



POSTGRADUATE STUDENT HANDBOOK

COLLEGE OF GRADUATE STUDIES

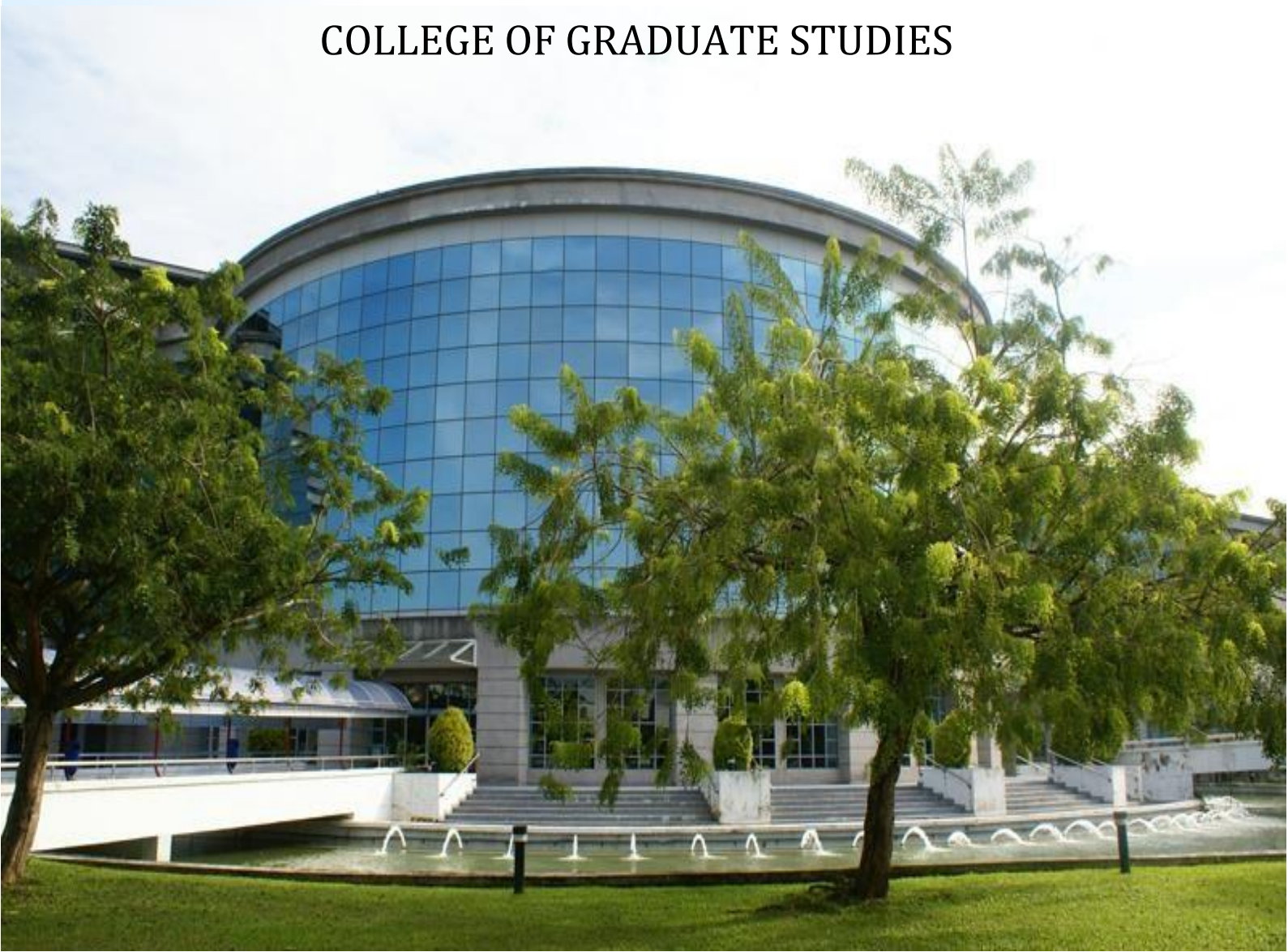


Table of Contents

MESSAGE FROM THE DEAN	4
UNIVERSITI TENAGA NASIONAL – THE BACKGROUND.....	5
PUTRAJAYA CAMPUS	6
College Of Graduate Studies.....	6
Why Postgraduate at UNITEN?	6
Our People	7
ORGANISATIONAL STRUCTURE COLLEGE OF GRADUATE STUDIES.....	9
DEPARTMENT OF ENGINEERING & INTERDISCIPLINARY PROGRAMS	10
Programme Synopses	10
Programme Structures.....	12
DEPARTMENT OF BUSINESS AND MANAGEMENT	14
Programme Synopses	14
Programme Structures.....	16
DEPARTMENT OF INFORMATION TECHNOLOGY	19
Programme Synopses	20
Programme Structures.....	20
Assessment for Structure A Programme	23
Assessment for Structures B & C Programmes	23
Academic Status	24
Course Status.....	25
Examination Results.....	25
GRADUATION	25
General Requirements for Conferment of Degree	25
Requirement for Structure A Programme	26
Requirement for Structure B Programme	26
Requirement for Structure C Programme	26
Deferment	27
Examination Results.....	27
GRADUATE ACTIVITY CLUB	28

List of Table

Table 1: Master of Electrical Engineering.....	12
Table 2: Master of Structural Engineering (Structure C)	13
Table 3: Master of Business Administration	16
Table 4: Master of Engineering Management	17
Table 5: Master of Energy Management.....	18
Table 6: Master of Information Technology	20
Table 7: Academic Calendar Year 2023/2024 for Undergraduate & Postgraduate (Structure B & C) *	21
Table 8: Academic Calendar Year 2023/2024 for Postgraduate (Structure A) *	22
Table 9: Assessment based on CGPA.....	23
Table 10: Academic Status Structure A Programme.....	24
Table 11: Academic Status Structure B and C Programme	24
Table 12: Course Status	25
Table 13: Requirement for Structure A Programme.....	26

MESSAGE FROM THE DEAN

Let me extend my warm welcome to College of Graduate Studies (COGS) UNITEN.

This college offers postgraduate studies in Engineering, Computer Science, Information Technology, Accounting, Finance and Business Management. All our sixteen programmes, which include mixed-mode, full-research, and coursework programmes are accredited by Malaysia Qualifications Agency and are approved programmes under the Ministry of Higher Education Malaysia.

We provide quality education through teaching and research excellence piloted by our high calibre and experienced academic staff from our three main colleges, i.e. College of Engineering, College of Computing and Informatics and College of Business Management and Accounting. Our lecturers perform research and consultancy that are in keeping with the current needs of business and are in line with the vision and objectives of UNITEN. They are closely connected to both local and international industries as well as academic institutions.

You have a wide range of opportunities to select research projects provided by our well-established and recognized five research institutes: -

- Institute of Power Engineering (IPE)
- Institute of Sustainable Energy (ISE)
- Institute of Energy Infrastructure (IEI)
- Institute of Energy Policy and Research (IEPRE)
- Institute of Informatics and Computing in Energy (IICE)

You can also propose your own individual research projects in consultation with the relevant college lecturers.

This handbook is produced to assist you in planning your studies at UNITEN. The handbook lists down the synopses of each programme and its structure. The assessment methods and the graduation requirements are also included in the handbook. It is good for you to familiarize yourself with the requirements in order for you to complete your studies successfully.

Each program has its own programme coordinator who will assist you throughout your journey at UNITEN. The college support staff info is also listed in the handbook and they will assist you in regards to administration of the programme.

We strongly encourage you to get involved with Graduate Activity Club. The club conducts presentations and industrial visits, promotes the 3 Minute Thesis competition, hosts Coffee Hour Sessions, and serves as the conference's secretariat for our iGRAD conference.

Through the UNITEN mobility programme, you can have the opportunity to learn about the research techniques (best practices) in other nations to widen your research horizons and strengthen your linkages.

Our goal is to produce graduates who will not only be knowledgeable but also skilful, autonomous, highly driven, and professional, making them valuable assets to any organisation. COGS will provide you with the tools you need to soar higher in your life. On behalf of COGS, I wish you all the very best.

Your Dean,

Agi

UNIVERSITI TENAGA NASIONAL – THE BACKGROUND



Universiti Tenaga Nasional is a unique institution providing academic programmes and consultancy services on campus. Its programmes are focused on engineering, information technology, business management and other related areas. In addition, Universiti Tenaga Nasional prepares its graduates not just to become professionals but also hone them to become well-rounded individuals with a broad intellectual outlook. Universiti Tenaga Nasional is one of the first private universities to be set up in Malaysia and is wholly owned by Tenaga Nasional Berhad (TNB), one of the leading electric utility companies in South-East Asia.

Universiti Tenaga Nasional commenced operation in 1976 as Institute Latihan Sultan Ahmad Shah (ILSAS), which served for many years as the corporate training institute for Tenaga Nasional Berhad (TNB) and its predecessor, Lembaga Letrik Negara. In 1994, ILSAS was transformed into an institute of higher learning and renamed Institut Kejuruteraan Teknologi Tenaga Nasional (IKATAN). The institute offered academic programmes at undergraduate and graduate levels through twinning arrangements with universities – both local and overseas. In 1997, IKATAN became Universiti Tenaga Nasional to meet the national aspiration towards making Malaysia a centre for educational excellence.

Though relatively new as a university, Universiti Tenaga Nasional has been able to accelerate its infrastructure development to international standards as a result of firm support and commitment from TNB, its holding company. The number of academic programmes is being increased in line with its commitment to serve the needs of Malaysia and other countries that look to Malaysia to meet their requirements for tertiary education.

The Universiti Tenaga Nasional main campus is about 25 kilometres south of Kuala Lumpur and is easily accessible via a number of highways. Nestled on a 214 hectare site of gently sloping land amid lush greenery and yet not too far from the commercial and cultural activities of Kuala Lumpur, the modern campus provides an ideal setting for academic fulfilments and intellectual growth.

The campus is strategically located within the Multimedia Super Corridor (MSC). It is close to Cyberjaya, the hub of major MSC activities and is next to Putrajaya, the Malaysian Government's new administrative centre.

Vision

“A leading global energy university that shapes a sustainable future”

Mission

“We strive to advance knowledge and learning experience through research and innovation that will best serve human society”

Aspiration

“To become a globally competitive, energy-focused university”

Tagline

“Creative, Innovative & Energetic”

PUTRAJAYA CAMPUS



The UNITEN Putrajaya campus, in effect, began to take shape in 1995 involving three stages of development and construction covering an area of 483 acres. Its close proximity to the Multimedia Super Corridor (MSC) and the federal administrative centre Putrajaya simply added to UNITEN's air of auspiciousness.

According to Dr. Tajul Arus bin Noh, the first Rector of UNITEN, "The university's primary mission is to provide quality education and training in engineering, information technology, business and related fields for Malaysians and other nationals." By 1999, student enrolment in this state-of-the-art teaching and learning environment had reached an impressive 5,000.

About a year later, on 29 June 2000, the Malaysia Prime Minister, Tun Dr. Mahathir Mohamad officially opened the UNITEN Putrajaya campus. This further spurred the university to reach greater heights which saw it move from strength to strength consolidating its stature as a university of choice. That same year also saw the first intake of students in UNITEN's very own bachelor's degree programme.

College Of Graduate Studies

At COGS, we manage Postgraduate Programmes for our students in collaboration with our partner colleges including College of Engineering (COE), College of Computing & Informatics (CCI), College of Business Management & Accounting (COBA) and College of Energy Economics & Social Sciences (CES).

Why Postgraduate at UNITEN?

- Top class lecturers with international recognition
- Students exposed to corporate and industrial specialist
- Strong research collaborations with other higher learning institutions and industries.

Vision

To be the leading graduate college that offers energy & sustainability related programmes in the fields of engineering, IT and business

Mission

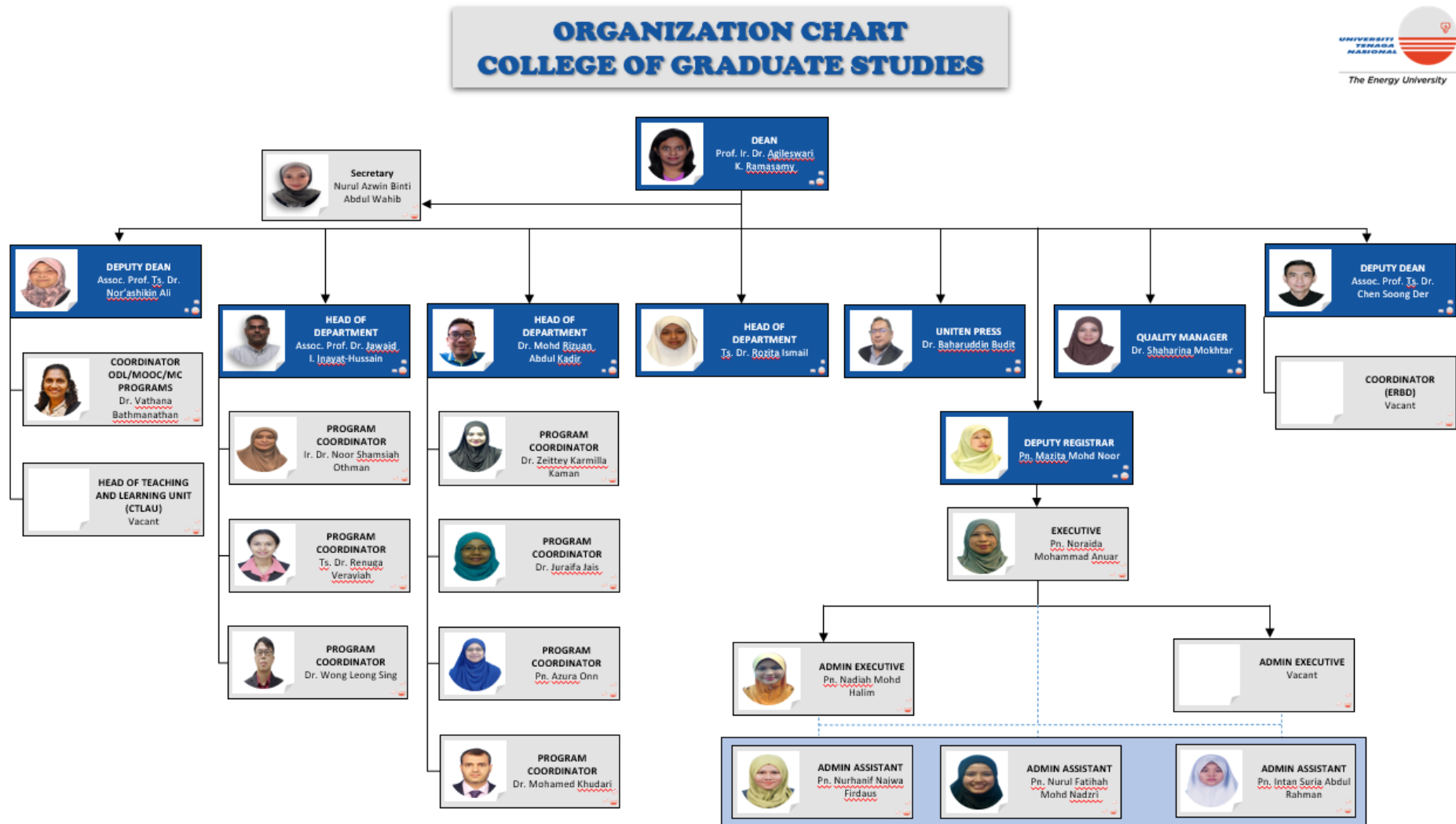
We strive to provide the highest standards of academic excellence in graduate studies through research innovation and industrial collaboration

Our People

NO.	DESIGNATION	NAME
1.	Dean	Prof. Ir. Dr. Agileswari A/P Ramasamy
2.	Deputy Dean (Academic, Quality & Student Affairs)	Assoc. Prof. Ts. Dr. Nor'ashikin Ali
3.	Deputy Dean (External Relations & Business Development)	Assoc. Prof. Ts. Dr. Chen Soong Der
4.	Head of Department (Engineering & Interdisciplinary Programs) Program Coordinator - Master Mechanical Engineering	Assoc. Prof. Dr. Jawaid I. Inayat-Hussain
5.	Head of Department (Information Technology) Program Coordinator - PhD ICT - Master Information Technology - Master Software Engineering - Master Information Technology Structure (B)	Ts. Dr. Rozita Ismail
6.	Head of Department (Business & Management)	Dr. Mohd Rizuan Abdul Kadir
7.	Program Coordinator - PhD Engineering - Master Electrical Engineering (A)	Ir. Dr. Noor Shamsiah Othman
8.	Programme Coordinator - PhD Industrial Science - Master Industrial Science - Master Civil Engineering - Master of Structural Engineering	Dr. Wong Leong Sing
9.	Programme Coordinator - Master of Electrical Engineering (B) - Master of Communications Engineering (C) System	Dr. Renuga Verayiah
10.	Programme Coordinator - Master Energy Management	Dr. Zeitney Karmilla Kaman
11.	Programme Coordinator - PhD Business Management	Dr. Mohammad Khudari
12.	Programme Coordinator - Master of Business Administration	Dr. Juraifa Jais
13.	Programme Coordinator - Master of Engineering Management	Puan Azura Onn
14.	Quality Manager	Dr. Shaharina Mokhtar
15.	Senior Lecturer	Dr. Baharuddin Budit

16. Senior Lecturer	Dr. Vathana Bathmanathan
17. Deputy Registrar	Puan Mazita Mohd Noor
18. Executive (Viva voce)	Puan Noraida Mohammad Anuar
19. Admin Executive	Puan Nadiyah Mohd Halim
20. Admin Assistant	Pn. Nurhanif Najwa Firdaus
21. Admin Assistant	Pn. Nurul Fatimah Mohd Nadzri
22. Admin Assistant	Pn. Intan Suria Abdul Rahman

ORGANISATIONAL STRUCTURE COLLEGE OF GRADUATE STUDIES



DEPARTMENT OF ENGINEERING & INTERDISCIPLINARY PROGRAMS

The Department of Engineering & Interdisciplinary Programs at the College of Graduate Studies offers opportunities for postgraduate studies in Civil Engineering, Electrical, Electronics & Communications Engineering and Mechanical Engineering disciplines. The postgraduate programs available at this department are listed below, and these programs have been accredited by the Malaysian Qualifications Agency (MQA).

Doctor of Philosophy (Engineering) – Full Research (Structure A).
 Master of Civil Engineering – Full Research (Structure A).
 Master of Electrical Engineering – Full Research (Structure A).
 Master of Mechanical Engineering – Full Research (Structure A).
 Master of Electrical Engineering – Mixed-Mode (Structure B).
 Master of Structural Engineering – Coursework (Structure C).

These programs are supported by the faculty members of the College of Engineering, which also provide the required research and computational facilities. Drawing upon the diverse interest and experience of the faculty members, these programs are designed to enhance the knowledge and skills of engineers and scientists who will lead the way to technological improvements that will benefit the society at large. We hope you will find your postgraduate studies rewarding, and we wish you all the success in your professional and personal life.

Programme Synopses

Doctor of Philosophy (Engineering) (Structure A)

Doctor of Philosophy (Engineering) is a full research program where candidates are given unique opportunity to follow their interest in a specialized area of research (including major research areas of electrical, electronics, mechanical and civil engineering) for 3-7 years and make an important academic contribution to the knowledge of chosen research area. Prospective candidates are future researchers/ academicians in universities and/or research institutions, R&D Engineers, Engineering Specialists and Technopreneurs.

Duration

Duration for the Doctor of Philosophy (Engineering) programme is 3 years to 7 years for full-time and 4 years to 7 years for part-time.

Master of Civil Engineering (Structure A)

Master of Civil Engineering (Structure A) is a full research program where candidates are given unique opportunity to follow their interest in a specialized area of research of Civil Engineering for 2-4 years and make an important academic contribution to the knowledge of chosen research area. Prospective candidates are future researchers/ academicians in universities and/or research institutions, R&D Engineers, Engineering Specialists and Technopreneurs.

Duration

Duration for the Master of Civil Engineering programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Electrical Engineering (Structure A)

Master of Electrical Engineering (Structure A) is a full research program where candidates are given unique opportunity to follow their interest in a specialized area of research of Electrical/Electronic Engineering for 2-4 years (depending on the study mode either fulltime or part-time) and make an important academic contribution to the knowledge of chosen research area. Prospective candidates are future researchers/ academicians in universities and/or research institutions, R&D Engineers, Engineering Specialists and Technopreneurs.

Duration

Duration for the Master of Electrical Engineering programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Mechanical Engineering (Structure A)

Master of Mechanical Engineering (Structure A) is a full research program where the candidates are given a unique opportunity to pursue their interest in a specialized area of research in the Mechanical Engineering discipline for 2-4 years, and where the candidates can make an important academic contribution to the knowledge of the chosen research area. Prospective candidates are future researchers/ academicians in universities and/ or research institutions, R&D Engineers, Engineering Specialists and Technopreneurs..

Duration

Duration for the Master of Mechanical Engineering programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Electrical Engineering (Structure B)

Master of Electrical Engineering (Structure B) is a half research program where candidates are given unique opportunity to follow their interest in a specialized area of research of Electrical Engineering for / Communication Systems 1 – 2 years and make an important academic contribution to the knowledge of chosen research area. This research will be accomplished in the form of Dissertation which contributes to 20 credit hours.

Apart from that the student will be attending 7 post graduate classes in which 3 courses are core courses and 4 are electives courses amounting to 21 credit hours where the students will be learning advanced technical courses in the field of electrical power and communications systems.

Duration

Duration for the Master of Electrical Engineering programme is 1 year to 3 years for full-time and 2 years to 4 years for part-time.

Master of Structural Engineering (Structure C)

Master of Structural Engineering (Structure C) is a quarter research program of which candidates are given unique opportunity to follow their interest in a specialized area of research in Structural Engineering for 2 semesters worth 10 credit hours. Apart from that, the students will be attending 10 post graduate classes which comprise of 7 core courses and 3 elective courses with a total 30 credit hours whereby the students will be learning advanced technical courses in the field of structural engineering.

Duration

Duration for the Master of Structural Engineering programme is 1 year to 3 years for full-time and 2 years to 4 years for part-time.

Programme Structures

Table 1: Master of Electrical Engineering

Year	Semester	Code	Courses	Credit Hours	
1	Semester I	UNIM513	Core I: Research Methodology	3	
		MATM533	Core II: Advanced Engineering Mathematics	3	
		EEEM513	Core III: Engineering Diagnostics Tools	3	
		***	Elective I	3	
			Total Credit Hours	12	
	Semester II	***	Elective II	3	
		***	Elective III	3	
		***	Elective IV	3	
			Total Credit Hours	9	
2	Semester III	EPRM520	Core IV: Research Project- Dissertation	20	
			Total Credit Hours	20	
	Semester IV	EPRM520	Core IV: Research Project- Dissertation		
		Total Credit Hours	0		
	Elective I, II, III and IV (Choose the Electives I, II, III and IV based on the listed subjects for Communication Systems Engineering or Electrical Power Engineering)	CSEM513	Optical Fiber Communication	3	
		CSEM583	Laser Technology and Applications	3	
		EECM513	Introduction to Advanced Communication Systems	3	
		EECM523	Adv. Applied Telecommunication Systems	3	
		EECM533	Local Area Network Design & Analysis	3	
		EECM543	Cellular & PCS Radio Systems	3	
		EECM553	Antennas Technology for Wireless Communications	3	
		ESEM503	Advanced Digital Signal Processing	3	
		ESEM513	Computer Controlled Systems	3	
		EEPM513	Power Systems Steady State Analysis	3	
		EEPM523	Power Systems Dynamics	3	
		EEPM533	High Voltage DC Transmission System	3	
		EEPM543	High Voltage Engineering	3	
		EEPM553	Power Systems Operation & Planning	3	
		EEPM563	Power Systems Protection	3	
		EEPM573	Alternative Energy Sources For Electricity Generation	3	
			Total	41	

Table 2: Master of Structural Engineering (Structure C)

Year	Semester	Code	Courses	Credit Hours	
1	Semester I	UNIM513	Research Methodology	3	
		CESM543	Advanced Reinforced Concrete Design	3	
		CESM623	Construction Materials, Assessment & Rehabilitation	3	
		CESM613	Structural Dynamics & Stability	3	
			Total Credit Hours	12	
	Semester II				
		CESM523	Construction Management	3	
		CESM513	Advanced Structural Analysis & Finite Element Method	3	
		CESM563	Design of Tall Buildings	3	
		***	Elective I	3	
		CERP610	Project	10	
	Total Credit Hours	22			
2	Semester III	***	Elective II	3	
		***	Elective III	3	
		CERP610	Project		
			Total Credit Hours	6	
***	Elective I, II & III to be chosen from the list of the 5 subjects	CEGM563	Hydraulic, Offshore & Energy Structures	3	
		CESM593	Advanced Concreate Technology	3	
		CEGM553	Advanced Foundation Engineering	3	
		CESM573	Advanced Steel Design	3	
		CESM583	Fire Safety Engineering Design of Structures	3	
			Total	40	

DEPARTMENT OF BUSINESS AND MANAGEMENT

At the Department of Business Management, our goal has always been to provide a high-quality education that enables students to reach their full potential in the workplace. The programme was designed to generate graduates who are skilled problem solvers in business and management, as well as professionals with strong ethical beliefs.

Our academics lead students in an active learning environment to boost their learning experience. They come from a variety of backgrounds and are actively involved in research and consulting. The business courses place a strong focus on developing soft skills such as critical thinking, problem-solving, communication, and teamwork.

Programme Synopses

Doctor of Philosophy in Business Management (Structure A)

Doctor of Philosophy programme in Business Management gives the opportunities to the candidates to do scientific research and strengthening their academic portfolios and careers. Experts and high rank academicians from various fields in Business, Finance, Economics and Accounting are available to guide the PhD candidates towards research excellence.

Duration

Duration for the Doctor of Philosophy in Business Management programme is 3 years to 7 years.

Master of Science in Management (Structure A)

MSc in Management programs provide training and experience in management research in order to familiarize the candidates with the methods, ideal and objectives of independent investigation. Candidates will be engaged in a significant research investigation of a specific inquiry resulting in the production of thesis.

Duration

Duration for the Master of Science in Management programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Science in Accounting (Structure A)

MSc in Accounting is a programme designed for professional and academics seeking career advancement in accounting, finance, and other business-related areas. The programme comprises taught courses and a thesis. Students are required to produce an accounting related thesis that demonstrates students understanding on the theoretical foundations, ethical judgments, and critical and strategic thinking ability of emerging accounting issues.

Duration

Duration for the Master of Science in Accounting programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Science in Finance (Structure A)

MSc in Finance programme is particularly relevant for those interested in pursuing a career in investment banking, financial research and financial trading. The programme is specifically designed for those who are interested to become researchers, academics and consultants in a variety of business and management disciplines. In exceptional circumstances graduates from other disciplines can be considered.

Duration

Duration for the Master of Science in Finance programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Business Administration (Structure C)

This MBA programme is poised to nurture students with the art and science of managing people and ideas and help the students to build confidence in strategically moving their organization to a higher level. The curriculum is designed to fulfill the current and immediate future needs of professional who wish to achieve more in their business endeavors. Among the value-added features of this programme are **industrial speakers, a business simulation game, Harvard case study, project focusing on leadership, blended learning, and industry collaborations.**

Duration

MBA offers two types of study durations. There are 1 year programme structure and 2 year programme structure for full-time students. The duration for part-time students will be 3 years to 4 years.

Master of Engineering Management (Structure C)

A Master's in Engineering Management (MEM) is a specialized degree that blends the technical depth of engineering with the broad principles of business management. This program is specifically designed for engineers who aspire to hold leadership roles or start their own ventures in technology-related businesses. MEM programme includes a final project or thesis which allows students to apply their knowledge to real-world problems or conduct research on a relevant topic.

Duration

MEM offers two types of study durations. There are 1 year programme and 2 year programme for full-time students. The duration for part-time students will be 3 years to 4 years.

Master of Energy Management (Structure C)

Master of Energy Management is a program designed to nurture students to appreciate the energy business environment together with the fundamental economic and technological concept in energy industries, participants will gain the ability to develop and implement strategies to address major issues in energy industries including energy applications, regulations and policies, besides strengthening their ability to live and work in energy environment and immediate futures needs of professional who wish to achieve business and technological fundamentals and practical understanding of energy management.

Duration

Duration for the Master of Energy Management programme is 1 year to 3 years for full-time and 2 years to 4 years for part-time.

Programme Structures

Table 3: Master of Business Administration (1 year programme structure)

Semester	Code	Courses	Credit Hours
Semester I (Sem 1 23/24)	MBAM613	Organisational Analysis and Behaviour	3
	MBEM613	Contemporary Issues in Managerial Economics	3
	MFAM613	Accounting and Finance for Business Decision	3
	MBIM613	Managing Information Systems	3
	MBRM613	Business Research Method	3
		Total Credit Hours	15
Semester II (Sem 2 23/24)	MBAM643	Strategic Management for Future Leaders	3
	MBAM623	Human Capital Management	3
	MBKM613	Marketing Management: The Digital Era	3
	MBAM633	Operations Management in Competitive Age	3
	MBRM623	Business Project 1	3
		Total Credit Hours	15
Semester III (Spe Sem 23/24)	MBRM624	Business Project 2	4
	MBIM623	Business Analytics	3
	***	Elective	3
		Total Credit Hours	10

Master of Business Administration (2 years programme structure)

Semester	Code	Courses	Credit Hours
Semester I (Sem 1 23/24)	MBAM613	Organisational Analysis and Behaviour	3
	MFAM613	Accounting and Finance for Business Decision	3
	MBRM613	Business Research Method	3
		Total Credit Hours	9
Semester II (2 23/24)	MBAM623	Human Capital Management	3
	MBAM633	Operations Management in Competitive Age	3
	MBRM623	Business Project 1	3
		Total Credit Hours	9
Semester III (1 24/25)	MBEM612	Contemporary Issues in Managerial Economics	3
	MBIM613	Managing Information Systems	3
	MBRM624	Business Project 2	4
	MBIM623	Business Analytics	3
		Total Credit Hours	13
Semester IV (2 24/25)	MBAM643	Strategic Management for Future Leaders	3
	MBKM613	Marketing Management: The Digital Era	3
	***	Elective	3
		Total Credit Hours	9

Table 4: Master of Engineering Management (1 year programme structure)

Semester	Code	Courses	Credit Hours
Semester I (Sem 1 23/24)	MBEM613	Contemporary Issues in Managerial Economics	3
	MFAM613	Accounting and Finance for Business Decision	3
	MBIM613	Managing Information Systems	3
	MERM613	Engineering Research Methods	3
	MEPM613	Project Management	3
		Total Credit Hours	15
Semester II (Sem 2 23/24)	MBAM643	Strategic Management for Future Leaders	3
	MBAM623	Human Capital Management	3
	MBKM613	Marketing Management: The Digital Era	3
	MBAM633	Operations Management in Competitive Age	3
	MERM623	Engineering Project 1	3
		Total Credit Hours	15
Semester III (Spe Sem 23/24)	MERM624	Engineering Project 2	4
	MEPM633	Energy Project and Risk Assessment	3
	***	Elective	3
		Total Credit Hours	10

Master of Engineering Management (2 years programme structure)

Semester	Code	Courses	Credit Hours
Semester I (Sem 1 23/24)	MBIM611	Managing Information Systems	3
	MFAM613	Accounting and Finance for Business Decision	3
	MERM613	Engineering Research Methods	3
		Total Credit Hours	9
Semester II (2 23/24)	MBAM623	Human Capital Management	3
	MBAM633	Operations Management in Competitive Age	3
	MERM623	Engineering Project 1	3
		Total Credit Hours	9
Semester III (1 24/25)	MBEM612	Contemporary Issues in Managerial Economics	3
	MEPM613	Project Management	3
	MERM624	Engineering Project 2	4
	MEPM633	Energy Project and Risk Assessment	3
		Total Credit Hours	13
Semester IV (2 24/25)	MBAM643	Strategic Management for Future Leaders	3
	MBKM613	Marketing Management: The Digital Era	3
	***	Elective	3
		Total Credit Hours	9

Table 5: Master of Energy Management

Year	Semester	Code	Courses	Pre-Requisite	Credit Hours
1	Semester I	EMCM 613	Energy Economics	None	3
		EMSM 613	Energy Management Application	None	3
		EMCM 623	Energy Informatics	None	3
		EMCM 633	Energy Research Method	None	3
			Total Credit Hours		12
	Semester II	EMSM 623	Energy Sustainability	None	3
		EMSM 633	Energy Supply Chain Management	None	3
		EMSM 641	Seminar on Current Issues in Energy Industries	None	1
		EMCM 643	Accounting and Valuation for Energy	None	3
		EMSM 643	Energy Efficiency & Risk Management	None	3
			Total Credit Hours		13
2	Semester III	EMCM 653	Energy Regulations and Corporate Social Responsibility	None	3
		EMPM606	Energy Management Research Project	None	6
	<u>Elective (Choose 2 course only; 3 credit hour each)</u>				6
	Semester IV	EMEM 613	Energy Marketing & Sustainable consumption	None	
		EMEM 623	Energy and Resources Management	None	
		EMEM 633	Environmental Impact Assessment	None	
		EMEM 643	Renewable Energy Technologies	None	
		EMEM 653	Energy Project Management	None	
			Total Credit Hours		15
			Total		40

DEPARTMENT OF INFORMATION TECHNOLOGY

Computing and IT is one of the fastest-growing industries in the world today, and it is also one among the most diverse fields, with the likelihood of finding work in a whole host of different industries, from game design and development to social media, government, and business. Software, technology, data, and computer networks are also present in most aspects of everyday life. A postgraduate degree in Computing and IT can offer you the chance to be creative, broaden your horizons, and create a skill set that is uniquely yours. The modern world is technology-based, and the demand for qualified professionals who know how to interpret, create, and manage these systems is constantly increasing.

This postgraduate program in Computing and IT will equip students with a broad range of skills that will enable them to flourish in a number of IT positions. The curriculum is developed to address current industry needs and is targeted at building academic knowledge and practical skills in IT fields, drawing on best practises from Malaysia and overseas. If you want to work in senior IT positions in Academia, Data and Cloud Computing, Cybersecurity, Data Communications and Networking, Knowledge Management, Human-Computer Interaction and Visualization, Software Engineering, Systems or in many other fields, you should absolutely consider our postgraduate program to vastly improve your opportunities within those fields.

The College of Graduate Studies has developed Computing and IT program to earn a Ph.D. in ICT, as well as a Master of Information Technology (By Research), Master of Information Technology (By Coursework & Research), and Master of Software Engineering program. Our Programmes are accredited by Malaysian Qualification Agency (MQA).

Program Offered:

Program name	Duration	Key Research Areas
Phd in ICT	3 to 7 years	<ul style="list-style-type: none"> • Information Systems • Artificial Intelligence • Machine Learning • Human-Computer Interaction and Visualization • Knowledge Management • Cybersecurity • Data Communications and Networking • IT Governance • Advanced Project Management • Interactive Systems Design • Data Modeling • Software models • Software Quality
Master in Information Technology (By Research)	2 years – 3 years (Full time) 3 years – 4 years (Part time)	
Master of Information Technology (By Coursework & Research)	1 years – 3 years (Full time) 2 years – 4 years (Part time)	
Master of Software Engineering.	2 years – 3 years (Full time) 2 years – 4 years (Part time)	

Programme Synopses

Doctor of Philosophy in Information & Communication Technology (Structure A)

The Doctor of Philosophy (PhD) in Information & Communication Technology (ICT) program is aimed at providing PhD Degree holders with the ability to develop a new/novel knowledge, and expand existing knowledge and application of computing solutions in the organization, society, and worldwide. It exposes the practitioners/researchers to advanced study and training in research, culminating in the submission of a thesis. This program intends to develop research capability, creativity, and ability to collate the results of the research work and to present them in a clear manner, as well as demonstrating knowledge of the literature of the subject.

Duration

Duration for the Doctor of Philosophy in Information & Communication Technology programme is 3 years to 7 years.

Master in Information Technology (Structure A)

The MIT (Master in Information Technology) program aims at providing Master's Degree holders with advanced knowledge and skills in dealing with an organization's computing requirements and needs. This program intends to cater for both Computer Science and Information Technology graduates.

Duration

Duration for the Master in Information Technology programme is 2 years to 3 years for full-time and 3 years to 4 years for part-time.

Master of Information Technology (Structure B)

The MIT (Master of Information Technology) program aims at providing Master's Degree holders with advanced knowledge and skills in dealing with an organization's computing requirements and needs. This program intends to cater for both Computer Science and Information Technology graduates.

Duration

Duration for the Master of Information Technology programme is 1.5 years to 3 years for full-time and 2.5 years to 4 years for part-time.

Programme Structures

Table 6: Master of Information Technology

Year	Semester	Subject Code	Courses	Credit Hours
1	Semester I	MITM773	MIS & Competitive Intelligence	3
		MITM743	Advanced Project Management	3
		UNIM 523	Research Methodology in IT	3
			Total Credit Hours	9
	Semester II	MITM723	Data Analytics	3
		MITM663	Computer Security	3
		MITM753	Advanced Computer Network	3
		MPRM 519	Research Project	19
			Total Credit Hours	28
	Semester III (Special Semester)	MITM633	Interactive Systems Design	3
		MPRM 519	Research Project - cont	
			Total Credit Hours	3
			Total	40



Table 7: Academic Calendar Year 2023/2024 for Undergraduate & Postgraduate (Structure B & C) *

Semester	Date		Duration
<u>Semester 1</u>			
Classes	9-Oct-23	- 24-Nov-23	7 weeks
Convocation	25-Nov-23	- 26-Nov-23	2 days
Break (no classes)	27-Nov-23	- 3-Dec-23	1 week
Classes	4-Dec-23	- 19-Jan-24	7 weeks
Final Examination	22-Jan-24	- 14-Feb-24	3 weeks
Break between semester	15-Feb-24	- 25-Feb-24	2 weeks
<u>Semester 2</u>			
Classes	26-Feb-24	- 5-Apr-24	6 weeks
Break (no classes)	8-Apr-24	- 14-Apr-24	1 week
Classes	15-Apr-24	- 7-Jun-24	8 weeks
Final Examination	10-Jun-24	- 3-Jul-24	3 weeks
Break between semester	4-Jul-24	- 14-Jul-24	2 weeks
<u>Special Semester</u>			
Classes	15-Jul-24	- 30-Aug-24	7 weeks
Final Examination	2-Sep-24	- 24-Sep-24	3 weeks
Break between semester	25-Sep-24	- 6-Oct-24	2 weeks

Notes: (*) All dates are subject to change



Table 8: Academic Calendar Year 2023/2024 for Postgraduate (Structure A) *

Semester	Dates	Duration
<u>Semester 1</u>		
• Semester Re-registration	4 September 2023 - 15 September 2023	2 weeks
• Semester Duration	9 October 2023 – 19 January 2024	15 weeks
• Progress report submission	22 January 2024 – 14 February 2024	3 weeks
<u>Semester 2</u>		
• Semester Re-registration	19 February 2024 – 26 February 2024	2 weeks
• Semester Duration	26 February 2024 – 30 August 2024	27 weeks
• Progress report submission	2 September 2024 – 24 September 2023	3 weeks

Note: *All dates are subject to change

Assessment for Structure A Programme

- A candidate will be given one of the following two grades at all times:
S – Satisfactory
U – Unsatisfactory
- The following reasons will be given a grade U
 - A candidate fails the proposal defense
 - A candidate who fails to achieve a satisfactory evaluation for his/ her progress report due to the followings:
 - A candidate has not been in regular contact with supervisor
 - A candidate fails to meet the agreed targets set with the supervisory committee
- A candidate given a grade U for the proposal defense and failed to obtain a grade S after two additional attempts will be terminated from the programme.
- A candidate given a grade U for two consecutive semesters for the progress report will be terminated from the programme.

Assessment for Structures B & C Programmes

- All taught courses are evaluated via the following assessment components, with the percentage contribution being fixed based on each programme or course:
 - Coursework
 - Examination
- The Coursework component for courses is given continuously throughout the semester via:
 - Tests, assignments, mini projects, term papers, case studies, presentations, etc.
 - Usually not more than 70% is allocated for such continuous assessment.
- Dissertations and projects may be graded via the followingsub-components:
 - Proposals, interim reports, oral presentation etc; and/or
 - Viva-voce*.
- UNITEN adopts the CGPA (Cumulative Grade Point Average) System for assessment. Assessment for all taught courses are graded according to the scheme presented in Table 9.

Table 9: Assessment based on CGPA

Grade	Grade Point	Marks Range	Description
A+	4.00	90 – 100	Distinction
A	4.00	80 – 89.99	Distinction
A-	3.67	75 – 79.99	Very Good
B+	3.33	70 – 74.99	Good
B	3.00	65 – 69.99	Pass
B-	2.67	60 – 64.99	Marginal Pass
C+	2.33	55 – 59.99	Marginal Pass
C	2.00	50 – 54.99	Marginal Pass
C-	1.67	45 – 49.99	Fail
D+	1.33	43 – 44.99	Fail
D	1.00	40 – 42.99	Fail
E	0.00	Below 40	Fail

- The CGPA for a student at any particular time is calculated as follows:

$$\frac{\sum_i [\text{Grade Point}_i \times \text{Credit}_i]}{\sum_i \text{Credit}_i}$$

where *Grade Point_i* refers to the grade point obtained for a registered and examined *course_i*, and *Credit_i* refers to the credit hours for *course_i*, with *i* ranging from 1 to N = total number of courses taken so far; and \sum_i refers to the sum from 1 to N.

Academic Status

The academic status for Structure A programme candidate is presented in Table 10:

Table 10: Academic Status Structure A Programme

Grade	Academic Status
S (Satisfactory)	<i>Good Standing</i>
U (Unsatisfactory) for the first semester	<i>Probation</i>
U (Unsatisfactory) for 2 consecutive semesters	<i>Terminated</i>

The academic status for Structures B and C programme candidate is presented in Table 11:

Table 11: Academic Status Structure B and C Programme

CGPA	Academic Status
3.00 and Above	<i>Good Standing</i>
Below 3.00	<i>Probation</i>
Below 2.33 in any semester or Below 3.00 for 2 consecutive semesters	<i>Terminated</i>

Course Status

On the whole and at any given time, all courses registered (including for projects/ dissertations) are given a status according to the scheme presented in Table 12:

Table 12: Course Status

Course Status	Description
LU (Pass)	Fulfilled all the requirements for a registered course.
GA (Failed)	Have not fulfilled all the course requirements successfully.
BS (Incomplete)	Incomplete assessment and requires candidate to re-sit the examination or to complete the course. If no other grade is given until the end of the following semester the status automatically changes to GA (Failed).
PK (Credit transfer)	Credit transfer course.
TD (Withdrawn)	Withdrawn <u>within the stipulated period</u> . No grade point given nor included in the calculation for the CGPA. The course is recorded in the transcript.

Examination Results

- The final grade for a course is released to the student after Senate's endorsement.
- An appeal can be made by a student to review the grade obtained in an examination for taught courses and project. This can be done by filling up the remarking form.
- Candidates are required to fill up the remarking form with a remarking fee within two weeks of the release of the results.

GRADUATION

General Requirements for Conferment of Degree

- The Senate shall award the degree upon the recommendation of the Dean of COGS once all requirements for conferment of degree as stated below have been met:
 - i. All the requirements under Post-Examination/ Pre-Graduation have been met.
 - ii. Has completed the minimum period of study and not exceeded the maximum period allowed, as well as satisfied all academic residential requirements.
- Apart from the academic requirements, all the following administrative requirements also need to be fulfilled:
 - i. Is currently registered (not withdrawn, defaulted, deferred or terminated).
 - ii. Has made full settlement of fees and is free of any financial commitments and debts to the University.
 - iii. Is free from any disciplinary action or any other pending disciplinary action.

Requirement for Structure A Programme

A candidate is deemed academically eligible to be conferred the degree if all the following are fulfilled:

- i. Attended and passed Research Methodology course.
- ii. Passed proposal defense.
- iii. Publication requirements are presented in Table 13.

Table 13: Requirement for Structure A Programme

Program	* Requirements
PhD (Registered before 10 October 2015)	Published two (2) papers in journals, OR one (1) paper in journal plus one (1) paper in SCOPUS indexed conference.
PhD (Registered on 10 October 2015 and after)	Published two (2) papers in SCOPUS / ISI indexed journal.
PhD (Registered on 22 August 2022 and after)	Published two (2) journal papers indexed in Web of Science for science programmes (Engineering & Information and Communication Technology programmes) or Web of Science / SCOPUS for social science programmes (Business Management programme).
Master (Registered before 21 August 2022)	Published one (1) paper in journal OR one (1) paper in SCOPUS indexed conference.
Master (Registered on 22 August 2022 or after)	Published one (1) journal paper indexed in Web of Science for science programmes (Engineering & Information Technology programmes) or Web of Science / SCOPUS for social science programmes (Accounting, Finance & Management programmes).

* Candidates should provide proof that publications have been uploaded to UNITEN Publication System

- The content of papers must be related to the research topic of the candidate.
- The candidate must be the 1st or 2nd author of the papers. In the case the candidate is the 2nd author, the 1st author must be one of the supervisors. Name of the main supervisor must be included in the list of authors.
- The candidate has completed the minimum period of study and not exceeded the maximum period allowed, as well as satisfied all academic residential requirements.
- The candidate has passed *viva-voce*.

Requirement for Structure B Programme

A candidate is deemed academically eligible to be conferred the degree if all the following are fulfilled:

- i. Achieved a CGPA of not less than 3.00 calculated based on all courses taken throughout the duration of study.
- ii. Passed the necessary number of elective courses.
- iii. Passed *viva-voce*.
- iv. An academic paper is ready (in any format) during submission of thesis for examination. It can be submitted to conference/journal for review and possible publication before or after graduation.
- v. Has completed the minimum period of study and not exceeded the maximum period allowed, as well as satisfied all academic residential requirements.

Requirement for Structure C Programme

A candidate is deemed academically eligible to be conferred the degree if all the following are fulfilled:

- i. Achieved a CGPA of not less than 3.00 calculated based on all courses taken throughout the duration of study.
- ii. Passed the necessary number of elective courses.
- iii. Passed the project paper.
- iv. Has completed the minimum period of study and not exceeded the maximum period allowed, as well as satisfied all academic residential requirements.

Deferment

- A candidate who has been certified unfit by a medical officer to proceed with his studies can apply for a deferment of candidature up to a maximum of two (2) semesters only. This deferment period will not be counted as part of the total period of study.
- A candidate may also apply for deferment of candidature based on reasons other than medical, for up to a maximum of two (2) semesters only. This application must be submitted and approved by COGS, and the deferment period will not be counted as part of the total period of study.
- Deferment of candidature may be granted at most twice only within a period of study. The two deferments must not be applied in consecutive semesters. All other situations will have to be taken on a case-by-case basis and subject to Senate approval.
- A deferred candidate covering a full semester will be exempted from fees for that semester if the deferment is approved within the add and drop period for the semester. No refund will be made for approved deferment after the add and drop period.

Examination Results

- The final grade for a course is released to the student after Senate's endorsement.
- An appeal can be made by a student to review the grade obtained in an examination for taught courses and project. This can be done by filling up the remarking form.
- Candidates are required to fill up the remarking form with a remarking fee within two weeks of the release of the results.

GRADUATE ACTIVITY CLUB UNITEN