

ABOUT UNIVERSITI POLY-TECH MALAYSIA

Universiti Poly-Tech Malaysia, also known as UPTM, is an institution of higher learning has built itself upon years of continuous improvements and change leading to a wealth of experience and wisdom.

At UPTM, the focus is on providing a comprehensive education that goes beyond theoretical knowledge to include the development of essential human attributes, attitude, and aptitude. The university's committed educators work tirelessly to ensure that every student receives personalised attention and support that enables them to realise their full potential.

UPTM's curriculum is anchored in contemporary technologies and business education, offering students a wide range of innovative courses that challenge and stimulate their skills and expertise essential for them to thrive in the fast-paced world of business. It is important to note that Poly-Tech, in this context, refers to the incorporation of cutting-edge technologies into business education, and should not be confused with technical or vocational education.

On the overall, the university's emphasis is on producing graduates who are not only highly skilled and knowledgeable, but also possess the essential qualities of professionalism, ethical responsibility, and social awareness. With its unwavering commitment to academic excellence, UPTM stands out as an institution of higher learning that prepares students for successful careers and meaningful lives.

VISION

To become a university of choice in nurturing professionals impacting the nation.

MISSION

- Develop ethical, holistic and balanced professional
- To utilize knowledge and innovative contemporary technologies to contribute towards the development of the nation.

MOTTO

Trusted • Caring • Resilient • Respected

OBJECTIVES

- To provide opportunities to pursue professionally recognised programmes.
- To provide vibrant and invitational programmes relevant to current market needs and customers' demands.
- To design programmes that inculcate graduates' synergetic talents.
- To ensure that graduates are adequately prepared for the local and global workforce.
- To establish human resource development programmes as tool for assimilating the value of society.
- To establish a distinctive and accountable centre of excellence in managing research, consultation and services.

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MESSAGE FROM THE VICE CHANCELLOR

I am honored to welcome you to the Universiti Poly-Tech Malaysia (UPTM), an esteemed academic institution based at the heart of the capital city of Malaysia. As the Vice-Chancellor of UPTM, I am excited to invite you to join our community of scholars, where you will have the opportunity to develop into ethical, holistic, and balanced professionals who can impact the nation positively.

UPTM has undergone a remarkable transformation from a college to a university college and now a full-fledged university. This growth is a testament of our commitment to academic excellence and our dedication in providing a conducive learning environment. Our vision is to become a university of choice in nurturing professionals who can make a difference in society. We aim to achieve this by providing our students with the necessary skills, knowledge, and values to excel in their chosen fields.

At UPTM, our mission is to develop ethical, holistic, and balanced professionals who can contribute to the development of the nation using knowledge and innovative contemporary technologies. We strive to ensure that our graduates possess the necessary skills to thrive in a competitive global environment. Our curriculum is designed to challenge our students while also nurturing their intellectual curiosity.

Our university's core values are based on trust, care, resilience, and respect, which guide us in all our interactions with students, faculty, and staff. We pride ourselves on our inclusivity, diversity, and the community of scholars that we have built over the years. We are confident that you will find a home at UPTM, where you can grow and learn alongside other ambitious students.

I welcome you to explore our website and learn more about UPTM. Our dedicated faculty and staff are always to answer any questions you may have about our programs, admissions process, or campus life. We hope to hear from you soon and look forward to welcoming you to our university.

Sincerely,

Vice Chancellor
University Poly-Tech Malaysia

INTRODUCTION

This PhD program is equipped with comprehensive knowledge and required skills in Business Administration focusing on specific areas chosen by the candidate in order to be high-level management professionals in different managerial and organizational contexts and talented researchers in research institutions. Students are prepared to produce original intellectual contributions to the body of knowledge in their chosen fields and apply it to the contemporary business problems faced in their professional careers.

PROGRAMME INFORMATION

| | | | |
|----|----------------------------------|---|---|
| 1. | Programme Title | : | Doctor of Philosophy (Business Administration) |
| 2. | Programme Code | : | AB401 |
| 3. | Duration | : | Min 3 years and Max 5 years (Full time) |
| 4. | Total Credit Hours | : | NULL |
| 5. | Medium of Instruction | : | English |
| 6. | Entry Requirement | : | <p>i. A Master's Degree (Level 7, Malaysian Qualifications Framework, MQF) in a business or related field as accepted by the Higher Education Provider (HEP) Senate;</p> <p style="text-align: center;">OR</p> <p>ii. Other qualification equivalent to a Master's Degree (Level 7, MQF) as accepted by the HEP Senate;</p> <p style="text-align: center;">OR</p> <p>iii. Other equivalent qualification recognized by the Malaysian Government</p> <p style="text-align: center;">AND</p> <p>For international student, a candidate must obtain one of the following: i. Minimum 60 the Test of English Foreign Language (TOEFL iBT) ii. Minimum Band 6.0 score in International English Language Testing System (IELTS) iii. Degree from Malaysian University with English as its medium of instruction iv. Malaysian University English Test (MUET) Band 4</p> |
| 7. | Programme Educational Objectives | : | The PhD in Business Administration programme aims to produce high level management professionals who are: |
| | PEO1 : | | Able to demonstrate critical understanding of the most advanced knowledge at the frontiers of professional practice in business administration; |

| | | |
|----|---|---|
| | PEO2 : | Able to independently conduct, manage, and lead advanced research which contributes to substantial, new and original knowledge, and/or professional practice in business administration |
| | PEO3 : | Able to produce research outputs in the form of a thesis in the business administration field; |
| | PEO4 : | Able to demonstrate capacities to present and defend points of view, thesis and ideas in the area of business administration expertise with knowledge and confidence. |
| 8. | Programme Outcomes | : |
| | It is hoped that upon the completion of the program, graduates should be able to: | |
| | PLO1 : | Demonstrate comprehensive, systematic, integrated, new, complex and abstract idea of current critical issues in the most advanced frontiers of knowledge of a field of study, discipline or practice; |
| | PLO2 : | Critically analyze, evaluate and synthesize new, complex and abstract ideas and current critical issues in the most advanced frontiers of knowledge of a field of business administration and refine existing concepts and practices; |
| | PLO3 : | Demonstrate ability to design and implement or adapt highly advanced, specialized research methodologies which is at the forefront of one or more area of specialization in business administration; |
| | PLO4 : | Work to deal with different people in learning and working communities and other groups and networks, ethically and professionally; |
| | PLO5 : | Communicate effectively research findings to peers, scholarly communities and society at large in the business administration field of expertise; |
| | PLO6 : | Use existing appropriate tools or methodologies to support and enhance research activities; |
| | PLO7 : | Undertake critical evaluation of numerical and graphical data; |
| | PLO8 : | Work with substantial autonomy, independence, and authority in the conduct and management of research and resources, which contribute, to new knowledge and advanced management practices; |

| | | | |
|-----|---------------------|--|-------------------------------|
| | PLO9: | Integrate knowledge for lifelong learning with development of new ideas and solutions; | |
| | | | |
| | PLO10 | Initiate and lead entrepreneurial ventures and projects; and | |
| | | | |
| | PLO11 | Demonstrate adherence to legal, professional and ethically sound codes of practice. | |
| | | | |
| 9. | Awarding Body | : | Universiti Poly-Tech Malaysia |
| | | | |
| 10. | Programme Standards | : | |
| | | | |

PROGRAMME STRUCTURE

PHD IN BUSINESS ADMINISTRATION–INTAKE JULY (LONG-LONG-SHORT-LONG)

PROGRAMME STRUCTURE AB401 (Full Time Mode)

| No. | Semester | Course Code | Course Titles | Credit Hours |
|-----|----------|-------------|--|--------------|
| 1. | 1 | RMS6033 | Proposal Meeting & Thesis Writing | 3 |
| 2. | 1 | RMS6043 | Advanced Research Methodology | 3 |
| 3. | 1 | RMS6043 | Seminar on Current Issues in Business Administration | 3 |
| 4. | 2 | | Proposal Preparation and submission | NONE |
| 5. | 3 | | Colloquium | NONE |
| 6. | 4 | | Proposal Defense | NONE |
| 7. | 5 | | Analysis of Data | NONE |
| 8. | 5 | | Thesis Writing and Review of Thesis | NONE |
| 9. | 6 | | Submission & Mock Viva | NONE |
| 10. | 6 | | Viva | NONE |

COURSE INFORMATION

PROPOSAL & THESIS WRITING (RMS6033)**Prerequisite : None**

The course is designed to help students to understand the process of thesis writing from preparing research proposal until the submission of the final thesis. Students are also exposed to effective writing skills to ensure a high quality production of phd thesis.

ADVANCED RESEARCH METHODOLOGY (RMS6043)**Prerequisite: None**

Research Methodology is a hands-on course designed to impart education in the foundational methods and techniques of academic research. It assists the students to enhance their understanding on the research methods and enable them to apply various methods and theories in their real disciplines. Once equipped with this knowledge, participants would be well-placed to conduct disciplined research under supervision in an area of their choosing.

SEMINAR ON CURRENT ISSUES IN BUSINESS ADMINISTRATION (RMS6053)**Prerequisite: None**

This course is to help students identify their research interest and select a suitable topic for the research proposal. At the same time this course will help to develop the students' skill in communication through class presentation.

STUDY PATH

PHD IN BUSINESS ADMINISTRATION – AB401.

Students are prepared to produce original intellectual contributions to the body of knowledge in their chosen fields and apply it to the contemporary business problems faced in their professional careers.

ACADEMIC PLANNER

| ACTIVITY | Long Semester | Short Semester |
|-----------------------------|---------------|----------------|
| | Day / Week | Day / Week |
| Registration (New Students) | Day 1 | Day 1 |
| Induction | Day 2 | Day 2 |
| Add/Drop Week | Week 4 | Week 2 |
| Lectures | Week 1 - 7 | Week 1 - 7 |
| Mid-Semester Break | 1 Week | |
| Lectures | Week 8 – 14 | |
| Revision Week | 2 Days | 2 Days |
| Final Examination | 3 Weeks | 1 - 2 Weeks |
| Semester Break | 2 - 3 Weeks | 2 - 3 Weeks |

Note: Actual academic calendar can be accessed in the UPTM website at www.uptm.edu.my.

- The University reserves the right to make any changes to the academic calendar when necessary. Students are advised to be aware of announcements regarding changes at all times.

ACADEMIC REGULATIONS

- All UPTM students are subjected to the academic rules and regulations as outlined in the Academic Regulations of Universiti Poly-Tech Malaysia (UPTM) (2023 Amendment). A copy of this academic rules and regulations can be accessed in the UPTM website at www.uptm.edu.my.
- All UPTM students pursuing academic programmes in collaboration with professional, local or foreign partner institutions are also subjected to the rules and regulations of the partner institutions. A copy of this handbook can be accessed in the UPTM website at www.uptm.edu.my