DEGREE THAT’LL TAKE YOU PLACES

Our business graduates land diverse and interesting careers all over the world. Whatever career path you decide to take, a Curtin business degree will really open doors for you.

The Curtin Malaysia Faculty of Business fully supports the University’s vision to be a recognised international leader in education and research, and its commitment to engage communities and transform lives through leadership, innovation and excellence in teaching and research.

It supports Curtin’s commitment towards industry-connected innovative teaching and research to develop internationally focused graduates committed to excellence.

It achieves this by engaging actively at all levels across all key industry sectors; developing a diverse international perspective through its curriculum and research activities; focusing on high-quality, strategic research that produces innovative solutions to real problems; and providing an environment that encourages staff and student learning and innovation.

The key factor attracting students worldwide to the Faculty is its internationally recognised Curtin qualifications, which are accredited by relevant national and international professional bodies and government agencies in Australia and Malaysia.

The quality of its learning and teaching environment, as well as the reputation of its academics and the application of up-to-date methodologies and technologies, allow students to gain an exceptional learning experience. Research at the Faculty, meanwhile, underpins its teaching with research groups focusing on globalisation, theories of management, marketing, finance, economics and banking, entrepreneurship and education research.

The Faculty also ensures students’ course portfolios meet the needs of both the students and future employers, equipping them for thriving careers in tomorrow’s competitive job market. Students also develop personal skills in communication and critical thinking to enhance their employability.

The Curtin Malaysia Faculty of Business is proud to be counted among the world’s elite business institutions through its accreditation by the Association to Advance Collegiate Schools of Business (AACSB).

AACSB accreditation is the global standard in quality for academic and professional excellence and only the top five per cent of business schools in the world are accredited.

As part of Curtin University’s largest international campus offering identical business programmes and course delivery as its Australian parent, the Faculty underwent the same AACSB accreditation peer review as Curtin’s other campuses in Perth and Singapore.

Having met the AACSB’s strict standards of quality, academic and professional excellence, the Faculty can assure its students and alumni that they will benefit from holding qualifications from an institution that is internationally accredited.

Graduates of AACSB schools are internationally recognised by top employers and can leverage this accreditation to gain entry to courses at other AACSB accredited schools.

Curtin Malaysia is the first university in East Malaysia to attain AACSB accreditation. Only three Malaysian universities are currently AACSB accredited and two other foreign branch campuses are also part of AACSB accredited institutions in the 10 ASEAN states, only 14 universities are AACSB accredited.
FOUNTAIN FOUNDATION IN COMMERCE
ENTRY REQUIREMENTS

This course prepares students for undergraduate study in Commerce and Business Administration. In addition to units that are common to all the Foundation courses, students study units in Business Mathematics and Statistics, Economics, Accounting and Business Studies.

Pathways to further study at Curtin Malaysia
Students with satisfactory results in the course can enter the following undergraduate programmes:
- Bachelor of Business Administration
- Bachelor of Commerce (Single majors in Accounting or Finance)
- Bachelor of Commerce (Double majors: Accounting & Banking, Accounting & Entrepreneurship, Accounting & Finance, Banking & Finance, Entrepreneurship & Marketing, Finance & Management, Marketing & Public Relations, Public Relations & Management, or Tourism and Hospitality & Marketing)

Further study at Curtin Perth
Students who obtain satisfactory results in the Foundation Studies courses are eligible for admission to a range of undergraduate programmes at the main campus.

For International Students

<table>
<thead>
<tr>
<th>Country</th>
<th>Qualification and Minimum Entry Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bangladesh</td>
<td>Completion of Bangladesh Secondary School Certificate (SSC) with a minimum Grade Point average of 3.5 (60-69%), separate evidence of English competency is required or GCE 'O' Level - credit in 5 relevant academic subjects and English competence.</td>
</tr>
<tr>
<td>Brunei</td>
<td>GCE 'O' Level - credit in 5 relevant academic subjects and English competence.</td>
</tr>
<tr>
<td>China</td>
<td>Completion of Senior Middle 2 and English competence.</td>
</tr>
<tr>
<td>Hong Kong</td>
<td>HKDSE - Grade D in 5 subjects and English competence.</td>
</tr>
<tr>
<td>India</td>
<td>Completion of All India Secondary School Certificate awarded by Central Board of Secondary Education with an average of 65% in four subjects, one of which must be English (60% or better) with separate evidence of competence in English or GCE 'O' Level - credit in 5 relevant academic subjects and English competency.</td>
</tr>
<tr>
<td>Indonesia</td>
<td>SMA 3/SMA 2 - grade 7.0 average in 4 subjects and English competence.</td>
</tr>
<tr>
<td>Myanmar</td>
<td>GCE 'O' Level - credit in 5 relevant academic subjects including English or 5 Credits and English Competence.</td>
</tr>
<tr>
<td>Pakistan</td>
<td>Completion of Secondary School Certificate awarded by Federal Board of Intermediate and Secondary Education with average of 60% in 4 academic subjects, and at least 60% in English or GCE 'O' Level - credit in 5 relevant academic subjects including English or 5 Credits and English Competence.</td>
</tr>
<tr>
<td>Saudi Arabia</td>
<td>GCE 'O' Level - credit in 5 relevant subjects and English competence.</td>
</tr>
<tr>
<td>Singapore</td>
<td>GCE 'O' Level - credit in 5 relevant subjects and English competence.</td>
</tr>
<tr>
<td>Sri Lanka</td>
<td>GCE 'O' Level - credit in 5 relevant subjects and English competence.</td>
</tr>
<tr>
<td>United Arab Emirates</td>
<td>GCE 'O' Level - credit in 5 relevant subjects and English competence.</td>
</tr>
</tbody>
</table>

For Malaysian Students

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Minimum Entry Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPM</td>
<td>5 credits including English or 5 credits and English competence.</td>
</tr>
<tr>
<td>GCE 'O' Level</td>
<td>SC including English or SC and English competence.</td>
</tr>
<tr>
<td>UEC</td>
<td>Grade B in four relevant academic subjects and English competence.</td>
</tr>
</tbody>
</table>

*Entry Requirements as of October 2017
The Intensive English Programme (IEP) is designed to improve students’ academic English language proficiency. This programme specifically caters for potential tertiary education students who lack the English language entry requirements to enter a Foundation or Degree course.

A Placement Test is administered to determine students’ command of English.

Besides the Intensive English programme, the Department of Language Studies and Humanities offers the Pre-University English Unit which runs concurrently with the Foundation programme. This is a 6-hour per week unit for one whole semester. This unit aims to improve students’ English language proficiency level to the standard required for undergraduate or postgraduate studies.

When necessary, students from any programme are encouraged to join these 2-hour seminars and workshops (free of charge) with various topics such as Plagiarism, Academic English, Academic Listening and Note Taking, Sentence Mechanics, and others.

Additional Entry Pathways

To meet Curtin’s English language requirements, applicants must demonstrate competence in English by meeting the Curtin English language requirements as outlined below:

<table>
<thead>
<tr>
<th>ENGLISH QUALIFICATION</th>
<th>Foundation</th>
<th>Undergraduate</th>
<th>Postgraduate</th>
</tr>
</thead>
<tbody>
<tr>
<td>IELTS1</td>
<td>Overall 5.5 (no individual band below 5.0)</td>
<td>Overall 6.5 (no individual band below 6.0)</td>
<td>Overall 6.5 (no individual band below 6.0)</td>
</tr>
<tr>
<td>Test of English as a Foreign Language (TOEFL) (IELTS1)</td>
<td>71</td>
<td>79 (band minimum W-21, L-13, R-13, S-18)</td>
<td>79 (band minimum W-21, L-13, R-13, S-18)</td>
</tr>
<tr>
<td>SPM English2</td>
<td>B</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>SPM 1119 English2</td>
<td>-</td>
<td>C*</td>
<td>-</td>
</tr>
<tr>
<td>GCE ‘A’ Level</td>
<td>-</td>
<td>E</td>
<td>-</td>
</tr>
<tr>
<td>GCE ‘O’ Level3</td>
<td>C</td>
<td>C</td>
<td>-</td>
</tr>
</tbody>
</table>

1 Foundation: Applicants with IELTS 5.0 (no individual band below 4.5) are required to take the Academic English concurrently with the Foundation programme.

Undergraduate: Applicants with IELTS less than 6.5 but achieved 5.5 (no individual band below 5.0) are required to take Curtin University Foundation English Units.

2 Foundation: Applicants with TOEFL less than 71 but achieved 61 (or above) are required to take the Academic English concurrently with the Foundation programme.

Undergraduate: Applicants with TOEFL less than 79 but achieved 71 (or above) are required to take Curtin University Foundation English Units.

3 Foundation: Applicants with SPM English ‘C’ are required to take the Academic English concurrently with the Foundation programme.

4 Undergraduate: Applicants with 1119 ‘D’ are required to take Curtin University Foundation English Units.

5 Foundation: Applicants with GCE ‘O’ Level ‘D’ are required to take the Academic English concurrently with the Foundation programme.

Undergraduate: Applicants with GCE ‘O’ Level ‘D’ are required to take Curtin University Foundation English Units.

6 Postgraduate by research may be deemed to meet Curtin’s English language requirements based on the completion of a bachelor degree course in which English is the sole language of instruction. This will be assessed on a case-by-case basis.

7 SPM 1119 English must be completed within 5 years of application

The above information is correct at time of publishing but may be subject to change. The table only shows the minimum English requirement for the respective programmes. Applicants must also meet the relevant academic qualifications for the respective programmes.
For Malagasy Students

Country | Qualification and Minimum Entry Requirements
--- | ---
Malaysia | Stift Tjugtio Penelitian Malaysia (STTPM): Malagasy medium: - A minimum of 5 points obtained from at least two but no more than three Stift Tjugtio Penelitian Malaysia (STTPM) subjects (General Paper not accepted) and full English Entry Requirement. Points calculated as follows: A+=5, A=4, B+=3, B=2, C+=2, C=1.

Singapore | A minimum of 5 points obtained from two or three Advanced Level subjects. OR Two Advanced Level subjects and a maximum of two Advanced Substitution Levels (CS) are required and full English Entry Requirement. Points calculated as follows: Grades awarded from 2010: A*=6, A=5, B+=4, B=3, C+=2, C=1. Grades awarded before 2010: A+=5, A=4, B+=3, B=2, C+=2, C=1.

For students admitted to the School of Business Administration and Bachelor of Commerce: A maximum of 6 points obtained from two or three Advanced Level subjects obtained from 2010 onwards and full English Entry Requirement. Points calculated as follows: A+=6, A=5, B+=4, B=3, C+=2, C=1.

For Undergraduate Studies and Entry Requirement

Undergraduate Degrees

Bachelor degrees
Courses leading to a first qualification, such as a bachelor degree award, are referred to as undergraduate courses. Bachelor degrees are usually three or four years long.

Credit for Recognised Learning (CLR)
Curtin recognises students’ relevant prior studies or work experience, allowing some students to finish their degrees in a shorter period of time. CLR (or Advanced Standing) allows students to take advantage of any previously completed courses.

Admission
For admission to Curtin Malaysia, applicants must satisfy minimum academic entry as well as English competency requirements. Entry is competitive and levels higher than the minimum may be required for admission to some courses. A list of the common academic entry requirements can be found in the table in the following page.

Students who have successfully completed and passed the Foundation Studies - Commerce Stream course are directly admitted to the respective Bachelor degree courses.

Students who have successfully completed a relevant Diploma of Business course may receive up to one year advanced standing in the respective degree courses. Other qualifications that are also considered for undergraduate degree admission are reflected in the table on the following page.

As all courses are taught in English, applicants will need to meet Curtin’s English language requirement.

Any one of the tests in the following table will be accepted as satisfying Curtin’s language requirement; however, some courses may require a higher score for English. Please refer to the individual course listings on the following pages for more information.

Course prerequisites
Mathematics is desirable for both the Bachelor of Business Administration and Bachelor of Commerce.

For International Students

Country | Qualification and Minimum Entry Requirements
--- | ---
Bangladesh | Completion of Bangladesh Higher Secondary Certificate (HSC) with a minimum Grade Point average of 4.0 (70-79%) - separate evidence or English competence is required.

Brunei | Three passes (Grade C or better) in the Brunei Cambridge General Certificate of Education Ordinary Level Exam (GCE) and two passes (minimum of 5 points) in the Brunei Cambridge General Certificate of Education Advanced Level Exam (GCE). Separate evidence of English competence is required.

China | Successful completion of the National College Entrance Examination (NCEE) (also known as Gao Kao) and obtain an aggregate of the required individual subjects which is equivalent to 67% of the overall maximum score, or a grade of 322/440,462/600, 593/705, 543/810 in 603/900 AND English competence OR completion of one year of a bachelor degree at a recognised university and English competence.

Hong Kong | Completion of the Hong Kong Diploma of Secondary Education (HKDSE) with a point score of 15 from the best five subjects with at least a grade of A in English language or with separate evidence of English competence.

India | Completion of All India Secondary School Certificate awarded by Central Board of Secondary Education with an average of 60% in four subjects, one of which must be English (60% or better) or with separate evidence of competence in English or GCE ‘O’ Level - separate evidence of English competence.

Indonesia | Successful completion of Izajah Sekolah Menengah Atas (SMA) (Certificate of Completion from Academic Senior Secondary School) with an overall average grade of at least 8.0 and at least an overall grade of 8.0 from the Sunsat Keterajaran Huis Ujian Nasional (SHUN) (Certificate of Graduation) with separate evidence of English required OR completion of one or two years of a bachelor degree at a recognised institution and English competence.

Japan | Successful completion of first year of a Gakusui (Bachelor’s degree) at a recognised institution - separate evidence of English competence is required.

Kenya | Completion of the Kenya Certificate of Education (KCE) with a pass with credit (grade 6 or better) in three subjects and two passes (min of one C and one D grade) in the Kenya Advanced Certificate of Education (KACE) managed by the Kenya National Examinations Council - separate evidence of English competence is required.

Mauritius | Three ‘Ordinary’ level passes (minimum grade C) in the Cambridge School Certificate (CSE) GCE ‘O’ level and two ‘Advanced’ level passes minimum of 5 points in the Cambridge Higher School Certificate (CHS) GCE ‘A’ Level, and a grade C or better in ‘O’ level English, English Literature of English Language OR Successful completion of the Charles Telfair Institute, Foundation Studies Program - separate evidence of English is not required.

Myanmar | Successful completion of two years full-time study of a three years Bachelor degree (in arts, economics, commerce and management, foreign languages, and science (including computer science) OR Successful completion of one year full-time study of a four years Bachelor degree (in community health, education, law, nursing, paramedical sciences, pharmacy, technology (including computer technology and nautical technology) at a recognised institution - separate evidence of English competence is required.

Nepal | Completion of one full-time study of a four years Bachelor degree or two years full-time study of a three years Bachelor from a recognised higher education institution, separate evidence of English competence is required.

Oman | Successful completion of one year of a degree at a recognised institution - separate evidence of English competence is required.

Pakistan | Completion of the Pakistan Higher Secondary Certificate/Intermediate Certificate with at least average of 75% of the total marks (825 out of 1100), separate English competence is required. This qualification does not satisfy subject prerequisites.

Russia | Successful completion of one year or four years full-time Bachelor at a State institution or fully accredited private institution - separate evidence of English competence is required.

Saudi Arabia | Successful completion of the first year of a four year full-time Bachelor degree at one of the Section 1 Higher Education institutions listed on AEI CEP, separate evidence of English competence is required.

South Korea | Completion of High School Diploma with a score of 900 (75%) in the National University Entrance Examination (College Scholastic Ability Test) (CSAT): - separate evidence of English competence is required.

Sri Lanka | Three ‘Ordinary’ level passes (minimum grade C) and two ‘Advanced’ level passes (minimum of one C and one D grade) in the General Certificate of Education (GCE) with grade C in ‘O’ level English, English Literature or with separate evidence of English competence OR Three ‘Ordinary’ level passes with minimum grades of credit and two ‘Advanced’ level passes with minimum grades equal to 6 points in the Sri Lankan General Certificate of Education (GCE) (Excluding General Paper) with credit in ‘O’ level English or with separate evidence of English competence.

Thailand | Successful completion of one year full-time study of a four years Bachelor degree or one of the Section 1 Higher Education institutions listed on AEI CEP, separate evidence of English competence is required.

United Arab Emirates | Successful completion of one year full-time study of a four years Bachelor degree at one of the Section 1 Higher Education institutions listed on AEI CEP OR Successful completion of one year full-time study of a four years Bachelor degree with at least Grade of 3.00 out of 4.0 at one of the Section 2 Higher Education institutions listed on AEI CEP AND separate evidence of English competence is required.

United Kingdom | Three GCE O-level/GCSE passes and two GCE Advanced level passes (minimum 5 points: A=5; B=4; C=3; D=2; E=1). You must have Grade C or better in GCE O-level/GCSE English, English Literature or English language, or provide separate evidence of English competence.

USA | FROM 2016: - United States High School Diploma or a High School Diploma based on a US curriculum with a GPA of 3.0 out of 4.0 (or an average grade of B) and a Total score (Evidence-based Reading and Writing section and Math section) of at least 1000 out of 1600 in the SAT from the same sitting, a minimum of 400 in Evidence-based Reading and Writing section, and 400 in Math section is required. Separate evidence of English competence is not required.

Vietnam | From 2015 completion of the Bang Tu tai or Bang Tot nghep Pho Thong Truong hoc (Vietnamese Upper Secondary School Graduation Diploma) with at least 8.00 in the score for graduation evaluation, separate evidence of English competence is required. For 2014 only: - Completion of the Bang Tu tai or Bang Tot nghep Pho Thong Truong hoc (Vietnamese Upper Secondary School Graduation Diploma) with an average of at least 80 in the four academic subjects (Maths, Literature and two elective subjects) in the Thi Tot Nghiep Pho Thong Truong hoc (Secondary School Leaving Examination), separate evidence of English competence is required.

Zimbabwe | Completion of the Zimbabwe Certificate of Secondary Education Advanced Level conducted by ZIMSEC with at least two Advanced level subjects passed at Principal level (Subsidiary pass is not acceptable) and achieved the required national Australian Tertiary Admissions Rank (ATAR) using the GCE A-Level Conversion AND a Grade C or better in English subject in Zimbabwe Certificate of Secondary Education at Ordinary Level.
Completed any of MOHE approved programs as below from a local or foreign institutions, below are CGPA requirement for the qualifications:

<table>
<thead>
<tr>
<th>Qualifications</th>
<th>Business Administration (BBA) / B-Commerce</th>
<th>B-Commerce (Accounting streams)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation Program</td>
<td>2.0</td>
<td>2.5</td>
</tr>
<tr>
<td>Pre-university Program</td>
<td>2.0</td>
<td>2.5</td>
</tr>
<tr>
<td>Matriculation Programme</td>
<td>2.0</td>
<td>2.5</td>
</tr>
<tr>
<td>Diploma / Advanced Diploma Program</td>
<td>2.0</td>
<td>2.5</td>
</tr>
</tbody>
</table>

Indicative Cut-Off Scores

<table>
<thead>
<tr>
<th>Course Name</th>
<th>GCE (A-Level/ STPM) (best of 5 subjects)</th>
<th>IB</th>
<th>HKDSE</th>
<th>3 Subjects (best of 3 subjects)</th>
<th>ATAR (overall)</th>
<th>WACP/HSC/STPM</th>
<th>WAC/IB (3 subjects)</th>
<th>SAT (best of 5 subjects)</th>
<th>SAT (best of 3 subjects)</th>
<th>SAT (best of 2 subjects)</th>
<th>SAT</th>
<th>SAT</th>
<th>SAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sijil Tinggi Persekolahan Malaysia</td>
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<td>ATAR</td>
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</tbody>
</table>

Cut-off scores key:

- GCE: General Certificate of Education
- STPM: Sijil Tinggi Persekolahan Malaysia
- IB: International Baccalaureate
- ATAR: Australian Tertiary Admission Rank - applicable to all Australia matriculation
- HKDSE: Hong Kong Diploma of Secondary Education
- India: Includes all India Senior Certificate awarded by The Central Board of Secondary Education (CBSE), Indian School Certificate (ISC) awarded by the Council for the India Senior School Certificate Examinations (CICSE), Higher School Certificate (HSC) awarded by one of the State Secondary School Boards. Certificates awarded by the CBSE and the CICSE are generally considered to represent a higher level of achievement than state certificates.
- GCE ‘A’ Level issued by the Department of Examinations
- Sri Lanka: Score Conversion for Advanced level/GCE/GCSE

YONG HUI YIK
Course: Bachelor of Commerce (Finance and Marketing)
Graduation: Class of 2014
Current position: Retail Network Planner, Shell Malaysia
Country of origin: Malaysia

“"There is a major defining moment in life when you have to decide which university you should attend and which course you should study. For me, it was when I decided to study Finance and Marketing at Curtin Malaysia. I would like to thank all my lecturers at Curtin Malaysia who were very experienced in relating business theories to practical applications. The coursework and assignments that reflected real world challenges helped me hone my critical thinking skills so that I am able to evaluate issues and make important decisions in my current work. Apart from transferring knowledge, the assignments were also a lot of fun, especially the exposure to various industries such as the cosmetic, investment, fashion and retail industries, which allowed us to gain valuable insights into the industries.”

CAROLINE MURAMBA
Course: Bachelor of Commerce (Marketing and Public Relations)
Country of origin: Zimbabw

“"Being an international student at Curtin gives me a sense of pride and belonging. I get to be involved in many experiences that I could never have done in my home country. A big part of my experience is becoming team manager of Curtin’s most prestigious leadership program, John Curtin Leadership Academy (JCLA) which has given me the platform to reach out to communities outside of Curtin University through community projects. This has truly brought out the project manager in me, and now through this experience, I am certain that I want to take up project management as my master’s degree.”

AIZAT MAHMUDY BIN ALIMIN
Course: Bachelor of Commerce (Public Relations and Management)
Graduation: Class of 2017
Current position: Corporate Communication Officer, Curtin Malaysia
Country of origin: Malaysia

At Curtin Malaysia, students are encouraged to apply critical thinking anywhere we can be, it assessments or in class discussions. The input given by wide diversity of students coming from different cultures has shed new lights when facing a problem. This approach allows students to adopt an innovative culture in an attempt to overcome challenges. Unlike the conventional teaching method, the courses offered are designed for us students to have an active interaction with our lectures and for that I am grateful that I was in the hand of a very supportive Curtin teaching staff. As a graduate, I feel that I am well equipped now that I am able to apply the skills and knowledge that I have gained throughout my study years in my workplace.”

What our graduates say...
THE CURTIN EXPERIENCE

Study at Curtin’s largest international campus. Learn through practical experience. Become part of a multicultural environment. Prepare to succeed in a competitive professional market.

Enriching our courses
Choosing a degree is a big decision, which is why we’ve made our undergraduate degrees even more flexible. You will have the freedom to follow your interests as you learn more about your field before choosing a major that suits your career goals.

At Curtin Malaysia, you can choose from an extensive range of undergraduate and postgraduate courses and customise them to suit your needs, gain valuable work experience interacting with local and international industry professionals, learn from lecturers with real industry experience, and indulge in a unique international and crosscultural learning environment studying with students from more than 40 countries.

Building a reputation
You will find our campus offers the best possible facilities one would expect from Curtin’s first and largest international campus. In addition to being located in a modern, scenic city that is most conducive for tertiary studies, Curtin Malaysia offers a vibrant campus lifestyle with a mix of academic support services and exciting social events.

They include a new auditorium, library, computing facilities, counselling service, choice of food and beverage outlets, health services, public transport, banking facilities, shops, secure student housing, a range of sports facilities, as well as a modern recreation and event centre.

Assurance of quality
We are renowned for our links with industry and business, and for the practical and applied nature of our courses. Our courses are endorsed by the Malaysian Ministry of Higher Education, Malaysian Qualifications Agency and Malaysian Public Services Department (JPA), and accredited by professional bodies, where applicable, ensuring wide recognition.

All the courses we offer are run using the same unit structure and study materials as the courses at the main campus in Perth, meaning that you can transfer between two campuses to complete your Curtin degree. When you graduate, you will have a degree that is recognised in more places around the world and will be able to complete further study at either campus to enhance your career prospects.
Curtin Malaysia is the largest international campus of Curtin University, a university based in Perth, Western Australia. It provides local and international students the opportunity to receive a quality Australian education and a global learning experience in a Malaysian setting in Miri, Sarawak, Malaysia.

Curtin Malaysia is owned and operated by Curtin (Malaysia) Sdn Bhd, a Malaysian company largely owned by Sarawak Government agencies. The governance of Curtin Malaysia is through the Sarawak Campus Council, Academic Board, Management Board and a Company Board of Directors. Its governing committees are made up of representatives from public sector agencies, private companies, Curtin Malaysia and local community groups.

Under the joint venture agreement between Curtin University and Curtin (Malaysia) Sdn Bhd, the latter is responsible for the physical facilities and the campus operations. Curtin University has a long-term commitment to provide internationally-recognised, high-quality degrees, priced to suit the local economy; provide skilled local graduates for commerce and industry; build the academic culture; develop postgraduate study opportunities; develop research capability in Miri; develop joint research between its main campus and Curtin Malaysia; develop technology transfer; and grow student numbers (and thus creating wealth for the community).

FAST FACTS

- A 1,200-acre beautifully landscaped garden campus with man-made lakes. Curtin Malaysia is the seventh-largest international branch campus out of 200 in the world.
- Rated 'Tier 5:Excellent' in the Malaysian SETARA Rating System for institutions of higher learning as well as the discipline-based D-SETARA Rating System for our engineering programmes.
- One of only eight self-accrediting universities in Malaysia.
- Has three teaching faculties: Engineering & Science, Business and Humanities. Research is centred around the Faculties, Curtin Malaysia Graduate School and Curtin Malaysia Research Institute and will soon include a newly-developed BioTechnology Centre.
Do you want to undertake a challenging management role in a global business environment? The Bachelor of Administration will provide you with expertise in the general management area.

This is a broad-based degree that can offer you a variety of opportunities for a career in business and management. It is designed for school leavers seeking a degree that will provide expertise in general management and for mature-aged students with a range of business experience.

**CAREER OPPORTUNITIES**
- Management Consultant
- Business Development Officer
- Industrial Relations Officer
- Human Resources Officer
- Operations Officer
- Logistic Officer
- Supply Chain Officer
- Import-Export Coordinator
- Branding Expert
- Purchasing Officer
- Market Researcher
- Statistician
- Financial Consultant

**Why Business Administration?**
- Graduate with strong expertise in general management, with the added ability to specialise in areas such as small business and entrepreneurship, human resource and international management.
- Course conforms to the membership standards of relevant professional bodies.

- Students will be exposed to international business practices.
- It is a field with a very high demand for graduates and offers excellent international employment opportunities.
- The course has extensive support and collaboration from industry players.
- The course is taught by excellent teaching staff, many with extensive industrial experiences and strong links with national and international institutes.

**ENTRY REQUIREMENTS**
- GCE A-Levels/STPM (best of 3) - 5
- UEC (best of 5 selected*) - 20
- ATAR (includ. WACE/SACE/HSC/VCE) - 70
- IB - 24
- Ontario Gr 12 (best of 6 & CPU) - 60
- NSC - 13
- SPM 1119 English - 53
- Malay Literature - 80%
- Sri Lanka - 5
- IELTS: Overall 6.5 (no individual band below 6.0)
- TOEFL (IBT): 79 (band minimum W-21, L-13, R-13, S-18)
- SPM 1119 English: C
- GCE ‘A’ Level: E
- GCE ‘O’ Level: C

**PREREQUISITES**
- Mathematics

**RECOGNITION/ACCRREDITATION**
- Malaysian Qualifications Agency (MQA)
- Public Services Department (JPA)
- BBA students can opt for membership in professional bodies similar to those for Commerce programmes. Graduates may also be eligible for recognition by other selected professional bodies in Australia, Malaysia and internationally.

**DURATION**
- 3 years - Full-time

**LOCATION**
- BENTLEY, MALAYSIA
- MAURITIUS
- VIETNAM

**COURSE STRUCTURE**
**Year 1**
- Introduction to Accounting
- Business Law
- Fundamentals of Management
- Introduction of Business Information Systems
- Communication in Business
- Introductory Economics
- Discovering Marketing
- Elective

**Year 2**
- Introductory Systems Analysis and Design
- Management Accounting
- Microeconomic Principles
- Human Resource Management Introduction
- Introductory Finance
- 3 Electives

**Year 3**
- Organisantional Behaviour
- Strategic Management
- Business Capstone
- Managing Change
- 4 Electives
The Bachelor of Commerce is the principal course in Faculty of Business and is an internationally recognized business qualification. This course enables you to choose from a variety of business specializations to suit your individual passions and career goals. All Commerce majors are practical and industry-focused.

The course is designed to help you gain the theory and practical skills you need to be ready for the job market. You will learn from experienced staff, have opportunities to interact with businesses and learn in real workplace scenarios.

It comprises eight common core units, seven of which must be completed in your first year of study: accounting, business law, economics, business information systems, management, marketing and communication in business.

In your second and third years, you may choose to specialize in one or two majors. A single major allows you to undertake elective units, and gives you a broader perspective of a single business area. The double major courses are also very relevant to the requirements of today’s business world, with considerable emphasis on decision-making, trends in technology and associated work patterns, and other aspects of management in the highly competitive business arena. They are designed to develop professional expertise in several relevant areas of specialization and in a range of other required skills.

You will graduate with a Bachelor of Commerce degree regardless of which areas you choose to specialize in. You may gain work experience through work placements, vacation placements and internships.

You will complete the final common core unit, business capstone, in your final semester of study.

### FREQUENTLY ASKED QUESTIONS

#### WHEN DO I HAVE TO CHOOSE MY MAJOR?

In the second semester of your first year of the Bachelor of Commerce course you will choose your area of specialization, either a single major or double major.

#### CAN I CHANGE MY MAJOR ONCE I HAVE SELECTED ONE?

You can transfer to a different major or double major once per semester, usually at the re-enrolment time, however, you may have to complete extra units as a result.

business.curtin.edu.my

### COURSE ESSENTIALS

<table>
<thead>
<tr>
<th>COURSE NAME</th>
<th>Bachelor of Commerce</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENTRY REQUIREMENTS</td>
<td>GCE A Levels/STPM (best of 5): 5</td>
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<td>WACE/OACE/HSC/VCE: 70</td>
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<th>LANGUAGE</th>
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<td>Full-time</td>
<td>Feb, Jul</td>
<td>English</td>
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</table>

**DURATION**: 3 years

**LOCATION**: Bentley, Malaysia, Singapore, Mauritius

**RECOGNITION/ACCRREDITATION**

- Higher Education Qualifications Agency (HEQAH)
- Public Services Department (PSD)

**COURSE STRUCTURE**

In the first year of the Bachelor of Commerce you will study seven common core units regardless of which major/s you choose. In your final year you will complete the Business Capstone unit to graduate.

### YEAR 1

**COMMON CORE UNITS**

- Introduction to Accounting
- Business Law
- Inflationary Economics
- Communication in Business
- Information Systems
- Fundamentals of Management
- Discovering Marketing

### BUSINESS CAPSTONE: RUN YOUR OWN VIRTUAL COMPANY

In the Business Capstone common core unit, you will compete in teams to develop and operate your own virtual company. Using internationally developed Capsim software, you’ll make decisions about market share, manufacturing, cash flow, product development and other factors that will interplay and affect your business’s performance. All Bachelor of Commerce and Bachelor of Business Administration students undertake the program in their final semester.

### YEARS 2 AND 3

#### SINGLE MAJOR

- 7 units from your first chosen major
- 8 elective or minor units

#### DOUBLE MAJOR

- 7 units from your first chosen major
- 8 units from your second chosen major

**BUSINESS CAPSTONE**

Common core unit in your final semester
Qualified accountants are in demand around the world to help businesses, government, organisations and individuals with finance management. An accounting qualification from Curtin is accepted internationally and can go anywhere with you.

You can develop expertise in areas such as auditing, taxation, insolvency, compliance, or accounting systems and technology. You can also develop skills in a number of other areas. If you graduate with a Curtin accounting qualification, you are eligible to join a range of professional accounting bodies operating in Australia and Malaysia.

CAREER SNAPSHOTs

Accountant
Accountants analyse, report and give advice on the strategic direction and financial dealings of organisations. They also advise on all manner of business processes, and prepare financial statements, conduct audits and analyse company performance.

Auditor
Auditors investigate an organisation’s financial statements to determine if they are true and fair. The investigation requires the auditor to gain a thorough understanding of the organisation, the industry and regulatory requirements. This includes a detailed analysis of risks facing the organisation. A career in auditing exposes you to myriad organisations and industries.

Business analyst
Business analysts look for inefficiencies and recommend improvements to business operations. They also analyse a company’s financial performance in profitability and cash flow.

Treasurer
Treasurers play a crucial role in the overall financial operations of an organisation. They oversee financial areas and have a high level of experience in financial reporting and corporate governance.

Career opportunities
- Accountant
- Auditor
- Business analyst
- Treasurer

Potential employers
- Government departments and the public sector
- Resources sector particularly in auditing and reporting
- Financial service firms
- Professional investment services
- Property-related roles, for example, trust accounting

ENTRY REQUIREMENTS
- GCE A-levels/STPM (best of 3) - 5
- UEC (best of 6 subjects) - 20
- WACE incl. WACE/OACE/HSC/VECE - 70
- SPM - 26
- Diploma Gr 12 (best of 6 & CP) - 60
- NCEA Level 3 - 15
- WACE/FST - 53
- Malay/Chinese - 60
- Sri Lanka - 5
- VCE - 57
- WACE - 57
- SPM 1119 English - A
- GCE ‘A’ Level - C
- GCE ‘O’ Level - C

ENGLISH COMPETENCY
- TOEFL: 79 (band minimum W-21, L-13, R-13, S-18)
- IELTS: Overall 6.5 (no individual band below 6.0)
- SPM 1119 English: C
- GCE ‘A’ Level: E
- GCE ‘O’ Level: C

INTAKE
- Feb, Jul

DURATION
- 3 years
- Full-time

LOCATIONS
- BENTLEY, MALAYSIA, SINGAPORE, MAURITIUS

RECOGNITION/ACCREDITATION
- Malaysian Qualifications Agency (MQA)
- Public Services Department (JPA)
- CPA Australia
- Association of Chartered Certified Accountants, UK (ACCA)
- Chartered Accountants Australia and New Zealand (Chartered Accountants ANZ)
- Chartered Institute of Management Accountants, UK (CIMA)
- Malaysian Institute of Certified Public Accountants (MICPA)
- Malaysian Institute of Accountants (MIA)

COURSE STRUCTURE

Year 1
Bachelor of Commerce common core units
(refer to page 18)
Management Accounting

Year 2
Financial Accounting
Introduction to Finance Principles
Company Law for Business
Financial Reporting
Accounting Systems
Introduction to Australian Tax Law
2 Electives

Year 3
Auditing
Management Control Systems
Company Accounting
Business Capstone
4 Electives
Banking is integral to businesses, governments and the everyday life of people. Bankers use analytical knowledge and skills to help customers find financial solutions. They may arrange finance for them at a personal level so they can start a new venture, or assist them with expanding an existing business.

The field of finance can take you anywhere in the world and to many careers. You can work in corporate finance for big business, for well-known financial institutions, or in financial markets across the world.

Financial planners help people to make smart decisions with their money. They take time to understand each client’s goal and objectives. They formulate a financial plan, monitor progress and help their clients maintain a budget. If you enjoy working with people and want to help others progress financially, this could be the industry for you.

CAREER SNAPSHOTs

Accountant
Corporate finance analyst
Corporate finance analysts provide financial services and advice to commercial and government clients about various financial matters including fund and debt management, mergers, floatations, acquisitions and privatisation.

Investment banker
Investment or merchant bankers connect businesses with investors who are interested in giving capital in exchange of bonds or stock. They may also negotiate business deals, mergers and acquisitions.

Bank manager
Bank managers oversee the running of a bank branch, or a number of branches. They are responsible for signing up new customers, managing and developing staff, maintaining customer service levels, minimising complaints and increasing the bank’s profits.

Financial manager
Financial managers prepare reports that summarise a business’s financial position in areas of income, expenses, capital usage and cash flow. They review annual budgets and assist with the preparation of strategic plans, budgets and financial forecasts.

Credit analyst
Credit analysts review and analyse the credit worthiness and risk associated with people who have applied for loans or lines of credit.

Financial planner
Financial planners advise clients on wealth creation and investments, taxation planning, retirement, superannuation, and risk management and insurance. They help clients examine their existing financial situation with a view to meeting both immediate and long-term goals.

COURSE ESSENTIALs

ENTRY REQUIREMENTS

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LOCATION

PREREQUISITES

Mathematics

COURSE STRUCTURE

Bachelor of Commerce

COURSE NAME

Bachelor of Commerce

ENTRY REQUIREMENTS

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<td>GCE 'O' Level</td>
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DURATION

3 years full-time

COURSE STRUCTURE

Bachelor of Commerce common core units (refer to page 18)

Introduction to Finance Principles

INTAKE

Feb, Jul

Year 1

Bachelor of Commerce common core units

Year 2

Introduction to Financial Instruments and Markets

Financial Statement Analysis

Corporate Finance

Introductory Business Financial Modelling

4 Electives

Year 3

Portfolio Management

International Finance

Introduction to Derivative Securities

Business Capstone

4 Electives

Career opportunities

- Investment banker
- Bank manager
- Financial manager
- Credit analyst
- Financial planner
- Corporate finance analyst

Potential employers

- Banks
- Private businesses
- Brokerage firms
- Government departments and the public sector
- Property developers
ENTREPRENEURSHIP

Entrepreneurs can be found in many types of workplaces. What they all have in common is ambition, an ability to think outside the box and the love of a personal challenge. Does this sound like you? If you want to pave your own way and bring your ideas to life rather than work for someone, you could be an entrepreneur in the making.

This course prepares students for careers in the management of small and medium retail, export or sales enterprises. It compromises a foundation in business studies, followed by two streams of units which address subject areas central to marketing, sales, entrepreneurship and SME management.

It has a practical emphasis and is guided by a philosophy of teaching which stresses interactivity, student participation and lifelong learning.

CAREER SNAPSHOTSHS

There are many challenges ahead if you decide you want to be your own boss. One of the major decisions involves the type of business you want to own. Will you sell products or services? Will you wholesale or retail? Here’s some food for thought:

Start your own business or buy a business?

You don’t have to start from scratch - you can put your mind to work on an existing business. This can have plenty of advantages over a new business because it comes with a customer base, products and existing sales channels.

Independent or franchise?

Buying an independent business gives you the freedom to do what you want with it, but the downside is that you’re also responsible for anything that goes wrong. If you buy into a franchise, you can get an established company with plans, guidelines, training and support, but you’re not responsible for making all the key decisions. Your choice depends on how safe you want to play it.

Online or physical business?

Will your business ideas work better using the internet, or do you need a physical shopfront to sell your product or service? Start-up costs are much lower if you trade online, but that doesn’t guarantee success.

Other Career Opportunities
Management consultant, Business Development Officer, Industrial Relations Officer, Human Resources Officer, Operations Officer, Logistics Officer, Supply Chain Officer, Branding Expert, Retail Manager, Market Researcher, Business Planner.

SUCCESSFUL ENTREPRENEURS

- Mark Zuckerberg: Co-founder, Facebook
- Richard Branson: Founder, Virgin Group
- Tony Fernandes: Group CEO, Air Asia
- Larry Page: Founder, Google
**COURSE ESSENTIALS**

**COURSE NAME**
Bachelor of Commerce

**ENTRY REQUIREMENTS**
- GCE A-levels/STPM (best of 3) - 5
- UEC (best of 5 selected*) - 20
- ATAR (inc. WACE/SACE/HSC/VCE) - 70
- IB - 24
- HKDSE - 15
- WAUFP (CPS) - 53
- IELTS: Overall 6.5 (no individual band below 6.0)
- TOEFL (IBT): 79 (band minimum W=21, L=13, R=13, S=18)
- GCE 'A' Level: E
- GCE 'O' Level: C

**ENGLISH COMPETENCY INTAKE**
- Malaysia, Singapore, Mauritius:
  - IELTS: Overall 6.5 (no individual band below 6.0)
  - TOEFL (IBT): 79 (band minimum W=21, L=13, R=13, S=18)

**DURATION**
3 years full-time

**LOCATION**
- Bentley, Malaysia, Singapore, Mauritius

**COURSE STRUCTURE**

Year 1
- Bachelor of Commerce common core units (refer to page 18)
- Small Business Planning

Year 2
- Human Resource Management Introduction OR Safety and Environmental Health Law
- Environmental Issues in Business
- International Management
- Entrepreneurship
- 4 Electives

Year 3
- Managing Change
- Strategic Management
- Business Ethics
- Business Capstone
- 4 Electives

**PREREQUISITES**
Mathematics

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**MANAGEMENT**

Management knowledge and skills are valued and needed in small-to medium enterprises, not-for-profit organisations, large corporations and government, both locally and globally.

Management is about taking a leading role: supervising and mentoring staff, balancing budgets, and ensuring tasks and projects are completed successfully, together with recognising issues such as values, ethics and sustainability. It means taking responsibility, being entrepreneurial and getting things done, and making the most of your staff and resources.

**CAREER SNAPSHOT**

Business manager

Business managers undertake a range of functions to keep the administration of an organisation running smoothly. They may be responsible for human resources, budgets, transport, accommodation, risk, facilities and records.

Team leader

Team leader manage daily planning and operations to enable their team to meet work targets.

Retail manager

Retail managers plan and coordinate the operations of retail outlets and online stores. This includes managing staff, responding to customer complaints, controlling the level, price and presentation of stock, monitoring finances, running promotions and meeting sales targets.

Service delivery manager

Service delivery managers supervise a service delivery team. They train and motivate staff, develop processes and service quality, and find ways for improvement in service delivery.

Management consultant

Management consultants study an organisation’s procedures and systems to assess how staff, suppliers and the organisation can best operate.

**Career opportunities**

- Business or retail manager
- Management consultant
- Service delivery manager
- Team Leader

**Potential employers**

- Government departments and the public sector
- Consulting firms
- Industrial and commercial organisations
- Finance sector
- Training and development companies
Marketing is one of the most important functions in a successful business. Firms use marketing to differentiate their products and services in the marketplace, effectively communicate with their intended audience, and develop strategies to maximise consumer value, sales and profits.

Market research analyst
Market research analysts collect and analyse information to help marketers understand their customers better. They design questionnaires and select sample groups to survey, conduct focus groups, analyse and interpret results, report and research findings.

Fundraising coordinator
Fundraising coordinators organise fundraising events, seek major sponsors, run publicity campaigns and write grant submissions.

Digital marketing specialist
Digital marketing specialists enable a business to grow, compete and succeed in the digital arena. They are responsible for helping develop the digital communication strategy, search engine optimisation, email marketing, social media and networking.

Marketing communications manager
Marketing communications managers work closely with marketing, advertising, sales and public relations staff to execute strategies that generate awareness of a company’s brand.

CAREER SNAPSHOTs

Marketing assistant
Marketing assistant positions are a common starting point for marketing graduates. They undertake activities to promote a company’s products or services.

Product manager
Product managers coordinate market research, product development and production, packaging, pricing and distribution, and organise promotion, advertising and sales.
Public Relations (PR) is about managing communications, reputation and relationships for organisations. It involves attracting and retaining the support of customers, employees, investors, communities and other stakeholders critical to an organisation’s success.

PR professionals work in a wide variety of organisations and industries. They may provide advice to management and decisionmakers at the highest level, and work closely with the media.

In this course, you’ll gain hands-on experience by developing strategies for real organisations, as well as undertaking a professional internship in your final year.

CAREER SNAPSHOTS
Public relations coordinator
Public relations coordinators create, develop, implement and evaluate communication strategies for their organisations. Their role involves a considerable amount of writing and editing across all media, printed and electronic, including social media. Managing events is often a key responsibility.

Communications strategist
Communications strategists plan and coordinate social media campaigns for organisations across various social media platforms.

Internal communications coordinator
Internal communications coordinators share important information about events happening inside and outside of the organisation.

Public relations consultant
Public relations consultants work on projects to improve media relations, social media campaigns and marketing communications, public information campaigns, and issues and crisis management.

Publicist
Publicists generate publicity opportunities, and ensure that their clients receive positive coverage in social and mainstream media. Publicists work for clients using social media, as well as arranging interviews, pitching stories to journalists and drafting media releases.

COURSE ESSENTIALS

ENTRY REQUIREMENTS
- GCE A-Level / STPM (at least a 5)
- UEC (best of 5 selected*) - 20
- Malanakom WACE/SACE/HSC/VCE - 70
- IB - 24
- Ontario Gr 12 (best of 6) & CPU - 60
- HKDSE - 15
- WAUFP CPS - 53
- Sri Lanka - 5
- English Competency:
  - IELTS: Overall 6.5 (no individual band below 6.0)
  - TOEFL (IBT): 79 (band minimum W-21, L-13, R-13, S-18)
  - SPM 1119 English: C
  - GCE 'A' Level: E
  - GCE 'O' Level: C

DURATION
3 years full-time

LOCATION
- BENTLEY, MALAYSIA
- MAURITIUS

PREREQUISITES
Mathematics
Bachelor of Commerce common core units (refer to page 18)
Small Business Planning

COURSE STRUCTURE
Year 1
Bachelor of Commerce common core units
Public Relations Techniques
Public Relations Law
Transmedia Storytelling
Cross-cultural Communication
4 Electives

Year 2
Contemporary Practice
Public Relations Planning and Evaluation
Public Relations Internship
Business Capstone
4 Electives

Year 3
Contemporary Practice
Public Relations Planning and Evaluation
Public Relations Internship
Business Capstone
4 Electives

PUBLIC RELATIONS

Potential employers
- Public relations agencies
- Corporate affairs in government
- Public and private sectors
- Event management companies
- Crisis management companies

Career opportunities
- Public relations coordinator
- Communications strategist
- Social media manager
- Internal communications coordinator
- Public relations consultant
- Publicist
TOURISM AND HOSPITALITY

Tourism and hospitality are rapidly growing industries and may offer a variety of career paths. Careers may be in areas such as tourism development, organising events and festivals, and hotel resort management.

Employers in this field need people who are interested in travel, and who enjoy meeting new people and providing them with exceptional experiences.

The tourism and hospitality industries are where pressure can lead to a great sense of achievement. With diverse career paths and possibilities for travel, or living and working interstate or overseas, exciting times could be ahead.

CAREER SNAPSHOT

Tourist information officer
Tourist information officers provide travellers with suggestions for tours, travel routes, accommodation and local attractions. They also assist with research into tourism opportunities for local communities.

Corporate travel consultant
Corporate travel consultants manage the business travel arrangements for companies. They consult with corporate clients and travel requirements and budgets, and work with management to develop travel policies for their staff.

Tourism manager
Tourism managers may run a tourism information centre, and manage staff, office systems and service provision. They promote tourism in their region through marketing strategies and advertising campaigns.

Resort manager
Resort managers are multi-skilled professions who supervise and oversee the operations of resort destinations.

Event planner or manager
Event planners or managers plan, design and produce events, work with various stakeholders from conception through to completion, provide quality and memorable event experiences.

Career opportunities

- Tourist information officer
- Corporate travel consultant
- Tourism manager
- Hotel manager
- Resort manager
- Event planner or manager
- Customer & guest relations manager

Potential employers

- Convention centres
- Government departments
- Hotels, Resorts, Sports and Golf Club
- Destination management organisations
- Event companies
- Ministry of Tourism and Culture
- Tertiary institutions of learning

COURSE STRUCTURE

Year 1
Bachelor of Commerce common core units
Small Business Planning

Year 2
Hospitality Industry Management
Tourism Marketing
Principles of Tourism, Hospitality and Events
Sustainable Event Development
Managing Tourism Destinations
4 Electives

Year 3
Event Management
Contemporary Issues in Tourism Management
Dynamics of Hospitality Industry Management
Business Capstone
4 Electives

ENTRY REQUIREMENTS

- GCE A-Levels/STPM (best of 3) - 5
- UEC (best of 5 selected*) - 20
- WACE/SACE/HSC/VCE - 70
- IB - 24
- Ontario Gr 12/best of 6 CPU - 60
- HKDSE - 15
- SPM 1119 English: C
- GCE 'A' Level: E
- GCE 'O' Level: C

Mathematics

ENGLISH COMPETENCY

- IELTS: Overall 6.5 (no individual band below 6.0)
- TOEFL (IBT): 79 (band minimum W-21, L-13, R-13, S-18)
- SPM 1119 English: C
- GCE 'A' Level: E
- GCE 'O' Level: C

Feb, Jul

DURATION

3 years full-time

LOCATION

BENTLEY, MALAYSIA, MAURITIUS

PREREQUISITES

Mathematics

COURSE ESSENTIALS

Bachelor of Commerce
To Apply

1. Complete the online Application Form at www1.curtin.edu.my/future/apply_online.htm
2. Printed Application Forms must be accompanied by certified copies of relevant documents.
3. Successful applicants will receive an Offer Pack which will include a Letter of Offer, Acceptance of Offer Form, Enrolment Form and Student Pass Application Pack.

To accept the offer, complete and sign all the forms and return them with payment of all fees to Curtin Malaysia by the due date stated in the offer letter in order for the student pass and visa application to be processed.

Before leaving home

1. It is advisable to book an air ticket immediately after accepting the offer as airline seats are in high demand before the start of each semester.
2. Wherever possible, arrange your itinerary to transit at Kuala Lumpur International Airport (KLIA), which is the main entry point to Malaysia, then travel to Miri within the same day.
3. Make arrangements for accommodation. To book campus accommodation, log on to housing-recreation.curtin.edu.my
4. To request the Airport Reception Service on arrival, you will need to complete the Airport Reception Service (ARS) Booking Form which is available at international.curtin.edu.my/the-international-division/airport-reception-service/
   ARS requests must be submitted 3 working days in advance.
5. To ensure smooth immigration clearance at KLIA and Miri Airport, you will need to produce your passport, Letter of Offer from Curtin Malaysia, and Visa Approval Letter (VAL) from the Sarawak Immigration Department, at the airport immigration counters.

On arrival in Miri

1. If you have requested the Airport Reception Service, you will be met at Miri Airport and transported to your campus accommodation or short-term accommodation.
2. You are required to report to the Curtin Malaysia International Office during office hours, and will be assisted to open a bank account and make an appointment for medical check-up.
3. The University conducts an orientation programme to assist students to settle in Miri and into the University environment. It includes information on enrolment procedures, study skills, campus facilities, support services, public transport, shopping and recreational activities.
   The programme is supported by specialist staff members, student associations and senior students. All new students are required to attend.
For further information, contact:
Curtin University Malaysia
CDT250, 98009 Miri,
Sarawak, Malaysia.
Tel: +60 85 443 939 (General line)
+60 85 443 090 (Student enquiries)
Fax: +60 85 443 088
Email: enquiries@curtin.edu.my

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MAPCU Membership No. C/038

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