. It is a systematic way of organizing and conceptualizing the research process, including the research question, data collection methods, analysis techniques, and interpretation of findings.

2.7 **Hypothesis Development**

Hypotheses are often specific predictions about what will happen in a particular study. They are developed by considering existing evidence and using reasoning to infer what will happen in the specific context of interest.

2.8 **Underpinning Theories**

Underpinning theories are referred to, by Gregor (2002) as theories for understanding social context in IS studies. The theories are intended to explain "how" and "why" things happen in the way that they do. The theory which underpins a study is often viewed as a lens.

CHAPTER 3

RESEARCH METHODOLOGY

3.1 Introduction

Further elaboration on the research design, data sources, data collection techniques, population, sampling design and analysis methods used in this research will be given in this chapter. Other than that, this chapter will uncover the research questions of this study and assess if there is a relation between the hypothesis.

3.2 Research Design

The research design refers to the overall strategy and analytical approach that you have chosen in order to integrate, in a coherent and logical way, the different components of the study, thus ensuring that the research problem will be thoroughly investigated.

3.2.1 Research Method

Research methodology refers to how your project will be designed, what you will observe or measure, and how you will collect and analyze data. The methods you choose must be appropriate for your field and for the specific research questions you are setting out to answer.

3.3 Population and Sampling

Sampling means selecting the group that you will actually collect data from in your research. For example, if you are researching the opinions of students in your university, you could survey a sample of 100 students. In statistics, sampling allows you to test a hypothesis about the characteristics of a population.

3.4 Data Collection Method

Data collection involves gathering and analysing valuable information from various sources for marketing, customer insights, and financial planning. Primary data-collection methods include quantitative (questionnaires, surveys) and qualitative (interviews, focus groups) approaches

3.5 **Data Analysis Method**

Systematic process of investigating, through varied techniques, facts and figures to make conclusions about a specific question or topic. Examples include analysing data gathered from customer surveys, conducting interviews, or reviewing case files.

CHAPTER 4

DATA ANALYSIS AND RESULTS

4.1 Introduction

Systematic process of investigating, through varied techniques, facts and figures to make conclusions about a specific question or topic. Examples include analyzing data gathered from customer surveys, conducting interviews, or reviewing case files.

4.2 Data Analysis 1

Systematic process of investigating, through varied techniques, facts and figures to make conclusions about a specific question or topic. Examples include analyzing data gathered from customer surveys, conducting interviews, or reviewing case files.

4.3 Data Analysis 2

Systematic process of investigating, through varied techniques, facts and figures to make conclusions about a specific question or topic. Examples include analyzing data gathered from customer surveys, conducting interviews, or reviewing case files.

4.4 Data Analysis 3

Systematic process of investigating, through varied techniques, facts and figures to make conclusions about a specific question or topic. Examples include analyzing data gathered from customer surveys, conducting interviews, or reviewing case files.

CHAPTER 5

DISCUSSION AND CONCLUSION

5.1 Introductions

The discussion section is where you explore the underlying meaning of your research, its possible implications in other areas of study, and the possible improvements that can be made in order to further develop the concerns of your research

5.2 Discussion

The discussion section is where you explore the underlying meaning of your research, its possible implications in other areas of study, and the possible improvements that can be made in order to further develop the concerns of your research

5.3 Contribution of Study

Your research contribution is the value or impact of your study on your field of study, and the advancement or innovation of knowledge, theory, methodology, or practice

5.4 Limitation of Study

Limitations are the impacts on the overall study due to the constraints on the research design. What is limitation in research? Limitation in research is an impact of a constraint on the research design in the overall study. They are the flaws or weaknesses in the study, which may influence the outcome of the research.

5.5 **Recommendations for Future Research**

To provide practical and actionable suggestions based on the study's findings, guiding future actions, policies, or interventions in a specific field or context. Recommendations bridges the gap between research outcomes and their real-world application.

5.6 **Conclusion**

The very last part of your thesis or dissertation. It should be concise and engaging, leaving your reader with a clear understanding of your main findings, as well as the answer to your research question. In it, you should: Clearly state the answer to your main research question.

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APPENDIX 2 MATLAB PROGRAM

```

%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%%
% This Matlab program solves the problem of Forced convection
% boundary layer flow past a horizontal moving plate in
% nanofluid with viscous dissipation
%  $f''' + ff'' = 0$ 
%  $1/Pr g'' + fg' + Nbg'h' + Ntg'^2 + Ecf''^2 = 0$ 
%  $Nbh'' + Ntg'' + NbLefh' = 0$ 

%  $f(0)=0$             $f'(0)=ee$         $f'(inf)=1$ 
%  $g(0)=1$            $g(inf)=0$ 
%  $h(0)=1$            $h(inf)=0$ 

% Masukkan nilai-nilai berikut: clear all;clc;
blt = input('Input the thickness of boundary layer = ');
deleta = input('Input the step size of blt = ');
np = (blt / deleta) + 1;
pr = input('Input the Prandtl number = ');
ee = input('Input the moving plate parameter = ');
nb = input('Input the Brownian motion parameter = '); nt
= input('Input the thermophoresis parameter = '); le =
input('Input the Lewis number = ');
ec = input('Input the Eckert number = ');

stop = 1.0; k = 1; while stop > 0.00001

eta(1,1) = 0.0;

for j = 2:np
eta(j,1) = eta(j-1,1) + deleta;end

% Initial value of velocity and temperature profile
etanpq = eta(np,1) / 4;
etaul5 = 1 / eta(np,1); etanp = eta(np,1);
for j = 1:np
deta(j,k) = deleta;
etab = eta(j,1) / eta(np,1);          etab1 = etab^2; etab3
= ((3/2) - (1/2)* etab1);
etau = eta(j,1);          etau3 = (eta(j,1)) / 3;

% moving plate
f(j,1) = (ee * eta(j,1)) - (etau3 * etab1 * (ee - 1));
u(j,1) = ee - (etab1 * (ee - 1));
v(j,1) = -2 * etaul5 * etab * (ee - 1);

% CWT
s(j,1) = (1 - etab)^2;
t(j,1) = 2 * (1 - etab) * (-etaul5); g(j,1) = (1 - etab)^2;
p(j,1) = 2 * (1 - etab) * (-etaul5);
end

```

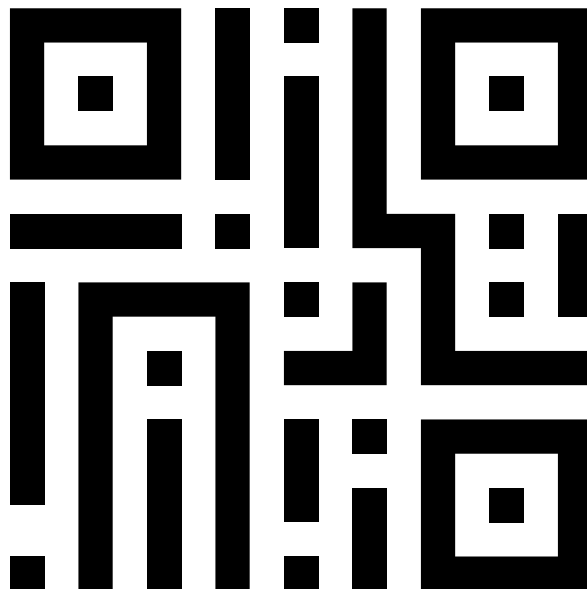
Appendix I

IPGS FORMS

PLEASE SCAN :



PLEASE CLICK :



Appendix I

IPGS FORMS


IPGS FORM 01: SUPERVISOR NOMINATION FORM

iUC Innovative University College	IPGS 01																								
	STUDENT ID: _____																								
SUPERVISOR NOMINATION FORM																									
<p>To: Dean Institute of Postgraduate Studies Innovative University College 47301 Petaling Jaya, Selangor, Malaysia</p>																									
<p>PART I (To be completed by the student)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Name of Student</td><td>_____</td></tr> <tr><td>Student ID Number</td><td>_____</td></tr> <tr><td>IC / Passport Number</td><td>_____</td></tr> <tr><td>Date of Registration</td><td>_____</td></tr> <tr><td>Faculty</td><td>_____</td></tr> <tr><td>Program</td><td>_____</td></tr> <tr><td>Main Supervisor</td><td>_____</td></tr> <tr><td>Area of Expertise</td><td>_____</td></tr> <tr><td>Co Supervisor (if any)</td><td>_____</td></tr> <tr><td>Phone Number</td><td>_____</td></tr> <tr><td>E-mail Address</td><td>_____</td></tr> <tr><td>Thesis's Title</td><td>_____</td></tr> </table>		Name of Student	_____	Student ID Number	_____	IC / Passport Number	_____	Date of Registration	_____	Faculty	_____	Program	_____	Main Supervisor	_____	Area of Expertise	_____	Co Supervisor (if any)	_____	Phone Number	_____	E-mail Address	_____	Thesis's Title	_____
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<p>The appointed supervisor will provide academic guidance and supervision throughout the duration of students thesis research</p>																									
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<p>PART II (To be completed by the Main Supervisor)</p> <p>I, the Main Supervisor for Mr/Ms _____, certify that I will provide academic guidance and supervision throughout the duration of his/her thesis research</p>																									
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Main Supervisor's Signature	Date																								
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Appendix I

IPGS FORMS

IPGS FORM 02 : STUDENTS DECLARATION & ETHICS COMPLIANCE FORM

		IPGS 02
		STUDENT ID:
STUDENTS DECLARATION & ETHICS COMPLIANCE FORM		
To: Dean Institute of Postgraduate Studies Innovative University College 47301 Petaling Jaya, Selangor, Malaysia		
PART I (To be completed by the student)		
Name of Student		
Student ID Number		
IC / Passport Number		
Date of Registration		
Date of Completion of Research Methodology Course		
Date of Proposal Defense		
Date of Publication		
Date of Viva Voce		
Faculty		
Program		
Mode of Study		
Current Status		
Phone Number		
E-mail Address		
Thesis's Title		
REV: 00		

Appendix I

IPGS FORMS


IPGS FORM 03 : PROGRESS REPORT SUBMISSION RECORD

iUC Innovative University College	<input type="text" value="IPGS 03"/>
	<input type="text" value="STUDENT ID:"/>
PROGRESS REPORT SUBMISSION RECORD	
<small>(Submit every end of semester) Attach with Progress Report</small>	
<p>To: Dean Institute of Postgraduate Studies Innovative University College 47301 Petaling Jaya, Selangor, Malaysia</p>	
PART I (To be completed by the student)	
Name of Student	<input type="text"/>
Student ID Number	<input type="text"/>
IC / Passport Number	<input type="text"/>
Date of First Registration	<input type="text"/>
Date of Completion of Research	<input type="text"/>
Methodology Course	<input type="text"/>
Date of Proposal Defense	<input type="text"/>
Date of Viva Voce Session	<input type="text"/>
Faculty	<input type="text"/>
Program	<input type="text"/>
Mode of Study	<input type="text"/>
Current Status	<input type="text"/>
Phone Number	<input type="text"/>
E-mail Address	<input type="text"/>
Semester & Year	<input type="text"/>
Thesis's Title	<input type="text"/>
<p><i>*Please attach this form together with your Progress Report</i> <i>*Progress report template can be access on Institute of Postgraduate Studies Student Handbook</i></p>	
<p>Progress report shall be submitted at every end of semester</p>	
<p>_____ Student's Signature</p>	<p>_____ Date</p>
REV: 00	

Appendix I

IPGS FORMS


IPGS FORM 04 : NOTICE OF PROPOSAL DEFENSE

	<input style="width: 95%;" type="text" value="IPGS 04"/>
	<input style="width: 95%;" type="text" value="STUDENT ID:"/>
NOTICE OF PROPOSAL DEFENSE <small>(Submit at least three (3) months prior to proposal defense session)</small>	
To: Dean Institute of Postgraduate Studies Innovative University College 47301 Petaling Jaya, Selangor, Malaysia	
PART I (To be completed by the student)	
<input style="width: 98%;" type="text" value="Name of Student"/>	
<input style="width: 98%;" type="text" value="Student ID Number"/>	
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<input style="width: 98%;" type="text" value="E-mail Address"/>	
<input style="width: 98%;" type="text" value="Thesis's Title"/>	
I will be attending my proposal defense three (3) months after the date of this notice.	
_____	_____
Student's Signature	Date
PART II (To be completed by the Main Supervisor)	
I, the Main Supervisor for Mr/Ms certify the candidate's intention to attend for proposal defense for evaluation.	
In this regard, I hereby endorse / do not endorse the progress achieved by the candidate and have no objections / object to the candidate's intention to submit the draft copies of thesis for evaluation.	
_____	_____
Main Supervisor's Signature	Date
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Appendix I

IPGS FORMS


IPGS FORM 05 : PLAGIARISM DECLARATION & SIMILARITY INDEX REPORT

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Plagiarism Acknowledgement <i>I hereby declare that this work is the result of my own independent effort and has not been plagiarized or copied, either wholly or in part, from any source without proper citation and acknowledgement. I affirm that all sources of information, data, ideas, and quotations have been appropriately referenced in accordance with academic standards. This work has not been submitted previously or concurrently to any other institution for any academic award. I fully understand that any form of academic dishonesty, including plagiarism, constitutes a serious academic offence and may result in disciplinary action as outlined in the University's academic integrity policies.</i>																															
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IPGS FORM 06 : PUBLICATION RECORD FORM

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PUBLICATION RECORD FORM <small>(Please attach a copy of the publication paper)</small>		
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PART I (To be completed by the student)		
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Appendix I

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IPGS FORM 07 : NOTICE OF THESIS SUBMISSION FOR VIVA - VOCE

	IPGS 07 STUDENT ID:																														
<p>NOTICE OF THESIS SUBMISSION FOR VIVA - VOCE (Submit at least three (3) months prior to thesis submission)</p>																															
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<p>PART II (To be completed by the Main Supervisor)</p> <p>I, the Main Supervisor for Mr/Ms certify the candidate's intention to submit three (3) draft copies of the thesis for evaluation.</p> <p>In this regard, I hereby endorse / do not endorse the progress achieved by the candidate and have no objections / object to the candidate's intention to submit the draft copies of thesis for evaluation.</p>																															
_____ Main Supervisor's Signature	_____ Date																														
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Contact Person

INSTITUTE OF POSTGRADUATE STUDIES



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DR. AZRI USMAN

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If you have any questions or require further assistance regarding the PhD in Management registration process, please feel free to contact us. Our team is ready to support you every step of the way.

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