



Diploma in Accounting

Duration

2 years

Programme Code

(R/0411/4/0105) 02/29 (MQA/FA10779)

Intake

January, June & September

Faculty/Centre

Faculty of Business, Management and Accounting

Academic Pathways

- Bachelor of Business Administration (Hons)
- Bachelor of Accountancy (Honours)
- Any relevant Bachelor's programme

Career Prospects

- Accounts Assistant
- Audit Assistant
- Payroll Officer
- Finance Clerk
- Taxation Assistant
- Accounting Technician
- Billing Officer
- Accounts Payable/Receivable Officer



Scan the QR code for more information about this programme.

This programme is designed to equip students with fundamental knowledge and practical skills required to perform accounting and financial functions across organisations in diverse industries. The programme emphasises applied learning, enabling students to develop competencies in financial accounting, bookkeeping, taxation, auditing, and financial management. Through a combination of theoretical understanding and practical training, students gain the ability to prepare financial records, analyse financial information, and support decision-making processes within business environments.

Graduates of this programme will be well prepared to pursue employment opportunities in a wide range of sectors, including commercial enterprises, government agencies, financial institutions, and professional accounting or consulting firms. The programme also provides a strong foundation for students who wish to further their studies in accounting, finance, or related business disciplines at the degree level.

Key Learning Areas Include

- Financial Accounting
- Management Accounting
- Taxation
- Auditing Principles
- Business and Financial Mathematics
- Accounting Systems
- Business Law and Ethics
- Financial Management

Entry Requirements

- **Sijil Pelajaran Malaysia (SPM)**
Possesses SPM with at least three (3) credits in any subject including Mathematics AND a pass in English or its equivalent.
- **Sijil Tinggi Persekolahan Malaysia (STPM)**
Pass with at least Grade C (GPA 2.00) in any subject with a credit in Mathematics AND a pass in English at SPM level or its equivalent.
- **Sijil Tinggi Agama Malaysia (STAM)**
Pass with a minimum grade of Maqbul with a credit in Mathematics AND a pass in English at SPM level or its equivalent.
- **Sijil Kemahiran Malaysia (SKM)**
Possesses SKM Level 3 in a related field with a credit in Mathematics AND a pass in English at SPM level or its equivalent.
- **A Certificate (Level 3, MQF) in a related field** with minimum CGPA of 2.00 with a credit in Mathematics AND a pass in English at SPM level or its equivalent.

English Competency Requirements (International Student)

- Achieve a minimum of Band 3 in MUET; OR equivalent to CEFR (High B1); OR
- IELTS: 5.0; OR
- TOEFL iBT: 40; OR
- Pearson English Test (PTE): 47; OR
- Cambridge English Qualifications and Tests: 154

Students who do not meet these requirements will be offered an English proficiency course by the University to ensure that their proficiency is sufficient to meet the needs of the programme.

Course Structure

Year 1

- Introduction to Business
- Business Statistics
- Fundamentals of Accounting
- Business Mathematics
- Fundamentals of Management
- Communicative English
- Bahasa Kebangsaan (without credit in Bahasa Melayu SPM)
- Business Ethics
- Financial Accounting
- Introduction to Information Technology
- Introduction to Microeconomics
- Penghayatan Etika dan Peradaban/ Bahasa Melayu Komunikasi 1
- Cost Accounting
- Fundamentals of Financial Management
- Critical & Creative Thinking Skills
- Integrity and Anti-Corruption

Year 2

- Business Law
- Financial Reporting 1
- Entrepreneurship
- Malaysian Taxation 1
- Introduction to Macroeconomics
- AMUnited 1
- Computerised Accounting
- Management Accounting
- Audit and Assurance
- Financial Reporting 2
- Malaysian Taxation 2
- Psychology at Workplace
- Industrial Training (Internship) or Accounting Collaborative Project

