



WELCOME TO
UNIVERSITI
UTARA
MALAYSIA

POSTGRADUATE STUDIES
ACADEMIC BRIEFING
FIRST TRIMESTER 2024/2025 (A241)

Professor Dr. Subramaniam Sri Ramalu
Deputy Dean OYAGSB Sintok

Othman Yeop Abdullah Graduate School of Business (Sintok)

11st September 2024

UUM College of Business (UUM COB)

School of Business Management (SBM)

School of Economics, Finance and Banking (SEFB)

Tunku Puteri Intan Safinaz School of Accountancy (TISSA-UUM)

Islamic Business School (IBS)

School of Technology Management and Logistics (STML)



College of
Business

Universiti Utara Malaysia



OYAGSB Sintok Management



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders



Prof. Dr. Hassan Abu Bakar
Dean OYAGSB Kuala Lumpur
abhassan@uum.edu.my
+604-928 7101



Prof. Dr. Subramaniam A/L Sri Ramalu
Deputy Dean OYAGSB Sintok
subra@uum.edu.my
+604-928 7102



Nur Shazwani Shariffudin
Assistant Registrar OYAGSB Sintok
shazwani@uum.edu.my
+604-928 7104



Assoc. Prof. Dr. Francis Chuah Chin Wei
Academic Director OYAGSB Sintok
francischuah@uum.edu.my
+604-928 7103



OYAGSB Sintok Staff



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

ADMISSION, RECORD AND PROMOTION



Nur Faiza Izzati Shafee
Admin Assistant (C/O)
nurfaiza@uum.edu.my
+604-928 7121



Mohd Erwan Azizan
Admin Assistant (C/O)
erwan@uum.edu.my
+604-928 7120



Nor Hashima Husin
Admin Assistant (C/O)
nhashima@uum.edu.my
+604-928 7130



Wan Muhamad Zhafri Wan Bakar
Admin Assistant (C/O)
wmzhafri@uum.edu.my
+604-928 7156



OYAGSB Sintok Staff



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

ADMINISTRATION AND FINANCE (STUDENT FEES)



Hasniza Norsazali
Admin Assistant (C/O)
hasnyza@uum.edu.my
+604-928 7122



Juriyani Abdul Rani
Admin Assistant (C/O)
juriyani@uum.edu.my
+604-928 7156

SCHEDULING AND EXAMINATION



Zaidah Abd Wahab
Admin Assistant (C/O)
zaidah@uum.edu.my
+604-928 7119



Sources of information

Sources of Information



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

The screenshot shows a web browser displaying the website for the Postgraduate Studies Unit (PSU) of the College of Business (COB) at Universiti Utara Malaysia. The browser's address bar shows the URL psucob.uum.edu.my. The website header includes the UUM logo and navigation links: HOME, ABOUT US, PROSPECTIVE STUDENTS, CURRENT STUDENTS, and CONTACT US. The main content area features a large image of the building entrance with a red banner that reads "Postgraduate Studies Unit UUM COB". Below this, the text "Gateway to Postgraduate Education in Business & Management" is displayed in white and yellow. A yellow bar at the bottom of the page contains the text "POSTGRADUATE STUDIES UNIT, UUM COLLEGE OF BUSINESS".

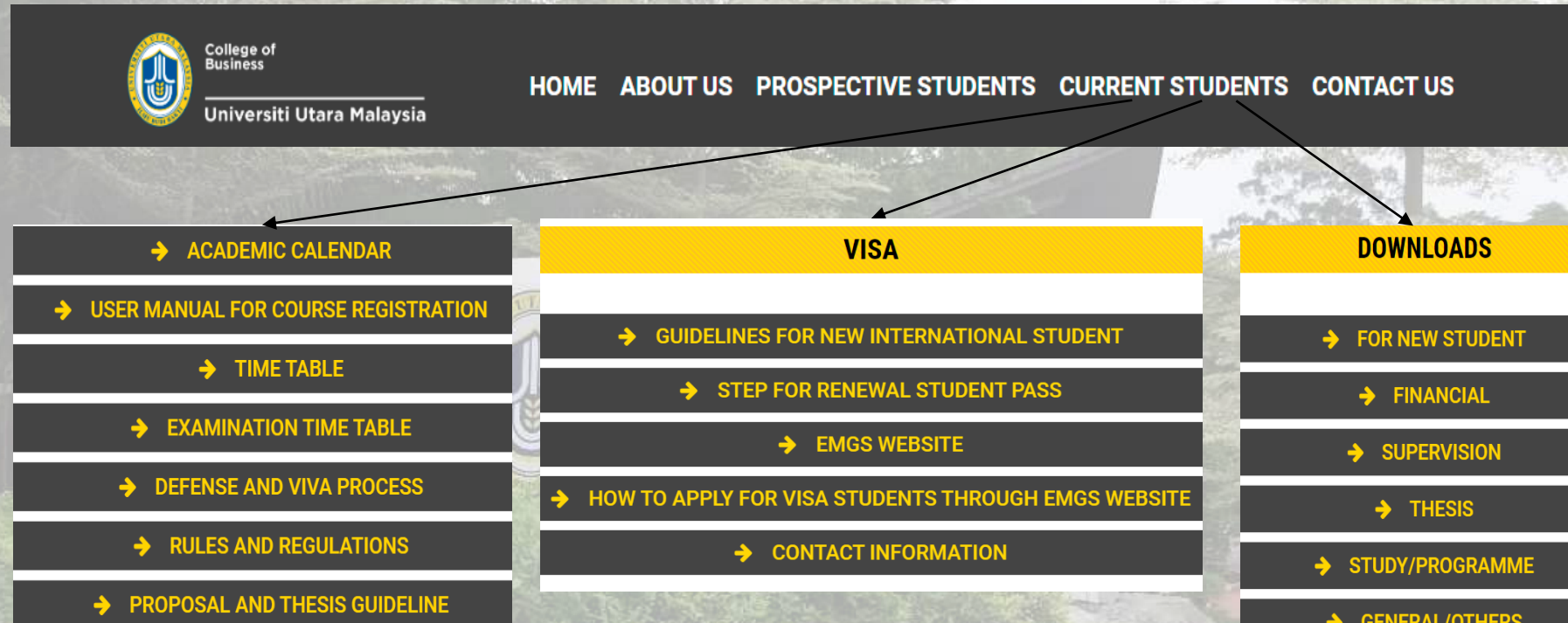
Sources of Information



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders



Sources of Information



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

ACADEMIC CALENDAR FOR ACADEMIC SESSION OF 2024/2025 (APPLIES IN UUM SINTOK & UUMKL)

ACADEMIC CALENDAR	FIRST TRIMESTER (241)	SECOND TRIMESTER (242)	THIRD TRIMESTER (243)
Arrival of new international postgraduate students	8/9/2024	5/1/2025	4/5/2025
Fees Payment/ Medical Check-up/Health Insurance for new students (International)	9 – 10/9/2024	6 – 7/1/2025	5 – 6/5/2025
Registration of new postgraduate students	11/9/2024	8/1/2025	7/5/2025
Last day to register for new postgraduate students	29/9/2024	26/1/2025	25/5/2025
Renewal of registration for returning postgraduate students	12 – 29/9/2024	9 – 26/1/2025	8 – 25/5/2025
Course registration for new and returning postgraduate students	12 – 19/9/2024	9 – 16/1/2025	8 – 15/5/2025
Period of study	12/9 - 5/12/2024	9/1 – 3/4/2025	8/5 – 31/7/2025
Last day for students to submit Thesis/Dissertation for examination or Senate approval (without charge)	12/10/2024	9/2/2025	8/6/2025
Last day for students to settle the fees for the current semester	12/10/2024	9/2/2025	8/6/2025
Last day to WITHDRAW from examination / to apply for deferment of study (with 50% refundable fees)	11/11/2024	8/3/2025	7/7/2025
Last day to WITHDRAW from examination / to apply for deferment of study	28/11/2024	28/3/2025	25/7/2025
Last day to submit Project Paper/Internship/ Practicum Report	5/12/2024	3/4/2025	31/7/2025
Final assessment	6 – 19/12/2024	4 – 17/4/2025	1 – 14/8/2025
Trimester break	20/12/2024 – 8/1/2025	18/4 – 7/5/2025	15/8 – 3/9/2025
Last day for lecturers to transmit examination marks	1/1/2025	30/4/2025	28/8/2025
Release of results	8/1/2025	7/5/2025	3/9/2025

ACADEMIC CALENDAR 2024/2025

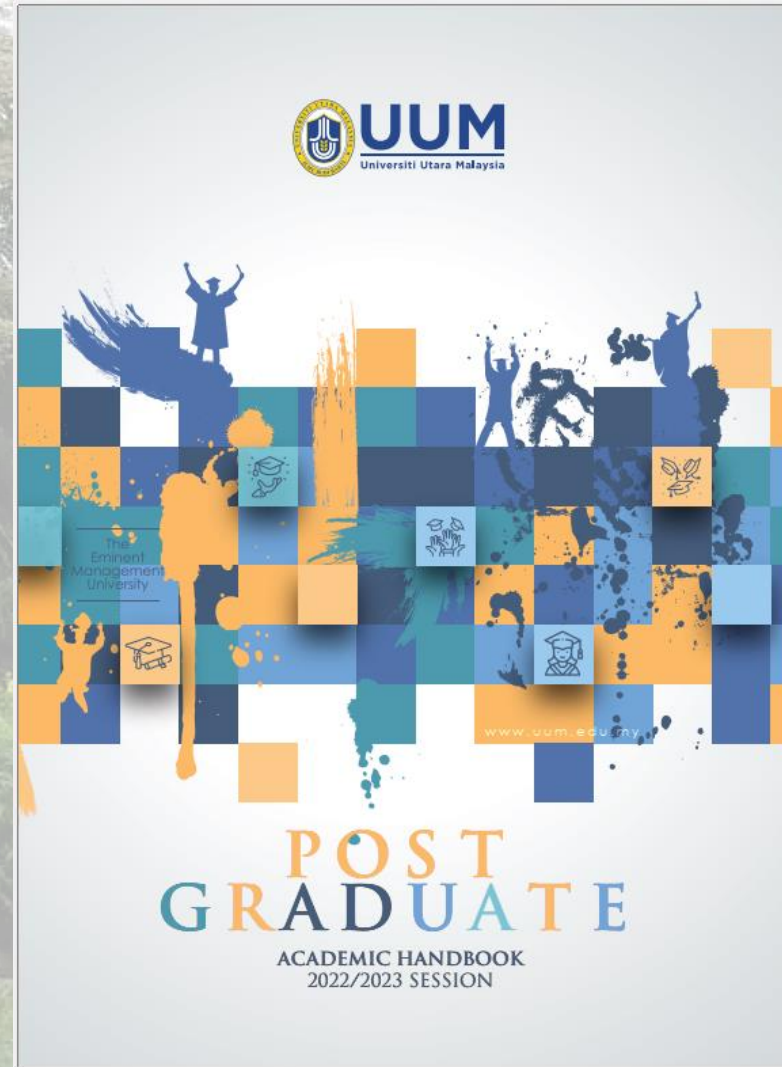
Sources of Information



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders



POSTGRADUATE ACADEMIC HANDBOOK

Sources of Information



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

NOW OPEN!

ADMISSION INTO POSTGRADUATE PROGRAMME
AVAILABLE AT UUM SINTOK AND UUM KUALA LUMPUR

MASTER PROGRAMME :

- Master of Economics (MEc.)
- Master of Science (Finance)
- Master of Science (Banking)
- Master of Science (Risk Management)
- Master of Human Resource Management (MHRM)
- Master of Science (Occupational Safety & Health Management)
- Master of Science (Management)
- Master of Science (Islamic Finance)
- Master of Islamic Business Studies (MIBS)
- Master in Islamic Finance and Banking (MIFB)
- Master of Science (Operation Management) Research
- Master of Science (Technology Management)
- Master of Science (Supply Chain Management)
- Master of Science (Transportation & Logistics Management)
- Master of Science (Project Management)
- Master of Science (Accounting)
- Master of Science (International Accounting)
- Master in Taxation

DOCTORAL PROGRAMME : ALL SCHOOLS

Tel: +604-928 7130/7119/7121/7122/7124/7156
Email: cobpg@uum.edu.my

Postgraduate Studies Unit, UUM COB
852 likes • 1.2K followers

Intro
We aim to become one-stop centre to provide necessary support services and a unique learning experie

What's on your mind?
Live video Photo/video Reel

<https://www.facebook.com/psucobuum>

Sources of Information



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Postgraduate Studies Unit, UUM COB
384 subscribers

Pinned message
RENEWAL OF REGISTRATION FOR RETURNING POSTGRADUATE STUDENTS: FIRST TRIMESTER SEPTEMBER 2023/2024 (A231) SESSION

Postgraduate Studies Unit, UUM COB

RENEWAL OF REGISTRATION FOR RETURNING POSTGRADUATE STUDENTS: FIRST TRIMESTER SEPTEMBER 2023/2024 (A231) SESSION

Registration for Courses (Add/Drop Period)
7 – 14 September 2023

Renewal of registration for New Trimester (Activation of Student Status)
7 – 24 September 2023

Registration for the new semester and course registration can be done via UUM Portal at <https://portal.uum.edu.my>. Students must pay any outstanding fees by **4 September 2023**. Students who do not comply will be unable to access the registration system.

Students who do not register within the specified time frame without prior permission from the Director of Postgraduate Studies Unit, UUMCOB, **may have their studies terminated**.

The **deadline** for paying fees for the current trimester, September 2023/2024 (A231) is **7 October 2023**.

The university maintains the right to levy an **RM200** penalty if you:
1. Register after the registration period has ended.
2. Fees for the current trimester (A231) are not paid by 7 October 2023.

RENEWAL OF REGISTRATION FOR RETURNING POSTGRADUATE STUDENTS: FIRST TRIMESTER SEPTEMBER 2023/2024 (A231) SESSION
334 9:43 AM

Postgraduate Studies Unit, UUM COB

IMPLEMENTATION OF THE TEACHING AND LEARNING PROCESS (T&L) FOR POSTGRADUATE PROGRAMME EFFECTIVE FROM TRIMESTER 231

In reference to the notice from Academic Affairs Department, Universiti Utara Malaysia dated 6th August 2023, please be informed that the Teaching and Learning process (T&L) for Trimester 231 onwards will be implemented as follows:

1. The University has decided that all Teaching and Learning (T&L) activities will be conducted face-to-face.
2. Supervision of the Master's and Doctoral research component (Thesis, Dissertation, Research Paper and Project Research) will also be conducted face-to-face. However, online supervision is permissible subject to mutual

[JOIN CHANNEL](#)

Channel Info
Postgraduate Studi...
384 subscribers

t.me/cobpginfo
Link

Education
Description

Notifications

263 photos
1 video
18 files
75 shared links

Join Channel
Report

<https://t.me/cobpginfo>

Academic rules and regulations



UUM
Universiti Utara Malaysia



UUM
Universiti Utara Malaysia

STUDENT DRESS CODE



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders



Contoh Pakaian Yang Dibenarkan Waktu Pejabat/ Rasmi
Example of clothes that are allowed during office hours/ official

Menghadiri kuliah, tutorial & menduduki peperiksaan
Berurusan di Jabatan/ Perpustakaan/ Pusat Pengajian/ Pusat, Bahagian & Inapan Siswa (INASIS)
Attending lectures/tutorials & sitting for examinations
Conducting business at Departments/ Academic Schools/ Centre/ Divisions & DPP offices



Contoh Pakaian Yang Dibenarkan Di Luar Waktu Pejabat/ Tidak Rasmi
Example of clothes that are allowed after office hours/ unofficial

Perpustakaan | Aktiviti Sukan | Inapan Siswa | Pusat Kesihatan Universiti
Library | Sports | Students Residential Halls | University Medical Centre



ETIKA PAKAIAN PELAJAR STUDENT DRESS CODE



PERINGATAN

Semua pelajar dikehendaki mematuhi Etika Pakaian Rasmi Pelajar semasa berurusan dengan pihak Universiti. Tindakan tatatertib akan dikenakan kepada pelajar yang tidak mematuhi peraturan ini mengikut Kaedah-kaedah Universiti Utara Malaysia (Tatatertib Pelajar-pelajar), 1999, AUKU

REMINDER

All students are to adhere to the Student Dress Code when dealing with University matters or staff. Disciplinary action will be taken against students who do not follow these guidelines in accordance with the rules and regulations of Universiti Utara Malaysia (Student Code of Conduct), 1999, AUKU

LUAR WAKTU PEJABAT | TIDAK RASMI

PERPUSTAKAAN

Kemeja tanpa tali leher atau kemeja-T berkolar

AKTIVITI KORURIKULUM

Pakaian seragam/ baju-T putih berkolar tanpa sebarang tulisan/ imej dan 'track-bottom' berwarna hitam serta berkasut sukan warna putih.

AFTER OFFICE HOURS | UNOFFICIAL

LIBRARY

Shirts without neckties or collared T-shirts are allowed

CO-CURRICULAR ACTIVITIES

Co-curricular uniform or white collared and sleeved T-shirt (with no wordings/ images), black track bottoms and white sports shoes.



Activation of Status & Course Registration (New Students)



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders



Activation of Status & Course Registration (Returning Students)



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Register within **ONE WEEK** of the new trimester commence

Not registering within the stipulated time without prior approval from the Dean of Graduate School to defer registration can result in termination of study

Fee **MUST** be paid within **30 days** of the commencement of new trimester

Failing to settle fee within the specified period will result in **DE-ACTIVATION** of student status (all registered courses will be dropped).
A penalty of RM200 will be charged for reactivation

Deferment of study



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Apply formally to the Dean of Graduate School stating reasonable excuse.

Deferment of study due to **health condition** (with medical certification) – will not be considered in the calculation of period of study

Deferment of study other than health condition – will be considered in the calculation of period of study

Deferment of study can be granted for a period of not less than **ONE (1) trimester** but **not exceeding THREE (3) trimester** during the entire duration

Change of Programme



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Allowed **ONCE** during course of study
Pay a non-refundable fee of **RM200.00**

Coursework Programme

Application must be made **within two weeks**
after the examination result has been released
by OYAGSB

Research-based Programme

A **research proposal** must be enclosed with
the application to change a programme by
coursework to a programme by research

Application to change a programme **MUST** be approved by Dean of Graduate School

The change of programme is effective in the following semester

Change of Study Mode



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Students are allowed to change their mode of study from full-time to part-time or vice versa by applying to the Dean of Graduate School

Allowed **ONCE** during course of study

Period of study (Master)



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Master Programme (Coursework and Mixed Mode)

Mode	Minimum Period	Maximum Period
Full Time	3 Trimesters (1 year)	9 Trimesters (3 years)
Part Time	6 Trimesters (2 years)	15 Trimesters (5 years)

Master Programme (Research)

Mode	Minimum Period	Maximum Period
Full Time	6 Trimesters (2 years)	9 Trimester (3 years)
Part Time	9 Trimesters (3 years)	15 Trimesters (5 years)

Period of study (Doctoral)



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Doctoral Programme (Research)

Mode	Minimum Period	Maximum Period
Full Time	9 Trimesters (3 years)	15 Trimesters (5 years)
Part Time	12 Trimesters (4 years)	21 Trimesters (7 years)

Proposal Defence



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Programme and Mode	Maximum duration from the date of admission
Doctoral by Research (Full Time)	18 months
Doctoral by Research (Part Time)	24 months
Master by Research (Full Time)	9 months
Master by Research (Part Time)	12 months

Requirements:

- i. Successfully completed **TWO (2)** pre-requisite course with minimum B grade within first **TWO (2)** trimester
- ii. Presented the research idea in colloquium organized by School or UPSCOB (Doctoral students only)

Note:

Student who failed to defend their research proposal within the stipulated time frame will be terminated



Programme and Mode	Earliest submission from the date of admission	Threshold
Doctoral by Research (Full Time)	After 24 months	5 years
Doctoral by Research (Part Time)	After 36 months	7 years
Master by Research (Full Time)	After 18 months	3 years
Master by Research (Part Time)	After 24 months	5 years

Note:

Candidate who failed to submit their thesis within the time specified shall be deemed **FAIL**

Coursework Load



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Mode	Minimum credits	Maximum credits
Full Time	12 credits (4 courses)	16 credits (5 courses)
Part Time	3 credits (1 course)	8 credits (2 courses)

Universiti Utara Malaysia

Grading system



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Grade	Mark Scale	Grade Point
A+	90-100	4.00 (Excellent)
A	80-89	4.00 (Excellent)
A-	75-79	3.67 (Good)
B+	70-74	3.33 (Good)
B	65-69	3.00 (Good)
B-	60-64	2.67 (Satisfactory)
C+	55-59	2.33 (Satisfactory)
C	50-54	2.00 (Fail)
C-	45-49	1.67 (Fail)
D+	40-44	1.33 (Fail)
D	35-39	1.00 (Fail)
F	0-34	0.00 (Fail)
X		0.00 (Barred)
S / US (Audit Paper)		Satisfactory / Unsatisfactory
W		Withdraw
P / F (Research Paper)		Pass / Fail
IP (Project Paper/Research Paper/Dissertation)		In Progress

Appeal for examination results



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Appeal in writing **within TWO (2)** weeks after results are announced

Charges: **RM100 / subject**

A committee will be set-up to re-examine the paper

The decision by the Senate is **FINAL**

Terms for continuation



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

PASS

Achieved a **CGPA ≥ 3.00** and is allowed to continue to subsequent semester

CONDITIONAL PASS

Achieved a **CGPA from 2.67 to 2.99** for the first time
Allowed to continue to subsequent semester and must achieve **CGPA ≥ 3.00** in the subsequent semester

Term for continuation (I)



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

CONDITIONAL PASS

In the last trimester

Status	Outcome
Obtain a CGPA of 2.90 – 2.99 in present trimester	Allowed to continue without having to appeal
Obtain a CGPA of 2.80 – 2.89 in present trimester	Allowed to continue after appeal
Obtain a CGPA < 2.80 in present trimester	Will be terminated

Terms for continuation (II)



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Status	Outcome
Obtain a CGPA of 2.00 – 2.67 in any trimester for the first time	Allowed to REPEAT the trimester
Student as in (I) and (II) who obtained a CGPA < 3.00 in the following trimester	Will be terminated
Obtain a CGPA < 2.00 in any trimester	Will be terminated

Terms for repeating courses



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Doctoral / Master student by full research:

Minimum B grade for all prerequisite courses. Those **less than B grade MUST repeat** the courses before being allowed to proceed with their proposal defence.

Complete all courses within the first TWO (2) trimesters of study

Student with grade point **less than 2.33** (C- grade and below) in any course are required to repeat the course

Student with a grade point of **2.67** (B- grade) or **2.33** (C+ grade) can repeat the course to improve the CGPA. The CGPA will be calculated based on the latest grade for the course

Student is not allowed to repeat the course if he/she obtained a grade point of **3.00** (B grade) or above for the course.

Terms for repeating courses



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders

Grades	Grade Point	Status
A+ / A / A- / B+ / B	3.00 – 4.00	NOT allowed to repeat
B- / C+	Less than 3.00	MAY repeat to improve CGPA
C / C- / D+ / D	1.00 – 2.00	MUST repeat and pass
F	0.00 (Fail)	MUST repeat and pass
X	Barred	Non-redeemable

Award of degree



Othman Yeop Abdullah
Graduate School of Business

Universiti Utara Malaysia

We Produce Strategic Leaders



Student pursuing coursework programme need to pass all courses and obtained a CGPA of at least 3.00



Students pursuing a research programme must have presented and defended their thesis successfully



Other non-academic requirements by the university

Further information

- Website: <http://psucob.uum.edu.my/>
- Facebook: <https://www.facebook.com/psucobuum>
- Email us:
 - cobpg@uum.edu.my
 - cobadmission@uum.edu.my
- Tel : 04-928 7130/7119/7120/7121

Thank You!!!

