

STRUKTUR KURIKULUM/ CURRICULUM STRUCTURE

Program/ Programme : **Bachelor Pentadbiran Perniagaan/ Bachelor of Business Administration**

Jumlah Kredit Bergraduati/ Total : **125 Jam Kredit/ Credit Hours Credits to Graduate**

Tempoh Pengajian/ Duration of Study : **8 Semester/ Semesters (4 Tahun/ Years)**

1. Kursus Universiti/ University Courses (21 Kredit/ credits)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
*BBM1401	Bahasa Melayu Asas/ Basic Malay Language	3	2	1
**SKP2203	Tamadun Islam dan Tamadun Asia/ Asian and Islamic Civilizations	2	2	0
**SKP2204	Hubungan Etnik/ Ethnic Relation	2	2	0
SKP2501	Pengantar Psikologi/ Introduction To Psychology	3	3	0
SKP2101	Kenegaraan Malaysia/ Malaysian Nationhood	3	3	0
PRT2008	Pertanian dan Manusia/ Agriculture and Man	2	2	0
MGM3180	Asas Keusahawanan/ Basic Entrepreneurship	3	2	1
BBI2422	Reading for Academic Purposes	3	2	1
BBI2423	Academic Interaction and Presentation	3	2	1
BBI2424	Academic Writing	3	2	1

***Wajib untuk Pelajar Antarabangsa sahaja/ Compulsary for International Students only**

****Pengecualian untuk Pelajar Antarabangsa. Diganti dengan BBM1402 (Bahasa Melayu Asas II) & BBM1403 (Bahasa Melayu Asas III)/ Exemption for International Students. Replaced with BBM1402 & BBM1403**

2. Kursus Teras/ Core Courses (87 Kredit/ credits)

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MTH3004	Pengenalan kepada Matematik Ekonomi dan Perniagaan/ Introduction to Economics and Business Mathematics	4	3	1
BBI2412	Writing for Academic Purposes	3	3	0
ACT2112	Perakaunan Pengenalan/ Introductory Accounting	4	3	1
ACT2131	Perakaunan Kos dan Pengurusan/ Cost and Management Accounting	3	3	0

ACT3120	Perakaunan Kewangan/ <i>Accounting Financial</i>	4	3	1
ECN3100	Prinsip Ekonomi/ <i>Principles Of Economics</i>	3	3	0
ECN3101	Mikroekonomi/ <i>Microeconomics</i>	3	3	0
ECN3102	Makroekonomi/ <i>Macroeconomics</i>	3	3	0
MGM3101	Prinsip Pengurusan/ <i>Principles of Management</i>	3	3	0
MGM3111	Komunikasi Pentadbiran dan Perniagaan/ <i>Business and Administrative Communication</i>	3	2	1
MGM3191	Teknologi Maklumat Perniagaan/ <i>Information Technology In Business</i>	4	3	1
MGM3163	Teknik Kuantitatif Untuk Perniagaan/ <i>Quantitative Techniques for Business</i>	4	3	1
MGM4136	Isu-isu Semasa Pengurusan/ <i>Current Issues In Management</i>	3	3	0
MGM4137	Dasar Sosial Korporat/ <i>Corporate Social Policy</i>	3	3	0
MGM4197	Sistem Maklumat Pengurusan I/ <i>Management Information System I</i>	3	3	0
MGM4139	Pengurusan Strategik/ <i>Strategic Management</i>	3	3	0
MGM4148	Pengurusan Operasi dan Pengeluaran/ <i>Production And Operation Management</i>	4	3	1
MGM3123	Pengurusan Sumber Manusia/ <i>Human Resource Management</i>	3	3	0
MGM3162	Statistik Perniagaan/ <i>Business Statistics</i>	4	3	1
MGM4105	Kaedah Penyelidikan Perniagaan dan Pengurusan/ <i>Business And Management Research Methods</i>	4	3	1
ACT3211	Pengurusan Kewangan/ <i>Financial Management</i>	3	3	0
MGM3211	Prinsip Pemasaran/ <i>Principles of Marketing</i>	3	3	0
MGM3351	Undang-undang Komersil/ <i>Commercial Law</i>	3	3	0
MGM3113	Gelagat Organisasi/ <i>Organizational Behaviour</i>	3	3	0
MGM4901	Latihan Industri/ <i>Industrial Training</i>	3	0	3
MGM4998 atau	Projek Ilmiah Tahun Akhir/ <i>Final Year Project (Kajian Kes/Case Study)</i>	4	0	4
MGM4999	Projek Ilmiah Tahun Akhir/ <i>Final Year Project (Kertas Projek/ Project Paper)</i>			

3. Kursus Pengkhususan/ Specialization Courses (15 Kredit/ credits)

i. **Pemasaran/ Marketing**

Kursus Pengkhususan (Wajib)/ *Specialization Courses (Compulsory)*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM3244	Gelagat Pengguna/ <i>Consumer Behaviour</i>	3	3	0
MGM4219	Pengurusan dan Strategi Pemasaran/ <i>Marketing Strategy and Management</i>	3	3	0
MGM4264	Penyelidikan Pemasaran/ <i>Marketing Research</i>	3	3	0

Kursus Pengkhususan (Elektif)/ *Specialization Courses (Elective)* - Pilih dua (2) kursus sahaja/ *Choose only two (2) courses*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4204	Pemasaran Perkhidmatan/ <i>Service Marketing</i>	3	3	0
MGM4224	Pemasaran Langsung/ <i>Direct Marketing</i>	3	3	0
MGM4254	Pengurusan Peruncitan/ <i>Retail Management</i>	3	3	0
MGM4273	Pemasaran Antarabangsa/ <i>International Marketing</i>	3	3	0
MGM4284	Pengurusan Promosi/ <i>Promotion Management</i>	3	3	0
MGM4297	Pengurusan Produk/ <i>Product Management</i>	3	3	0

ii. **Pengurusan Sumber Manusia/ Human Resource Management**

Kursus Pengkhususan (Wajib)/ *Specialization Courses (Compulsory)*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4124	Pengurusan Latihan dan Pembangunan/ <i>Training And Development Management</i>	3	3	0
MGM4126	Perhubungan Majikan-Pekerja/ <i>Employer-Employee Relationship</i>	3	3	0
MGM4127	Pengambilan dan Pemilihan Pekerja/ <i>Employee Recruitment And Selection</i>	3	3	0

Kursus Pengkhususan (Elektif) / *Specialization Courses (Elective)* - Pilih dua (2) kursus sahaja/ *Choose only two (2) courses*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM3331	Undang-Undang Buruh dan Hubungan Industri/ <i>Labour And Industrial Relations Law</i>	3	3	0

MGM4125	Pengurusan Pampasan/ <i>Compensation Management</i>	3	3	0
MGM4155	Pengurusan Rentas Budaya/ <i>Cross-Cultural Management</i>	3	3	0
MGM4144	Pengurusan Kualiti/ <i>Quality Management</i>	3	3	0

iii. Kewangan/ Finance

Kursus Pengkhususan (Wajib)/ *Specialization Courses (Compulsory)*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
ACT4211	Kewangan Perbadanan/ <i>Corporate Finance</i>	3	3	0
ACT4221	Analisis Pelaburan/ <i>Investment Analysis</i>	3	3	0
ACT4231	Pengurusan Bank/ <i>Bank Management</i>	3	3	0

Kursus Pengkhususan(Elektif)/ *Specialization Courses (Elective)* - Pilih dua (2) kursus sahaja/ *Choose only two (2) courses*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
ACT4215	Kewangan Antarabangsa/ <i>International Finance</i>	3	3	0
ACT4241	Derivatif Kewangan/ <i>Financial Derivatives</i>	3	3	0
ACT4214	Pengurusan Kewangan Islam/ <i>Islamic Financial Management</i>	3	3	0
ACT4216	Sistem dan Struktur Pasaran Kewangan Malaysia/ <i>Malaysian Financial Market System and Structure</i>	3	3	0
ACT4223	Teori Portfolio/ <i>Portfolio Theory</i>	3	3	0
MGM4177	Pengurusan Risiko dan Insurans/ <i>Risk And Insurance Management</i>	3	3	0

iv. Perniagaan Antarabangsa/ International Business

Kursus Pengkhususan (Wajib)/ *Specialization Courses (Compulsory)*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4154	Pengurusan Perniagaan Antarabangsa/ <i>International Business Management</i>	3	3	0
MGM4273	Pemasaran Antarabangsa/ <i>International Marketing</i>	3	3	0
MGM4155	Pengurusan Rentas Budaya/ <i>Cross-Cultural Management</i>	3	3	0

Kursus Pengkhususan (Elektif)/ *Specialization Courses (Elective)* - Pilih dua (2) kursus sahaja/ *Choose only two (2) courses*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
ACT4232	Perbankan Antarabangsa/ <i>Banking International</i>	3	3	0
ECN4181	Ekonomi Antarabangsa/ <i>Economics International</i>	3	3	0
ECN4182	Perdagangan Antarabangsa/ <i>Trade International</i>	3	3	0
MGM3365	Undang-undang Perdagangan Antarabangsa/ <i>International Trade Law</i>	3	3	0
MGM4274	Sistem Pengedaran Antarabangsa/ <i>International Distribution System</i>	3	3	0
ACT4215	Kewangan Antarabangsa/ <i>Finance International</i>	3	3	0

v. Keusahawanan/ *Entrepreneurship*

Kursus Pengkhususan (Wajib)/ *Specialization Courses (Compulsory)*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4183	Keusahawanan/ <i>Entrepreneurship</i>	3	3	0
MGM4184	Pengurusan Perniagaan Kecil/ <i>Small Business Management</i>	3	3	0
MGM4187	Pengurusan Usahaniaga Baru/ <i>New Venture Management</i>	3	3	0

Kursus Pengkhususan (Elektif) / *Specialization Courses (Elective)* - Pilih dua (2) kursus sahaja/ *Choose two (2) courses only*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4174	Pengurusan Perkhidmatan/ <i>Management Services</i>	3	3	0
MGM4178	Pengurusan Francais/ <i>Management Franchise</i>	3	3	0
MGM4188	Perundingan Perniagaan Kecil/ <i>Business Consulting Small</i>	3	3	0
MGM4254	Pengurusan Peruncitan/ <i>Retail Management</i>	3	3	0
MGM4284	Pengurusan Promosi/ <i>Management Promotion</i>	3	3	0
MGM4321	Undang-Undang Syarikat/ <i>Company Law</i>	3	3	0

vi. **Pengurusan Hospitaliti dan Rekreasi/ *Hospitality and Recreation Management***

Kursus Pengkhususan (Wajib)/ *Specialization Courses (Compulsory)*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
HPR3100	Pengenalan kepada Industri Hospitaliti, Pelancongan dan Rekreasi/ <i>Introduction To Hospitality, Tourism And Recreation Industry</i>	3	3	0
HPR4101	Pemasaran Hospitaliti, Pelancongan dan Rekreasi/ <i>Hospitality, Tourism and Recreational Marketing</i>	3	3	0
ECN4135	Ekonomi Pelancongan dan Rekreasi/ <i>Tourism and Recreation Economics</i>	3	3	0

Kursus Pengkhususan (Elektif)/ *Specialization Courses (Elective)* - Pilih dua (2) kursus sahaja/ *Choose two (2) courses only*

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
HPR4100	Pengurusan Hotel dan Pusat Peranginan/ <i>Hotel And Resort Management</i>	3	3	0
HPR4106	Perancangan dan Pembangunan Sumber Hospitaliti, Pelancongan dan Rekreasi/ <i>Planning & Development Of Hospitality, Tourism & Recreation Resources</i>	3	3	0
HPR4314	Pengurusan Acara, Konvensyen dan Pameran/ <i>Event, Convention And Exhibition Management</i>	3	3	0
HPR4317	Pelancongan Eko dan Agro/ <i>Eco And Agro Tourism</i>	3	3	0
HPR4320	Perancangan dan Pembangunan Pelancongan/ <i>Tourism Planning and Development</i>	3	3	0
MGM4284	Pengurusan Promosi/ <i>Promotion Management</i>	3	3	0

Nota/ Note: Kr = Jam Kredit/ *Credit Hour*, K = Kredit/ *Lecture*, A = Amali/ *Tutorial*

SKEMA PENGAJIAN/ STUDY SCHEME**TAHUN 1/ 1ST YEAR****SEMESTER 1/ 1ST SEMESTER**

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
*BBM1401	Bahasa Melayu Asas/ <i>Basic Malay Language</i>	3	2	1
**SKP2203	Tamadun Islam dan Tamadun Asia/ <i>Asian and Islamic Civilizations</i>	2	2	0
MTH3004	Pengenalan kepada Matematik Ekonomi dan Perniagaan/ <i>Introduction to Economics and Business Mathematics</i>	4	3	1
MGM3101	Prinsip Pengurusan/ <i>Principles of Management</i>	3	3	0
ECN3100	Prinsip Ekonomi/ <i>Principles Of Economics</i>	3	3	0
SKP2101	Kenegaraan Malaysia/ <i>Malaysian Nationhood</i>	3	3	0
BBI2422	<i>Reading for Academic Purposes (MUET/UTEIS Band 1 & 2)</i>	3	2	1
CEL2101	<i>Vocabulary and Grammar for Communication (MUET/UTEIS Band 1 & 2)</i>			
CEL2102	<i>Effective Listening and Speaking (MUET/UTEIS Band 3 & 4)</i>			
LAX	<i>(MUET/UTEIS Band 3,4,5 & 6)</i>			
	Ko-kurikulum/ <i>Co-curriculum</i>	1	0	1
	JUMLAH/ TOTAL	22	18	4

***Wajib untuk Pelajar Antarabangsa sahaja/ Compulsary for International Students only**

****Pengecualian untuk Pelajar Antarabangsa/ Exemption for International Students**

SEMESTER 2/ 2ND SEMESTER

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
*BBM1402	Bahasa Melayu Asas II/ <i>Basic Malay Language II</i>	3	2	1
**SKP2204	Hubungan Etnik/ <i>Ethnic Relation</i>	2	2	0
MGM3180	Asas Keusahawanan/ <i>Basic Entrepreneurship</i>	3	2	1
ACT2112	Perakaunan Pengenalan/ <i>Introductory Accounting</i>	4	3	1
ECN3101	Mikroekonomi/ <i>Microeconomics</i>	3	3	0
BBI2423	<i>Academic Interaction and Presentation (MUET/UTEIS Band 3 & 4)</i>	3	2	1

CEL2102	<i>Effective Listening and Speaking</i> (MUET/UTEIS Band 1 & 2)			
CEL2103	<i>Writing Academic Texts</i> (MUET/UTEIS Band 5 & 6)			
LAX	(MUET/UTEIS Band 3, 4, 5 & 6)			
	Ko-kurikulum/ <i>Co-curriculum</i>	1	0	1
	JUMLAH/ TOTAL	19	14	5

***Wajib untuk Pelajar Antarabangsa sahaja/ Compulsary for International Students only**

****Pengecualian untuk Pelajar Antarabangsa/ Exemption for International Students**

TAHUN 2/ 2ND YEAR

SEMESTER 1/ 1ST SEMESTER

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
*BBM1403	Bahasa Melayu Asas III/ <i>Basic Malay Language III</i>	3	2	1
SKP2501	Pengantar Psikologi/ <i>Introduction To Psychology</i>	3	3	0
ACT2131	Perakaunan Kos dan Pengurusan/ <i>Cost and Management Accounting</i>	3	3	0
MGM3113	Gelagat Organisasi/ <i>Organizational Behavior</i>	3	3	0
MGM3191	Teknologi Maklumat Perniagaan/ <i>Information Technology In Business</i>	4	3	1
BBI2423	<i>Academic Interaction and Presentation</i> (MUET/UTEIS Band 1 & 2)	3	2	1
BBI2424	<i>Academic Writing</i> (MUET/UTEIS Band 3 & 4)			
LAX	(MUET/UTEIS Band 5 & 6)			
	JUMLAH/ TOTAL	19	16	3

***Wajib untuk Pelajar Antarabangsa sahaja/ Compulsary for International Students only**

SEMESTER 2/ 2ND SEMESTER

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
ECN3102	Makroekonomi/ <i>Macroeconomics</i>	3	3	0
MGM3111	Komunikasi Pentadbiran dan Perniagaan/ <i>Business and Administrative Communication</i>	3	2	1
MGM3163	Teknik Kuantitatif Untuk Perniagaan/ <i>Quantitative Techniques for Business</i>	4	3	1
MGM3211	Prinsip Pemasaran/ <i>Principles of Marketing</i>	3	3	0
MGM3123	Pengurusan Sumber Manusia/ <i>Human Resource Management</i>	3	3	0

BBI2424	<i>Academic Writing</i>	3	2	1
CEL2104/ CEL2105	<i>Oral Presentation/ Spoken Communication for the Workplace (MUET/UTEIS Band 1 & 2)</i>			
LAX	<i>(MUET/UTEIS Band 3 & 4)</i>			
JUMLAH/ TOTAL		19	16	3

TAHUN 3/ 3RD YEAR

SEMESTER 1/ 1ST SEMESTER

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
PRT2008	<i>Pertanian dan Manusia/ Agriculture and Man</i>	2	2	0
ACT3211	<i>Pengurusan Kewangan/ Financial Management</i>	3	3	0
MGM3162	<i>Statistik Perniagaan/ Business Statistics</i>	4	3	1
MGM3351	<i>Undang-undang Komersil/ Commercial Law</i>	3	3	0
BBI2412	<i>Writing for Academic Purposes</i>	3	3	0
LAX	<i>(MUET/UTEIS Band 1, 2, 3, 4, 5 & 6)</i>			
JUMLAH/ TOTAL		15	14	1

SEMESTER 2/ 2ND SEMESTER

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
ACT3120	<i>Perakaunan Kewangan/ Financial Accounting</i>	4	3	1
MGM4105	<i>Kaedah Penyelidikan Perniagaan dan Pengurusan/ Business And Management Research Methods</i>	4	3	1
MGM4148	<i>Pengurusan Operasi dan Pengeluaran/ Production And Operation Management</i>	4	3	1
MGM4197	<i>Sistem Maklumat Pengurusan I/ Management Information System I</i>	3	3	0
CEL2105/ CEL2106/ CEL2107	<i>Spoken Communication for the Workplace/ Communication for Professional Development/ Written Business Communication (MUET/UTEIS Band 1, 2, 3 & 4)</i>			
LAX	<i>(MUET/UTEIS Band 5 & 6)</i>			
JUMLAH/ TOTAL		15	12	3

TAHUN 4/ 4TH YEAR**SEMESTER 1/ 1ST SEMESTER**

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4139	Pengurusan Strategik/ <i>Strategic Management</i>	3	3	0
*MGM4901	Latihan Industri/ <i>Industrial Training</i>	3	0	3
MGMxxxx	Tiga (3) kursus pengkhususan/ <i>Three (3) specialized courses</i>	9	9	0
CEL2105/ CEL2106/ CEL2107	<i>Spoken Communication for the Workplace/ Communication for Professional Development/ Written Business Communication (MUET/UTEIS Band 5 & 6)</i>			
LAX	<i>(MUET/UTEIS Band 1, 2, 3, & 4)</i>			
JUMLAH/ TOTAL		15	12	3

*Pelajar **DIWAJIBKAN** samada memilih untuk menjalani 3 jam kredit Latihan Industri ATAU mengambil salah satu (1) kursus mana-mana bidang pengkhususan sebagai syarat bergraduat. Latihan Industri yang ditetapkan selama 8 minggu yang dijalankan semasa cuti semester iaitu selepas Semester 6 atau telah lulus minima 92 jam kredit/ *Students are required to choose either a 3 credit hours Industrial Training or any one (1) course from one of the areas of speacialization as a condition to graduate. Industrial Training of 8 weeks will take place during the semester break after Semester 6 or have taken and passed a minimum of 92 credit hours.*

SEMESTER 2/ 2ND SEMESTER

KOD KURSUS/ COURSE CODE	KURSUS/ COURSE	Kr/ Cr	K/ L	A/ T
MGM4136	Isu-Isu Semasa Pengurusan/ <i>Current Issues In Management</i>	3	3	0
MGM4137	Dasar Sosial Korporat/ <i>Corporate Social Policy</i>	3	3	0
MGM4998 atau/or MGM4999	Projek Ilmiah Tahun Akhir/ <i>Final Year Project (Kajian Kes/Case Study)</i>	4	0	4
MGMxxxx	Dua (2) kursus pengkhususan/ <i>Two (2) specialized courses</i>	6	6	0
LAX/ CEL2104/ CEL2105/ CEL2106/ CEL2107	<i>Oral Presentation/ Spoken Communication for the Workplace/ Communication for Professional Development/ Written Business Communication</i>			
JUMLAH/ TOTAL		16	12	4

Nota/ Note: Pelajar diwajibkan memilih 2 jam kredit daripada kursus ko-kurikulum yang ditawarkan oleh universiti/ *Students are required to take 2 credit hours of any of the co-curriculum courses offered by the university*

ELEx SCHEME FOR 4-YEAR PROGRAMMES

MUET/UTEIS Band	TOEFL/IELTS Score	Graduation Requirement for 4-year programmes
1 & 2	-	3 BBI + 3 CEL + 24 LAX points
3 & 4	TOEFL 550-599 IELTS 5.0-6.5	2 BBI + 2 CEL + 36 LAX points
5 & 6	TOEFL 600-677 IELTS 7.0-9.0	3 CEL + 36 LAX points

Note:

Students who are away on Industrial Training in any semester need not enrol in any course or LAX for that particular semester, but they must enrol in a course or LAX in subsequent semesters.

Sem	4-Year Programme					
	MUET/UTEIS Band 1 & 2		MUET/UTEIS Band 3 & 4		MUET/UTEIS Band 5 & 6	
Sem 1	BBI2422	CEL2101	CEL2102	LAX	LAX	
Sem 2	LAX	CEL2102	BBI2423		CEL2103	
Sem 3	BBI2423		BBI2424		LAX	
Sem 4	BBI2424		LAX		Choose ONE: CEL2104/2105	
Sem 5	LAX		LAX		LAX	
Sem 6	Choose ONE: CEL 2105/2106/2107		Choose ONE: CEL2105/2106/2107		LAX	
Sem 7	LAX		LAX		Choose ONE: CEL2105/2106/2107	
Sem 8	LAX or	Options: CEL 2104/2105/ 2106/2107	LAX or	Options: CEL 2104/2105/ 2106/2107	LAX or	Options: CEL 2104/2105/ 2106/2107

BBI courses

- BBI2422 (Reading for Academic Purposes)
- BBI2423 (Academic Interaction and Presentation)
- BBI2424 (Academic Writing)

CEL courses

- CEL2101 (Vocabulary and Grammar for Communication)
- CEL2102 (Effective Listening and Speaking)
- CEL2103 (Writing Academic Texts)
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- CEL2104 (Oral Presentation)
- CEL2105 (Spoken Communication for the Workplace)
- CEL2106 (Communication for Professional Development)
- CEL2107 (Written Business Communication)

Pre-requisites for courses

- CEL2102: Level 2 in CEL2101 or MUET/UTEIS Band 5 or 6
- CEL2103: Passed in BBI2424 or MUET/UTEIS Band 5 or 6
- BBI2423: Level 2 in CEL2102
- BBI2424: Passed in BBI2423
- CEL2104, 2105, 2106, 2107: Passed in BBI2424 or MUET/UTEIS Band 5 or 6

LAX

- LAX (6 points or 12 points)
- 1 point = 2 hours per week