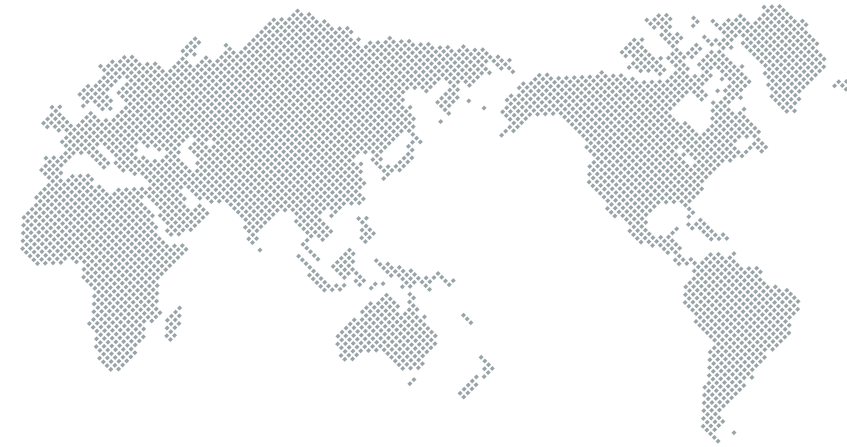


## LANGUAGE PROFICIENCY REQUIREMENTS

1. Malaysian applicants must have obtained at least a credit in English at Sijil Pelajaran Malaysia (SPM) level or have passed the English courses conducted at the Diploma or Bachelor's level.
2. All international candidates from countries where English is not a medium of instruction must have obtained a minimum TOEFL score of 550 or Band 6 for IELTS.
3. Provisional admission may be granted to an applicant who has obtained a TOEFL score of between 500 to 549 or Band 5.5 for IELTS or its equivalent. The applicant, upon registration, is required to enrol and pass the English Programme conducted by the University.



[www.putrabusinessschool.edu.my](http://www.putrabusinessschool.edu.my)

**PUTRA**   
Business School  
Nurturing Human Leaders

|                                                                                       |                                                                                                                     |                                                                                         |                                                                                    |                                                                                                         |                                                                                                                              |                                                                                      |
|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
|       | Accorded Malaysia Top Business School Status by the Malaysian Government (October 2007)                             |        |   | Ranked 11th Best Asia and Oceania MBA programme by ASIA Ranking of Best MBA Programmes Directory (2007) | Top 3 MBA programme in South East Asia and No. 9 in ASIA Ranking of Best MBA Programmes Directory (2007)                     | Ranked in TIER 5: Excellent by SETARA 2009                                           |
| Ranked 6th position in the overall UI GreenMetric World University Ranking year 2010. | 69th position in the Top 100 Universities in Asia by International Colleges and Universities 4th Edition year 2011. | Ranked 19th position in the overall UI Green Metric World University Ranking year 2012. |  |                       | Ranked 1st among the Excellent Business Schools (3 PALMES) in EDUNIVERSAL Ranking for 3 consecutive year 2010,2011 and 2012. |  |

**ENQUIRIES**  
Counselling hours for  
course enquiries  
are from 8.30 am - 6.30 pm  
Monday to Friday

**Address:**  
**PUTRA BUSINESS SCHOOL**  
*Universiti Putra Malaysia,  
43400 UPM Serdang,  
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**Phone:**  
+603 8948 3118 / +603 8946 7440 /  
+603 8946 7441

**Fax:**  
+603 8943 4019 / +603 8942 1584

**Email:**  
[enquiry@putrabs.edu.my](mailto:enquiry@putrabs.edu.my)



Malaysia's First AACSB-Accredited University





## PUTRA BUSINESS SCHOOL

Established in 1997, the Putra Business School or PUTRA (formerly known as the Graduate School of Management) at Universiti Putra Malaysia (UPM) is one of the nation's top business schools and a graduate business school of international repute. Located at Serdang, Selangor, PUTRA has become a destination of choice for many who seek to improve their business management skills through post-graduate management education.

PUTRA is the first business school in Malaysia to earn accreditation by AACSB - The Association to Advance Collegiate Schools of Business. AACSB Accreditation represents the highest achievement for an educational institution that awards business degrees. It is the hallmark of excellence in business education, and has been achieved by less than five percent of the world's business programmes.

Today, PUTRA offers a range of post-graduate management programmes, namely:

- Master of Business Administration (MBA),
- Master of Management (MM),
- Master of Science (MSc) and
- Doctor of Philosophy (PhD).



## 01 MASTER OF BUSINESS ADMINISTRATION (MBA)

The MBA programme at PUTRA was consecutively ranked as 1st among the Excellent Business Schools (3 PALMES) in the EDUNIVERSAL ranking for 3 consecutive years 2010, 2011 and 2012. Students can specialise in any of these areas:

- Finance
- Human Resource Management
- Corporate Governance
- Marketing
- International Business
- General Management

\* An MBA graduate with the corporate governance specialisation will become a graduate member of MAICSA

### ADMISSION REQUIREMENTS (MBA)

To be eligible for the Master of Business Administration (MBA) programme, applicants must possess one of the following qualifications :

- An Honours Degree with a CGPA of at least 2.75 or its equivalent. Applicants with a CGPA of below 2.75 will only be considered if he / she has a minimum GMAT (Graduate Management Admission Test) score of 550 or has had some working experience at the managerial level in an organisation, or

- A professional qualification that is recognised as being equivalent to the above requirement;

- Other qualifications that are approved by the UPM Senate.

### DURATION OF STUDY

Students with full-time status are required to register for at least 9 credit hours per trimester, and they should complete the programme in 4 to 6 trimesters. Students with part-time status must register for at least 6 credit hours per trimester and they should complete the programme in 6 to 8 trimesters.

### CLASSES AND STUDENT INTAKES

**Full Time**  
Classes are held on weekdays from 9.00 am - 5.00 pm. There are three (3) intakes for full time classes in each academic year: September, January and May.

**Part Time**  
Classes are held during the evenings on weekdays from 6.30 pm - 9.30 pm. There are three (3) intakes for part time classes in each academic year : September, January and May.

Students are required to complete a total of 48 credit hours.

## 02 MASTER OF MANAGEMENT (MM) (INFORMATION TECHNOLOGY)

The Master of Management (Information Technology) requires the successful completion of 42 credit hours including core and elective courses. Classes are held during the evening on weekdays from 6.30 pm - 9.30 pm. There are three (3) intakes in each academic year : September, January and May. At the end of the programme, students are required to sit for a comprehensive examination. This written examination covers all the courses studied in the programme.

This programme is designed for those who are involved in the information technology industry and would like to further their careers in the area of technical and business management. It is also designed for those who aspire to be successful managers in the areas of IT and knowledge management. The period of study is 5 trimesters (20 months) for both full time and part time students.

### ADMISSION REQUIREMENTS (MM)

To be eligible for the Master of Management (Information Technology) (MM (IT)) programme, applicants must have one of the following qualifications :

- An Honours Degree with a CGPA of at least 2.50 or its equivalent with two years working experience; Applicants with a CGPA below 2.50 will be considered should if have held or are holding middle level management positions for at least 10 years; or

- A professional qualification that is recognised as the equivalent of the above; or

- Any other qualifications that are approved by the UPM Senate.

## 03 MASTER OF SCIENCE (MSc)

Students are exposed to theories and critical issues related to their areas of specialisation and how their research issues may be related to other research disciplines. Candidates will gain the expertise of carrying out research in their specified research disciplines. The MSc programme appeals to individuals with an aptitude for advanced research and profesional accomplishment. It entails the formulation of research objective application and use of the appropriate theories and concepts for successful pursuit of a research project to its logical conclusion. Each student is required to defend, first the proposal and finally the completed thesis.

The period of study ranges from 4 semesters (2 years) to 6 semesters (3 years). Classes are held during the evening on weekdays from 6.30 pm - 9.30 pm. There are two (2) intakes of students in each academic year, the September and March semesters.

### ADMISSION REQUIREMENTS (MSc)

Candidates can specialise in one of the following areas :

- Management
- Finance
- Human Resource Management
- Marketing
- Accounting
- Services Management

To be eligible for the Master of Science (MSc) programme, applicants must have any one of the following qualifications:

- An Honours Degree with a CGPA of at least 3.00 or its equivalent with (2) years of working experience; Applicants with a CGPA below 3.00 will be considered if they have held or are holding middle level management positions for at least 10 years; or

- A professional qualification that is recognised as the equivalent of the above; or

- Any other qualifications that are approved by the UPM Senate.

## 04 DOCTOR OF PHILOSOPHY (PhD)



The main objective of the Doctor of Philosophy programme is to prepare students for careers as academics or researchers in the public or private sector. The doctorate programme is designed to enhance students' competencies in carrying out research for knowledge enhancement and knowledge creation. The research involves an in-depth focus in a specific area of management. Students are expected to equip themselves with strong theoretical and methodological foundations and to develop their ability to conduct research independently.

The period of study ranges from 6 semesters (3 years) to a maximum of 10 semesters (5 years). Classes are held during the evening on weekdays from 6.30 pm - 9.30 pm. There are two (2) intakes of students in each academic year, the September and March semesters.

The areas of specialisation offered are as follows :

- Management
- Finance
- Human Resource Management
- Services Management
- Marketing
- Accounting
- Business Law

### ADMISSION REQUIREMENTS (PhD)

To be eligible for admission into the Doctor of Philosophy (PhD) programme, applicants are required to possess any one of the following qualifications. :

- A Master's Degree with CGPA of at least 3.30 or its equivalent in the relevant fields. Applicants with a Master's Degree with CGPA below 3.30 or equivalent in the relevant fields will only be considered if the applicants possess substantial experience in the relevant researchs area, or

- Other qualifications that are approved by the UPM Senate.

# GREAT REASONS TO JOIN PUTRA Business School



Nurturing Human Leaders

At Putra Business School we remind students what it means to be human, why humans cannot reach their potential as non-human machines, and why this realization is the key to rescuing businesses and national economies, while restoring the sacredness of being human.

5 great reasons to join PUTRA:

1. **Worldwide Recognition:** PUTRA is the 1st Malaysian graduate school, and the 6th in Southeast Asia, to receive accreditation from AACSB.

2. **Flag bearer:** Malaysia's flag bearer for Human Governance & Leadership for the new world order.

3. **Collaboration:** PUTRA collaborates with more than twenty renowned academic institutions around the world including Kellogg School of Management, USA and Yonsei University, Seoul, Korea.

4. **Lifelong Learning:** We use case studies as a key instructional method to challenges students to “learn to learn” while working cooperatively in groups.

5. **Financial Aid:** Financial assistance is available for eligible students via MARA, PTPTN and MyBrain15.

