

# Foundation in Management

(R2/010/3/0427) 02/27 (MQA/FA 1742)  
R2-(DL/010/3/0462) 06/27 (MQA/FA 2222)



Agensi Kelayakan Malaysia  
Malaysian Qualifications Agency

### Delivery Mode:

**Conventional, Open and Distance Learning (ODL)**

### Duration of Study:

**1 Year (Full-Time)**

### Intakes

- January, May and September

### Academic Schedule

- January : 14 weeks\*
- May : 14 weeks\*
- September : 14 weeks\*

\*Inclusive of exam period.

### Gain Exposure to Management Studies with Industry Specialists

The Foundation in Management programme gives students a good understanding and strong preparation for them before furthering their studies to a higher level such as in Management or other fields of interest. This will help in developing students knowledge in the field of Management and enable them to become more analytical when managing specific areas of work.

Through this programme, students will develop reading and writing skills, thinking skills and learn about the fundamentals of lifelong learning and personal development. Within a year, students should be able to gain the requisite knowledge in Management and Business.

### Career Prospects

- Administrative Assistant
- Junior Human Resource Officer
- Junior Customer Relations Officer
- Entrepreneur

### Areas of Knowledge

#### Fundamentals of Psychology

Introduces students to the fundamentals of scientific study of human behaviour, including learning and thinking, development, perception, motivation, emotion, personality and individual differences, social and abnormal behaviour.

#### Law and Society

Discover the origin of law, social and legal theories and develop analytical skills on law studies and legal institutions.

#### Lifelong Learning and Personal Development

This course is intended for Foundation-level students as a preparatory course to ensure smooth transition from Secondary School to University learning environment. It covers all aspects of student life from personal right up to academic. To a smaller extent, it also provides students with practice at becoming better communicators.

#### Introduction to Human Development

By learning through the human development concepts and theories, learners will gain better understanding on how and why people behave the way they do, and how individual vary from each other. The study of human development provides a solid foundation for human performance and human management.



### Interested in this course?

We are more than happy to share.  
Email us or give us a call.

Tel : +603 7627 7200  
WhatsApp : +011 1051 2825  
Email : enquiries@unitar.my



myUNITAR



UNITARofficial



myunitar



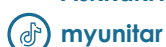
UNITARofficial



myunitar



UNITAR Official: UNITARofficial  
AskKakNelly @UNITAR:AskKakNelly



myunitar

### Did You Know?

#### STUDENT TOUCHPOINT

Faculty-student engagement throughout all semesters for students' career path guidance.

#### FOUNDATION BUNDLING

Free course fee waiver for Foundation\* programme when you progress from Foundation to Degree programme with UNITAR.

*\*Terms and conditions apply.*

### Why UNITAR?

#### 5-STAR QUALITY

5-STAR rating in QS for Teaching, Employability, Inclusiveness, Online Education and Accounting and Finance.

#### AFFORDABILITY

PTPTN, EPF and various financial aid available.

#### UNITAR C.A.R.E

We ensure that students are well-equipped with applicable skills: Collaborative, Adaptive, Reflective and Entrepreneurial.

### Entry Requirements

Pass SPM or its equivalent with at least five (5) credits in any subjects;

OR

Pass UEC with a minimum of Grade B in three (3) subjects;

OR

Pass O-Level with a minimum of Grade C in five (5) subjects;

OR

Any other equivalent qualifications recognised by the Malaysian Government.

### Course Modules

- Listening and Speaking Skills
- Learning Skills
- Fundamentals of Information Technology
- English for Communication
- Fundamentals of Statistics
- Fundamentals of Lifelong Learning and Personal Development
- Ethics Theory and Practice
- Personal Finance Management
- Law and Society
- Reading and Writing Skills
- Thinking Skills
- Economics and Society
- Fundamentals of Business Management in Digital Economy
- Fundamentals of Psychology
- Introduction to Human Development
- Fundamentals of Mathematics

### Foundation course as the first step to your dream career.

Amongst the few local private universities which offers PTPTN Loan for Foundation programmes.

Dynamic Learning - equip students for further studies across Social Sciences, Business Management and Information Technology-related areas, making it a wonderful opportunity to explore various fields of study.

Nurturing student's growth - students can capitalise on opportunities to gain insights from industry experts.



unitar.my

**UNITAR International University (DU004-B)**  
Tierra Crest, Jalan SS6/3, Kelana Jaya,  
47301 Petaling Jaya, Selangor Darul Ehsan, Malaysia