



# Universiti Putra Malaysia

## Sekolah Perniagaan dan Ekonomi *School of Business and Economics*

### OPSYEN BACELOR PENTADBIRAN PERNIAGAAN *SPECIALIZATION FOR BACHELOR OF BUSINESS ADMINISTRATION*

**Kepada / To :**

Penyelaras, Bacelor Pentadbiran Perniagaan / *Coordinator, Bachelor of Business Administration*  
Sekolah Perniagaan dan Ekonomi / *School of Business and Economics*

Nama / <i>Name</i>	
No. Matrik / <i>Matric</i>	
No. Telefon / <i>Phone</i>	
PNGK Terkini <i>Current CGPA</i>	
Semester Terkini <i>Current Semester</i>	
Klasifikasi / <i>Classification</i>	

#### PEMILIHAN OPSYEN / SPECIALIZATION SELECTIONS

(Sila nyatakan 1, 2 dan 3 bagi opsiyen pilihan anda / *Please state 1, 2 and 3 for your preferred specialization options*)

Bil	Kursus <i>Course</i>	Gred <i>Grade</i>	Pemasaran <i>Marketing</i>	Pengurusan Sumber Manusia <i>Human Resource Management</i>	Kewangan <i>Finance</i>	Perniagaan Antarabangsa <i>International Business</i>	Keusahawanan <i>Entrepreneurship</i>
1	MGM3101						
2	MGM3113						
3	MGM3211						
4	MGM3123						
5	ACT3211						

Tarikh / *Date* :

Tandatangan Pelajar / *Student's Signature*:

#### UNTUK KEGUNAAN PEJABAT / FOR OFFICE USE

**Opsyen yang diluluskan**  
*Approved Specialization*

\_\_\_\_\_  
(Penyelaras / *Coordinator*)

## **SYARAT BAGI SETIAP OPSYEN / CONDITIONS FOR EACH SPECIALIZATION**

### **I. PEMASARAN / MARKETING**

Mendapat gred minimum B+ bagi kursus MGM3211 Prinsip Pemasaran / *Obtain a minimum grade of B+ for MGM3211 Principles of Marketing*

### **II. PENGURUSAN SUMBER MANUSIA / HUMAN RESOURCE MANAGEMENT**

Mendapat gred minimum B+ bagi kursus MGM3123 Pengurusan Sumber Manusia dan MGM3113 Gelagat Organisasi / *Obtain a minimum grade of B+ for MGM3123 Human Resource Management and MGM3113 Organizational Behavior*

### **III. KEWANGAN / FINANCE**

Mendapat gred minimum B+ bagi kursus ACT3211 Pengurusan Kewangan / *Obtain a minimum grade of B+ for ACT3211 Financial Management*

### **IV. PERNIAGAAN ANTARABANGSA / INTERNATIONAL BUSINESS**

Mendapat gred minimum B+ bagi kursus MGM3101 Prinsip Pengurusan dan MGM3211 Prinsip Pemasaran / *Obtain a minimum grade of B+ for MGM3101 Principles of Management and MGM3211 Principles of Marketing*

### **V. KEUSAHAWANAN / ENTREPRENEURSHIP**

Mendapat gred minimum B+ bagi kursus MGM3180 Asas Keusahawanan dan MGM3211 Prinsip Pemasaran / *Obtain a minimum grade of B+ for MGM3180 Basic Entrepreneurship and MGM3211 Principles of Marketing*

## **NOTA / NOTES**

- a. Sila lampirkan salinan keputusan peperiksaan semua kursus prasyarat yang berkaitan.  
*Please attach copies of examination results for all pre-requisite courses.*
- b. Senarai kelulusan opsyen akan dipaparkan di papan kenyataan Pejabat Timbalan Dekan (Prasiswazah dan Alumni) dan 'Facebook' Fakulti dua (2) minggu selepas tarikh akhir penghantaran borang.  
*The specialization approval list will be displayed on the notice board at the Deputy Dean (Undergraduate & Alumni) Office and Faculty's Facebook two (2) week after the submission deadline.*
- c. Setelah mendapat kelulusan opsyen, anda dikehendaki mengisi permohonan secara dalam talian pada minggu kelima (5) di e-SMP. Tempoh permohonan hanya satu (1) minggu sahaja.  
*Upon approval of the specialization, you are required to fill in the online application in e-SMP on week five (5). The application period is one (1) week.*