



**UNIVERSITI
MALAYA**

**UNIVERSITY OF MALAYA
GRADUATE SCHOOL OF BUSINESS (UMGSB)
POSTGRADUATE HANDBOOK**

GRADUATE
SCHOOL OF

**MALAYA
BUSINESS**

BARISAN

**AZMAN
HASHIM**

**The 1st
4 PALMES**

UMGSB is the only local university in Malaysia to receive a 4 PALMES award by EDUNIVERSAL, which is recognised as Top Business School.

**TOP 100
RANKING**

UM is ranked 87th in the QS World University Rankings 2018.

EXPERTISE

UMGSB programmes source industrial experts to share their experience and knowledge with the students. UMGSB has an international faculty with academics trained from top universities around the world.

ACCREDITATION

UMGSB is fully accredited by the Association of MBAs (AMBA) and the Association to Advance Collegiate Schools of Business (AACSB) International. These accreditations represent the highest standard of achievement in postgraduate business education in terms of curriculum, teaching, research and facilities. The accreditations bestow our programmes the international credibility and status.

**Master of Accounting
(Reporting and Management Accountability)**

2019/2020

ACADEMIC CALENDAR 2019/2020

SEMESTER 1				
Introduction Week	1 week	01.09.2019	-	06.09.2019
Lectures	8 weeks*	09.09.2019	-	03.11.2019
Mid-Semester I Break	1 week*	04.11.2019	-	10.11.2019
Lectures	6 weeks	11.11.2019	-	22.12.2019
Revision Week	1 week*	23.12.2019	-	29.12.2019
Examinations Semester I	3 weeks	30.12.2019	-	19.01.2020
Semester I Break	4 weeks*	20.01.2020	-	16.02.2020
	24 weeks			

SEMESTER 2				
Lectures	9 weeks	17.02.2020	-	19.04.2020
Mid-Semester II Break	1 week	20.04.2020	-	26.04.2020
Lectures	5 weeks*	27.04.2020	-	31.05.2020
Revision Week	1 week*	01.06.2020	-	07.06.2020
Examinations Semester II	3 weeks	08.06.2020	-	28.06.2020
	19 weeks			

SESSION BREAK				
Semester Break	11 weeks	29.06.2020	-	13.09.2020

SEMESTER 3				
Lectures	7 weeks*	29.06.2020	-	16.08.2020
Examinations	1 week	17.08.2020	-	23.08.2020
Semester Break	2 weeks*	24.08.2020		13.09.2020
	10 weeks			

Note *

Public Holidays	Dates
Awal Muharam	01.09.2019
Replacement Holiday	02.09.2019
SPB Yang Di-Pertuan Agong's Birthday	09.09.2019
Malaysia Day	16.09.2019
Deepavali	27.10.2019
Prophet Muhammad's Birthday	09.11.2019
Christmas Day	25.12.2019
New Year	01.01.2020
Chinese New Year	25&26.01.2020
Region Day	01.02.2020
Thaipusam Day	08.02.2020
Labour Day	01.05.2020
Wesak Day	07.05.2020
Nuzul Quran	10.05.2020
Hari Raya Aidilfitri	24&25.05.2020
Awal Muharam	31.07.2020
National Day	20.08.2020

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DEAN'S WELCOME

A very warm welcome to all new students to the Faculty of Business and Accountancy (FBA). Congratulations for choosing FBA to further your postgraduate studies. You are among the privileged few to be accepted at one of the most prestigious and competitive business schools in the region. I can assure that you have made the right choice to join the FBA family. It is my pleasure and honour to share a few words with you about our faculty and what we aim to be.

Our mission is to provide quality education and training to ensure that our students are equipped with appropriate skills, aptitudes and characteristics that will prepare them to be successful professionals in the future and assume leading roles in the government, business and community. We emphasise on excellent teaching, innovative research and quality publication besides industry collaboration. We are ranked amongst the top business schools in Asia and proud to be in the leading position in Malaysia. FBA is the first public business school in the country to receive an international accreditation from the Association of MBAs (AMBA), UK — an accreditation that we have maintained since 2007. In February 2016, we achieved yet another very important milestone by receiving full accreditation for 5 years from the very prestigious accreditation body for business schools, the Association to Advance Collegiate Schools of Business (AACSB). We are also awarded 4 PALMES 'Top Business School' by EDUNIVERSAL ranking of the World Business Schools in recognition of our strong international influence. Furthermore, we are now working towards the European Quality Improvement System (EQUIS) accreditation. These international accreditations and recognitions signify that our programmes are of top quality and are recognised internationally. We are building on these hallmarks of excellence by working towards our aim to be among the leading business schools in the world. Another remarkable milestone achieved in 2016 is the completion of our new home, the Azman Hashim Building. This brand new iconic and state-of-the-art building is fully equipped with modern facilities to provide a very conducive and comfortable learning environment to the students.

We are extremely proud of our highly qualified lecturers who are committed to provide the best in their teaching and are at the same time actively engaged in pursuing scholarly research in a myriad of areas encompassing accounting, finance, marketing strategies, organisational behaviour, management information systems, and operations management. We are confident that you would benefit from our global setting as our classes comprise of students from various profiles, professional backgrounds and nationalities. This diverse environment will certainly enhance the exchange of ideas and expose you to an array of perspectives. Please explore our handbook and website to know more about FBA and how to get the most out of your education with us. The handbook provides information on programme structure, study plan, synopsis of various courses offered, academic standards and facilities available at the faculty as along with the information on all our academic staff. I wish you all the best in your studies and I hope that you will have a wonderful and memorable time at FBA.

Professor Dr. Che Ruhana Isa
Dean

DIRECTOR'S WELCOME

Welcome to University of Malaya Graduate School of Business (UMGSB)! You are joining a vibrant and enthusiastic community of individuals who are committed to education, career progression and lifelong learning. I hope that you will very soon feel part of this community and explore the opportunities for networking, self-development and other extra-curricular activities that are on offer. During your stay here, you will make new and lasting friendships. The facilities provided in UMGSB are excellent, and I hope that you will enjoy sharing these facilities with your colleagues.

The purpose of this Handbook is to provide you a guide to the **Master of Accounting (Reporting and Management Accountability, MAcc) programme** so that your journey will be a smooth-sailing one from here on. We are the No. 1 University in Malaysia and Top 100 in the world; UMGSB is one of that Asia's most prestigious and competitive business schools, which runs exchange programmes with numerous universities across the world. So, I urge you to make the most of the opportunities we offer. You are now entering into a time in your life when fresh opportunities will open up to you, both in your chosen field of study and elsewhere. Studying for a postgraduate degree at UM is demanding, but all of you have shown the talent and desire to meet this challenge. I hope that you will work hard and at the same time enjoy while you are with us.

Associate Professor Dr. Yusniza Kamarulzaman
Deputy Dean (Higher Degree) / Director, UMGSB

UM VISION, MISSION AND CORE VALUES

Vision

To be an internationally renowned institution of higher learning in research, innovation, publication and teaching.

Mission

To advance knowledge and learning through quality research and education for the nation and humanity.

Core Values

Integrity, Respect, Academic Freedom, Open-mindedness, Accountability, Professionalism, Meritocracy, Teamwork, Creativity and Social Responsibility

FACULTY VISION, MISSION AND OBJECTIVES

Vision

To be an internationally renowned institution of higher learning in research, innovation, publication and teaching.

Mission

We aspire to be the leader and preferred institution in business and accounting education by:

- Providing graduates quality education and global perspective that meet the evolving needs of various stakeholders
- Contributing to the advancement of knowledge in the area of business and accounting through quality research and publication.

Objectives

- To produce graduates who are socially responsible, knowledgeable and highly skilled in business, management and accounting.
- To explore and expand the frontiers of knowledge through teaching, research and publication.
- To establish a closer relationship and improve cooperation with the private and public sectors as well as with other institutions of higher learning – local and international.

THE ESTABLISHMENT OF FACULTY OF BUSINESS AND ACCOUNTANCY

Business education in the University of Malaya dates back to 1966 when the Faculty of Economics and Administration first offered business and accounting courses. In line with the growing demand for accounting and business programmes, the Faculty of Business and Accountancy (FBA) was subsequently established on 1st February 1997 to focus on developing these programmes. FBA strives to meet the challenges of preparing the students to play a vital role in the industry and nation building. FBA seeks to remain at the forefront of business and accounting education and continues to enjoy the reputation of an excellent knowledge-based institution.

FBA is headed by a Dean and assisted by three (3) Deputy Deans and five (5) Heads of Departments. The five (5) departments are Business Policy and Strategy, Marketing, Finance and Banking, Accounting and Operations and Management Information Systems.

Currently, FBA offers nine (9) programmes. The six (6) programmes offered at postgraduate level include Master of Business Administration (MBA), Master of Management (MM), Master of Accounting (Reporting and Management Accountability, MAcc), Master of Marketing (MMkt), Doctor of Philosophy (PhD) and Doctor of Management (DMgt), while the three (3) undergraduate programmes include Bachelor of Business Administration (BBA), Bachelor of Accounting (BAcc) and Bachelor of Finance (BFin).

As part of our effort to strengthen our programmes, FBA has collaborated with various business communities and government agencies. In addition, there are several Faculty members who are affiliated with professional bodies such as the Malaysian Institute of Accountants (MIA), Malaysian Institute of Certified Public Accountants (MICPA), Association of Chartered Certified Accountants (ACCA), Malaysian Institute of Chartered Secretaries and Administrators (MAICSA) and Chartered Financial Analyst (CFA) and are advisors to several financial institutions such as the Bank Muamalat, Public Islamic Bank and AIA Public Takaful.

THE ESTABLISHMENT OF UNIVERSITY OF MALAYA GRADUATE SCHOOL OF BUSINESS

The University of Malaya Graduate School of Business (UMGSB) was established in May 2000. The main objective is to strengthen the management of postgraduate programmes in business and management of UM. UMGSB is located within the Faculty of Business & Accountancy (FBA) in the brand new state-of-the-art Bangunan Azman Hashim (Azman Hashim Building). Lectures are delivered in seminar rooms equipped with Internet connection, computer and audio-visual display with modern technology. UMGSB offers invaluable experiences through its rigorous, extensive and innovative programmes that meet an individual's personal and professional goals. Our MBA programme has been accredited by the Association of MBAs (AMBA). We

are also passionate about the contribution of our faculty members and postgraduate students to our business community and society.

FACILITIES AND RESOURCES

Students have access to the UM library which is regarded as the best in the country and one of the largest in the region. Students are provided with comprehensive study facilities and electronic access to a vast array of specialist research databases, online journals and many of the leading financial information services. However, as far as accommodation services are concerned, the Student Residential Colleges and the International House may only accommodate the students subject to availability.

AZMAN HASHIM BUILDING (AHB) FACILITIES

Ambank Group Chairman Tan Sri Azman Hashim personally funded the RM25mil building project through the Yayasan Azman Hashim charitable institution to University of Malaya (UM). The AHB was built in the car park opposite to the Faculty of Business and Accountancy for postgraduate students to continue their postgraduate studies. The construction of the building started in November 2013 and was completed in April 2016.

The design concept was inspired by the principles of Feng Shui philosophy which aims at establishing a link with the local traditions while projecting the future using the latest technologies. Feng Shui literally means "Wind and Water", in honour of the two elements that shape the Earth and determine the healthy characters of a place.

With a built-up area of approximately 79,501 sq ft, AHB can accommodate up to 850 postgraduate students and houses a theatre room and a banquet, seminar rooms, discussion rooms, a trading lab, a marketing lab, computer labs, a grab and go café, a 24-hour wi-fi service and 80 parking bays.

REASONS TO STUDY AT UMGSB

Accreditation

UMGSB is fully accredited by the Association of MBAs (AMBA) and the Association to Advance Collegiate Schools of Business (AACSB) International. These accreditations represent the highest standard of achievement in postgraduate business education in terms of curriculum, teaching, research and facilities. The accreditations bestow our programmes the international credibility and status.

First 4 Palmes In Malaysia

UMGSB is the only local university in Malaysia to receive a 4 PALMES award by EDUNIVERSAL, which is recognised as Top Business School.

Top 100 Ranking

UM is ranked 87th in the QS World University Rankings 2018.

Diversity

Students can learn from our diverse group of lecturers and visiting academics from all regions of the world. UMGSB has the highest composition of international students in the country from Germany, Denmark, Sweden, USA, Ecuador, Iraq, Iran, Palestine, Yemen, Saudi Arabia, Jordan, Turkey, Libya, South Africa, Korea, China, India, Pakistan, Bangladesh, Indonesia, Thailand, Myanmar and Vietnam.

High Profile

Networking with our high-profile group of students ranging from Senior Manager to C-Level.

Expertise

UMGSB programmes source industrial experts to share their experience and knowledge with the students. UMGSB has an international faculty with academics trained from top universities around the world.

FBA's MANAGEMENT TEAM



**PROFESSOR DR. CHE
RUHANA ISA**

Dean

DEPUTY DEANS



**ASSOCIATE PROFESSOR
DR. YUSNIZA
KAMARULZAMAN**

*Deputy Dean
(Postgraduate)*



**ASSOCIATE PROFESSOR
DR. MOHD ZULKHAIRI
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*Deputy Dean
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**ASSOCIATE PROFESSOR DR.
NOOR ISMAWATI JAAFAR**

*Deputy Dean
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HEADS



**DR. NORIZAH
MOHD
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*BUSINESS POLICY
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**ASSOCIATE
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MARKETING



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**NURHAZWANI ABDUL
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ASSISTANT BURSAR

PROGRAMME COORDINATORS AND HEADS OF UNITS

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DR. SURIA ZAINUDDIN

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DR. LEE SU TENG

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MASTER COORDINATORS



DR. TEY LIAN SENG

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COORDINATOR



**ASSOCIATE PROFESSOR. DR. NOOR
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MASTER OF ACCOUNTING (REPORTING AND MANAGEMENT ACCOUNTABILITY)

Introduction

The University of Malaya (UM), Master of Accounting programme (MAcc) is a rigorous programme that seeks to equip students with advanced knowledge and strong foundations on theoretical concepts including analytical tools of accounting and its related areas. The aim is to prepare the students for the challenges being faced by accounting and business as well as academic world where robust analysis in research and practice is crucial and critically important.

Courses are structured to provide a broad understanding of theories with related real issues pertinent in the broad field of accounting particularly pertaining to reporting and management accountability. Through a combination of lectures, case studies, written assignments, group project, presentations and class discussions, each student is equipped with the necessary knowledge and experience to understand, identify the issues and to formulate the necessary research strategy in order to address the issues.

The pedagogies are aimed at optimising the efficiency of the learning process. Each student is required to complete a minimum of 46 credit hours of learning and research activities that cover various accounting related fields. On average, students would require 1½ to 2 years of study.

General Information

Based on the UM (Master's Degree) Rules & Regulations 2014, details are available in the **UM (Master's Degree) Rules 2014** and **UM (Master's Degree) Regulations 2014** which can be accessed at <https://hep.um.edu.my/student-relation-amp-disciplinary>

Programme Educational Objectives

The objectives of the MAcc programme is to produce graduates who:

- Can apply knowledge and research skills in offering quality accounting services and delivering essential research to business entities, professional bodies or government entities by emphasising on accountability aspects in management and reporting.
- Have the ability to solve accounting issues in creative and innovative way through learning process and research as well as being able to lead and communicate effectively with colleagues.
- Have the ability to appreciate and are actively involved in life-long learning in addition to practicing ethical and professional values and being socially responsible in advancing career path.

Programme Learning Outcomes

In line with the above goals, at the end of the programme, the graduates of MAcc will be able to achieve the following programme outcomes:

- Exhibit an advanced understanding in accounting knowledge and research skills related to reporting and management accountability.
- Apply concepts, principles and research methods in accounting field with a specific focus on accountability aspects.
- Analyse critically financial statements and business reports.
- Undertake research projects in accounting field besides incorporating ethical, moral and professional values during the process.
- Exhibit communication skills and teamwork skills.
- Utilise analytical, quantitative and/or qualitative knowledge in creative and innovative way to solve accounting issues.
- Manage information for life-long learning.

Entry Requirements

Applicants for the programme should possess:

- A bachelor's degree (Honours) in Accounting or fields related to Accounting with a minimum CGPA of **3.00** out of **4.00** or accounting qualifications from any recognised accounting bodies.
- International applicants are required to have at least a band 6.0 for IELTS or a minimum score of 550 for the paper based TOEFL.

Career Prospects

The graduates of MAcc are expected to acquire advanced knowledge and research skills to administer and manage the financial affairs of various organisations, especially the business organisations in the private sector as well as ministries and departments in the public sector. The programme also serves as an avenue for the students to acquire the necessary knowledge in pursuit of higher degree; the doctoral level. The doctoral degree is deemed as necessary for any individual who wishes to serve the institutions of higher learning as academics.

Target Market

The UMGSB MAcc programme is designed for the executives and managers aspiring to acquire the skills, knowledge and competencies to better position themselves in the organisation. The target participants of the programme are:

Employees of various industry backgrounds who wish to learn the overall accounting functions;

- People who are seeking for career progression
- People who intend to change industry or job functions
- Graduates who expect to develop skills and critical thinking in accounting

Programme Structure

The programme offers weekdays classes with the emphasis on quality teaching and student participation. The minimum and maximum periods of candidature are 3 and 8 semesters respectively. It should be noted that any withdrawal from the semester(s) by candidate will not be excluded from the duration of the programme.

Courses are divided into two (2) categories: core and elective courses. In addition, the students are required to undertake a research dissertation in an area of their interest. The design of the courses and components allow the students to maximise their learning and develop the skills that are essential for their career development. Students are required to take a total of 46 credits as follows:

Courses	Credits Hours
Core Courses	13
Elective Course	3
Research Dissertation	30
Total	46

**All core and elective courses carry 3 credit hours (except Research Methodology core course which carries a 4-hours credit).*

Core Courses (13 Credits)

Core courses are designed to expose the students to main accounting areas namely financial reporting and management accounting with the emphasis on accountability perspectives as well as research methodology course. The courses will equip the students with the necessary skills they need in conducting research and, in addition, inculcate the awareness on accountability issues surrounding all areas in business and accounting:

COURSES	CREDIT HOURS
COA7001 Accounting Research Methodology	4
COA7003 Business Accountability and Sustainability	3
COA7004 Financial Reporting and Accountability	3
COA7005 Management Accounting Control System and Accountability	3

Elective Courses (3 Credits)

Students must take **ONE (1)** elective course out of FIVE (5) elective courses. The following is the list of elective courses:

COURSES	CREDIT HOURS
COA7006 Auditing and Assurance	3
COA7007 Taxation and Business Decisions	3
COA7008 Public Sector Governance and Accountability	3
COA7009 Accounting and Auditing Issues for Islamic Transactions	3
COA7010 Contemporary Issues in Accounting Research	3

Additional requirements:

- Fill-up e-logbook to document formal supervisory meetings.
- Submit e-Progress Report at the end of every semester.
- Present Proposal Defence (no later than Semester 2).
- Present Candidature Defence no later than Semester 3).
- Submit 3-month notice prior to thesis submission.

Dissertation (30 Credits)

Dissertation for MAcc programme introduces students to research, thereby providing an opportunity to conduct in depth research in their area of concentration. The research report should demonstrate that the student has the ability to carry out research and has the ability to carry out constructive criticism besides reporting his/her findings accurately and coherently.

This research component is in partial fulfilment of the requirements for the degree at UMGSB. MAcc students are required to register for the dissertation, complete and obtain a pass in the Dissertation before the degree can be awarded. Students shall carry out an academic research under the supervision of an assigned supervisor. It is a requirement that the students must obtain a Pass in **COA7001 Accounting Research Methodology** before registering for the Dissertation.

Plagiarism is a serious academic offence. Disciplinary action will be taken based on the decision of an internal hearing committee upon plagiarism case. The definition of plagiarism according to University of Malaya Code of Ethics, pp.16 is as follows:

- a) Another person's idea from a published article or book is taken word by word.
- b) Another person's idea from an article or book is taken but changed using one's own words.
- c) Another person's ideas are taken from discussions whether in a conference, seminar, forum, talk or informal discussion between two parties.
- d) Data, diagrams, tables, photographs or any illustrative material originating from others are taken as though they belong to him/her.

The time frame for students to complete the Dissertation is at least **one (1) semester** (excluding Special Semester) and maximum **two (2) semesters**.

Students are charged a fee as follows:

(a) **Complete** dissertation in one (1) semester

- Students are required to register **30 credits** and will need to pay 100% charges plus recurring fee in the first (1) semester.
- However, if students are not able to complete the dissertation in one (1) semester, students are required to register another **15 credits** and will need to pay 50% charges plus recurring fee in the second (2) semester.

(b) **Complete** dissertation in two (2) semesters

- Students are required to register **15 credits** and will need to pay 100% charges plus recurring fee in the first (1) semester.
- Students required to register **15 credits** and no registration fees will be charged, but students will need to pay a recurring fee in the second (2) semester.

(c) **Incomplete** dissertation in two (2) semesters

- Students who fail to complete dissertation within two (2) semesters will be given the **FAIL (F)** status. Students are required to re-register the course for **30 credits** in the third (3) semester and will need to pay 100% charges plus recurring fee.

For dissertation, students shall be evaluated based on written reports submitted under Proposal Defence and Candidature Defence. Grading of the dissertation is subject to the Rubric adopted by UMGSB. Upon submission and examination, students will have to make corrections to the report based on the comments and recommendations of the assessor and supervisor(s).

Note: Please refer to the Research Handbook for details of the Dissertation

Study Plan

The MAcc programme offers classes with an emphasis on quality teaching and student participation in the learning process. The minimum and maximum and periods for students to complete the programme are three (3) semesters (1½ years) and eight (8) semesters (4 years) respectively.

Students may take a minimum of 2 courses (6 credits) and a maximum of 4 courses (13 credits) per semester. Under these parameters, a candidate can take anytime between 3 and 8 semesters to graduate. This allows students more flexibility to study at their own pace.

Students can complete the programme within 3 normal semesters, i.e. 1½ years (excluding special semesters) as illustrated below:

3 Normal Semesters

SEMESTER 1			
Course Type	Course Code	Course Name	Credit
Core	COA7001	Accounting Research Methodology	4
Core	COA7003	Business Accountability and Sustainability	3
Core	COA7004	Financial Reporting and Accountability	3
SUBTOTAL			10

SEMESTER 2			
Course Type	Course Code	Course Name	Credit
Core	COA7005	Management Accounting Control System and Accountability	3
Elective	XXXXXXX	Elective 1	3
Dissertation	COA7002	Dissertation (Part 1)	15
SUBTOTAL			21

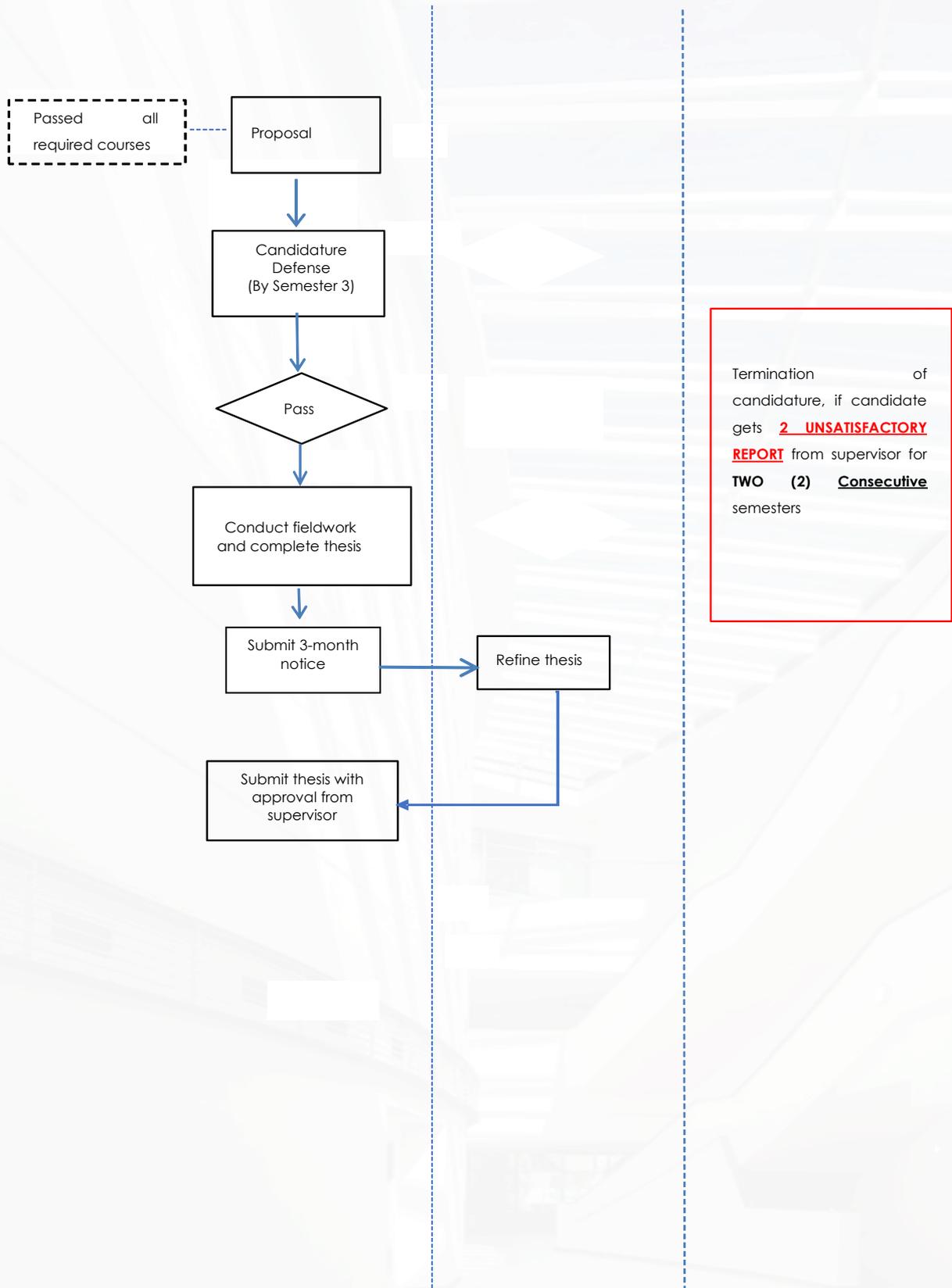
SEMESTER 3			
Course Type	Course Code	Course Name	Credit
Dissertation	COA7002	Dissertation (Part 2)	15
SUBTOTAL			15
TOTAL			46

Students are advised to follow the following Graduate on Time (GOT) Schedule. The following study plan addresses specifically the assessments, the research activities and the processes concerning dissertation.

SEMESTER	ACTIVITIES	ASSESSMENT
1	<ul style="list-style-type: none"> Take required courses. 	
2	<ul style="list-style-type: none"> Take required courses. Fill-up e-logbook to document formal supervisory Meetings Present Proposal Defence. Complete e-progress report. 	Proposal Defence
3	<ul style="list-style-type: none"> Data collection and analysis. Fill-up e-logbook to document formal supervisory meetings. Present Candidature Defence. Complete e-progress report. 	Candidature Defence
	<ul style="list-style-type: none"> Dissertation writing Submit 3-month notice for dissertation submission Complete e-progress report. Submit dissertation for examination 	Examination of dissertation

The following flowchart summarises the processes involved with regards to the dissertation examination.

Flowchart: Dissertation Process



E-Log Book

The purpose of the e-Log Book is to:

- Keep a record of your meetings with your supervisor(s).
- Clearly identify the outcomes of each meeting and the actions that are required on the part of the student.
- Support the self-evaluative and reflective process that is necessary while writing a thesis.
- Provide evidence of that process to the Board of Examiners.

Student's responsibility: It is the responsibility of the student to keep the e-log book up to date. Students are expected to comply with the supervisor(s)' suggestions and recommendations as noted by the student in the Log Book and approved by the supervisors.

E-Progress Report

Students are required to complete and submit their progress report online via student portal (<http://myum.um.edu.my>) to their respective supervisors at the end of each semester.

Students who fail to submit the report are evaluated as unsatisfactory in their progress. Candidature will be terminated if the student receives unsatisfactory evaluation for e-progress report for three consecutive semesters.

Proposal Defence

MAcc students are expected to complete a dissertation proposal in a timely fashion. In the period of no later than Semester 2, students are required to present Proposal Defence. It will be assessed by internal and external examiners.

The proposal (3,000 to 5,000 words) should consist of:

1. Introduction (Problem statement, research objectives, research gap, and research justification/significance)
 2. Literature review
 3. Conceptual framework and hypothesis
 4. Proposed research method
 5. Research schedule
 6. References (APA format)
 7. Word count (Must not exceed 5,000 words)
 8. Plagiarism Report (must not exceed 15 percent)
- a. If the Proposal Defence is deemed satisfactory, the student may proceed with the proposed research.
 - b. If the Proposal Defence is deemed unsatisfactory, the student needs to present Second Proposal Defence.

- c. If the Second Proposal Defence is deemed unsatisfactory, then the student will be asked to discontinue his or her studies.

Candidature Defence

Students are expected to present Candidature Defence in the period of no later than Semester 3. The Candidature Defence report (8,000 to 10,000 words) should include the following:

1. Introduction (Problem statement, Research questions, Research objectives, Research gap, etc.).
 2. Literature review
 3. Research framework and hypothesis
 4. Research methods
 5. Pilot study/preliminary research findings
 6. Research schedule
 7. The dissertation's theoretical contribution and conclusion
 8. References (APA format)
 9. Plagiarism Report (must not exceed 15 percent)
- a. If the Candidature Defence is deemed satisfactory, the student may proceed with the proposed research.
 - b. If the Candidature Defence is deemed unsatisfactory, the student needs to present Second Candidature Defence in the following semester.
 - c. If the Second Candidature Defence is deemed unsatisfactory, then the student will be asked to discontinue his or her studies.

Dissertation Submission

After passing the Candidature Defence, candidate must write a dissertation as the final phase of the MAcc programme. The maximum word length for thesis is 40,000 words (footnotes, references, appendixes, tables and figures are excluded).

The thesis must reflect original and significant research in the student's chosen field. It must meet high standards of scholarship as well as contribute to the body of knowledge in that field.

Students are required to submit three-month notice via student portal at least three months before thesis submission to allow for timely nomination of examiners and approval of thesis title.

Examiners will be proposed by the supervisor(s). The nomination will be endorsed by the Committee of Higher Degree prior approval by the Faculty. For the external examiners' nomination, approval from the University Senate is required.

Upon approval of dissertation title by the Faculty, the student should submit five printed soft bound copies and one soft copy (PDF format) of the dissertation to UMGSB office. The dissertation must be checked and declared by supervisor(s) through the Head of Department/Deputy Dean/Deputy Director for examination.

Follow the format of dissertation set by the University and complete the Submission of dissertation for Examination form with verification by supervisor(s).

Candidates may refer to the latest requirements of dissertation format from the Faculty website.

The possible results of Dissertation Examination:

- Attained sufficient academic merit for the award of the degree **without amendments/corrections** to the dissertation.
- Attained sufficient academic merit for the award of the degree subject to **minor corrections** to be made within a period of 3 months as required by the Committee of Examiners and subject to confirmation of the corrections by the supervisor.
- Attained sufficient academic merit for the award of the degree subject to **major corrections** to be made within a period of between 3 to 6 months as required by the Committee of Examiners and subject to confirmation of the corrections by the Supervisor and Internal Examiner.
- Required to undertake further work and submit the dissertation for **Re-examination** before his/her candidature lapses.
- **Failed** to attain academic merit and it is recommended to Senate that the candidate has failed in the dissertation examination and is not allowed to submit the dissertation for re-examination.

Academic Performance Requirements

Students are **required** to obtain a Grade Point Average (GPA) and a Cumulative Grade Point Average (CGPA) of at least 3.0 for every semester. To graduate, the students must obtain a minimum CGPA of 3.0.

Students with a GPA of less than 3.00 in a normal semester will be placed on an Academic Probationary Period in the following normal semester. The candidature of any student who is placed on an Academic. The probation period shall end when the student has successfully attained a GPA of 3.00 and above.

Students obtain a GPA of less than 3.00 for 3 consecutive semesters including Special Semester (if any), his/her candidature will be **TERMINATED**.

Students must obtain a minimum grade B for all **core courses**, failing which students must repeat the course, subject to a maximum of three attempts. After the third attempt, if the student fails to redeem with a minimum grade B, his/her candidature will be **TERMINATED**.

Any student who fails to register continuously for a duration of 2 semesters with the University shall cease to be a student and his name will be dropped from the register of students of the University.

For **elective courses**, students must obtain a minimum of grade **B**.

Repeating a Failed Course

A student who fails any Elective course, may repeat the same course or take another course from the same category as a replacement to the failed course.

A student who fails any core course is required to repeat the same course until he achieves at least a passing grade (maximum of three attempts), subject to the maximum duration of his candidature. The best grade will be taken in to account for the calculation of the CGPA.

For a student repeating the same course, the best grade point will be taken into account.

For a student taking a different course as a replacement, the grade point of that course will be calculated cumulatively.

If a student obtains a fail grade three (3) times for the same course, the student shall be terminated from his programme of study.

Graduation Requirements

As the programme is mixed-mode, candidates would have to satisfactorily meet both the course and research components requirements in order to graduate.

Course Components Requirement

1. Students must fulfil the following requirements for graduation:
 - a. Achieve a final minimum CGPA of 3.00 and above.
 - b. Complete 46 credit hours including core, elective courses and research project requirements as prescribed for the Master's degree programme.
 - c. Fulfil Faculty requirements if any for courses that must be passed with at least grade B.
 - d. Fulfil the language requirements as prescribed for the Master's degree programme.
2. From the total credit hours that are required for graduation, at least two-third ($\frac{2}{3}$) of the total credit hours must be obtained from courses conducted by the University of Malaya.

Research Component Requirement

Students must fulfil the following requirements for graduation:

- a. Must achieve a Pass in the dissertation examination;
- b. Fulfil Faculty requirements if any for the Master's degree programme.
- c. Fulfil the language requirements as prescribed for the Master's degree programme
- d. Fulfil other requirements as prescribed by the Senate from time to time.

Conferment of Degree with Distinction

Students who have fulfilled the graduation requirements may be conferred the Master's Degree (With Distinction) if they:

- Have achieved a final CGPA of 3.70 and above.
- Have not obtained the grade "Fail" for any courses.
- Have not repeated any courses for the purpose of improving the grade in that course during the entire duration of their Master's degree programme.
- The dissertation has been examined and verified by the examiners as outstanding.
- Have completed their programme of study within a period not exceeding eight (5) semesters (normal and special semester) from the date of the initial registration.
- Have not re-sent the dissertation for re-examination.

Registration of Course

Registration of course has to be completed by week 2 of a semester. Student who does not complete the registration within the specified period is not allowed to pursue the said course.

In special cases, students may be allowed for late registration until week 7 of special semester on the recommendation of the said course teacher and approved by the Dean of the Faculty. The student may be required to pay a fine at a rate prescribed by the University as well as other determined fees for the course.

Withdrawal from Semester

Withdrawal from a semester is allowed under the provision stipulated in the University of Malaya (Master's Degree) Rules 2019, provided he/she has been undertaking the programme for at least one (1) Semester.

Withdrawal from Semester

Category	Normal Semester	Special Semester	Fee Charges	Calculated for the Duration of Study	Grade
Personal Reason*	Week 1 -2	Week 2	No	Yes	-
	Week 3 -7	Week 2	Yes	Yes	Grade W1
Mobility Programme Reason*	Week 1 -2	Week 1 -2	No	No	Grade W3
	Week 3 -14	Week 3 -7	Yes	No	Grade W1
Medical Reason*	Week 1 -7	Week 1 -3	No	No	Grade W3
	Week 8 -14	Week 4 -7	Yes	No	Grade W1

Note: *Student who withdraws from a semester will be charged a minimum payment to retain the candidature

Conditions of Termination from Programme of Study

A student who plagiarized his research report (Master's candidate) as stipulated under the University Malaya (Discipline of Students) Rules 1999;

A student who gave false information pertaining to his admission to the University or committed any academic dishonesty other than stipulated in the University Malaya (Discipline of Students) Rules 1999;

A student who fails to renew his candidature for two (2) consecutive semesters. A student who is re-admitted after terminated from his programme of study and obtains a CGPA of less than 3.00 in the examination for the semester in which he has registered immediately upon re-admission will be terminated from his study.

Students fail to fulfil the conditions and requirements of the programme study within the maximum duration.

Senate uses its discretion to terminate the registration of any student at any time if Senate is of the opinion that the student is incapable to complete his programme of study. The student's name will be removed from the list of University registered students and the student shall stop being a student of the University. The decision made by Senate is final.

A student who fail stop a pay all fees and other payments within the stipulated time by the University may cause the student to be barred from registering in the next semester and his status as the student of the University may be terminated.

A student who registers concurrently for any other programme of study that will lead to the award of any degree in this University or any other university or institution. Any student found to be in breach of this regulation may have his candidature terminated by the University without refund of any fees and other payments that have been paid.

Evaluation Format

Overall, the programme is based on a course component (16 credits) and research component (30 credits). Generally, the courses reflect 70% continuous assessment and 30% final examination, except for COA7001 Accounting Research Methodology where the course is based on 100% continuous assessment. The research component is contained in COA 7002 Dissertation, where the evaluation is based on 100% written research report. Before the dissertation can be submitted, the candidates will go through the process of preparing and presenting the Proposal Defence and Candidature Defence which will be evaluated by a panel of examiners.

Grading System

The grading system for all courses is as follows:

MARKS	EQUIVALENT GRADE	GRADE POINT	MEANING
90 - 100	A+	4.0	High Distinction
80-89	A	4.0	Distinction
75-79	A-	3.7	
70-74	B+	3.3	Pass
65-69	B	3.0	
60-64	B-	2.7	Fail
55-59	C+	2.3	
50-54	C	2.0	
45-49	C-	1.7	
40-44	D+	1.5	
35-39	D	1.0	
< 35	F	0	

DETAILS OF CORE COURSES

COURSE TITLE	Accounting Research Methodology
COURSE CODE	COA7001
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Describe different paradigms in accounting research. 2. Discuss concepts, principles and methods in accounting research as well as the strength and weakness of the methods. 3. Design a research methodology that is suitable to be used in each accounting research. 4. Structure a proposal for an accounting research.
SYNOPSIS	<p>This course introduces students to quantitative and qualitative aspects as well as techniques in accounting research. Methodological issues in various accounting research design will be reviewed and discussed.</p>

COURSE TITLE	Dissertation
COURSE CODE	COA7002
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Review literature relevant to the research problem 2. Apply analytical, qualitative/quantitative techniques to solve research problems. 3. Describe contributions to knowledge and implications for practice. 4. Write a dissertation in clear and coherent manner.
SYNOPSIS	<p>This course introduces students to accounting research by providing an opportunity to conduct research in their area of concentration. The dissertation should demonstrate students' ability to carry accounting research as well as to report their findings accurately and coherently.</p>

COURSE TITLE	
Business Accountability and Sustainability	
COURSE CODE	COA7003
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Elaborate the concepts related to business accountability and sustainability. 2. Review the development of corporate sustainability. 3. Discuss various issues and current practices related to corporate social and responsibility and sustainability. 4. Discuss the relation between sustainability concept and business strategy.
SYNOPSIS	<p>This course provides knowledge on various concepts related to business accountability and sustainability. It reviews the development of corporate sustainability and elaborates various theories and international initiatives in sustainability. This course also discusses current issues and practices on corporate social responsibility and sustainability. The links between sustainability and business strategy are also discussed.</p>

COURSE TITLE	
Financial Reporting and Accountability	
COURSE CODE	COA7004
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Evaluate the conceptual framework that governs the principles in financial accounting and reporting. 2. Analyse the financial statements of companies. 3. Apply the appropriate accounting treatment for transactions according to the approved accounting standards 4. Discuss the accountability issues in financial accounting and reporting.
SYNOPSIS	<p>This course requires students to apply appropriate accounting procedures and analyse the company's financial statements. The topics discussed include the conceptual framework and accountability issues in financial accounting and reporting.</p>

COURSE TITLE	
Management Accounting Control System and Accountability	
COURSE CODE	COA7005
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Identify the changing direction of management accounting, the factors driving change and the information needs in the design of management accounting control systems. 2. Discuss management control, performance measurement systems and accountability. 3. Apply relevant management accounting control techniques in planning and control of operations in a broad range of settings. 4. Evaluate behavioural and organisational implications of financial and non-financial criteria in performance measurement.
SYNOPSIS	<p>This course covers topics of management accounting and control systems. Issues related to management control systems, management control environment, performance measurement systems and accountability are discussed. Topics covered include nature of management control system and its environment, management control alternatives, environmental uncertainty and strategies, financial responsibility centres and performance measurement systems. Emphasis is also laid to the current related issues in management accounting and control systems.</p>

DETAILS OF ELECTIVE COURSES

COURSE TITLE	
Auditing and Assurance	
COURSE CODE	COA7006
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Identify legal, professional and ethical considerations relevant to statutory audits of financial statements, other assurance engagements and related services. 2. Evaluate corporate governance issues, significant business risks and internal control of an entity and assess their effect on engagement strategy. 3. Discuss the ways to plan, perform and complete statutory audits, other assurance engagements and related services in accordance with professional standards. 4. Report findings and conclusions to interested parties in accordance with the nature of the engagement and professional and legal provisions.
SYNOPSIS	<p>This course is aimed at developing comprehensive knowledge related to conduct of financial statement audits and audit reporting. It also covers other assurance engagements in the context of professional and external regulatory framework. Part of the topics includes legal and ethical consideration for auditors as well as current issues in auditing.</p>

COURSE TITLE	
Taxation and Business Decisions	
COURSE CODE	COA7007
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Analyse the Malaysian taxation environment. 2. Differentiate various tax planning techniques relating to sole proprietor, partnership and companies. 3. Analyse Malaysian taxation system in order to make good business decisions. 4. Criticise latest tax issues on businesses.
SYNOPSIS	<p>The course covers the tax planning as part of the overall strategy of businesses. Latest issues on tax will be discussed to assist the students to make business decisions more confidently.</p>

COURSE TITLE	
Public Sector Governance and Accountability	
COURSE CODE	COA7008
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Discuss the characteristics and mechanisms of public sector governance and its relationship with public accountability. 2. Evaluate the framework of governance as well as related theories and models related to public sector governance and accountability. 3. Assess the international trends in public sector reforms and their implications on governance and accountability. 4. Compare different principles of governance developed by international bodies such as IFAC, IIA, CIPFA and World Bank.
SYNOPSIS	<p>This course provides students an understanding of the nature, principles, mechanisms, importance and limitations of governance and accountability in the context of public sector financial management and accounting. Topics covered include traditions of public management; framework, models and theories of governance and accountability; budgeting, accounting, auditing and performance management in the context of public sector reforms; and efforts taken by promoters of good governance including IFAC, IIA, CIPFA and World Bank.</p>

COURSE TITLE	
Accounting and Auditing Issues for Islamic Transactions	
COURSE CODE	COA7009
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Distinguish the characteristics of Islamic and conventional systems 2. Discuss how accounting treatments are applied to Islamic contracts i.e. Islamic banking, <i>takaful</i> and Islamic financial markets 3. Evaluate Shariah Principles, AAOIFI and MFRS to Islamic financial transactions. 4. Discuss current issues pertaining <i>Shariah</i> governance and <i>Shariah</i> audit
SYNOPSIS	<p>The course provides necessary knowledge and skills in accounting and auditing for Islamic financial Institutions (IFIs). The course provides an overview of Islamic accounting and auditing concepts and current issues applicable to Islamic transactions.</p>

COURSE TITLE Contemporary Issues in Accounting Research	
COURSE CODE	COA7010
LEARNING OUTCOMES	<p>At the end of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Discuss the contemporary issues in accounting research 2. Identify the gaps in accounting research 3. Apply the use of relevant theories in their research proposal 4. Develop a literature review for research proposal
SYNOPSIS	<p>This course covers issues in accounting research including non-mainstream areas. Specifically, the students will be exposed to various issues and theories employed in accounting research and they will be able to develop an extensive literature review for research proposal.</p>

FEES AND FINANCE

Malaysian Student Fees

COMPONENT OF FEES	MASTER OF ACCOUNTING (REPORTING AND MANAGEMENT ACCOUNTABILITY) MACC MIXED MODE	
	Credit Hours	CQCKS RM600/ch
Semester 1		
Candidature		330.00
Alumni Fee		110.00
Graduation Fee – 1st Payment		110.00
Insurance		15.00
Other Services Fee		330.00
<i>Recurring Fees: -</i>		
Registration		50.00
Service		100.00
Health		27.00
Library		200.00
Welfare		10.00
Recreation		10.00
CT		100.00
Tuition Fees	13	7,800.00
Examination Fees	13	390.00
Research Fees		-
Supervision Fees		-
Submission of Dissertation/Thesis – 1st Payment		-
Total		9,582.00
Semester 2		
Graduation Fee – 2nd payment		110.00
<i>Recurring Fees</i>		497.00
Tuition Fees	3	1,800.00
Examination Fees	3	90.00
Project Paper		
Examination Fees		
Research Fees	15	700
Supervision Fees		1,000.00
Submission of Dissertation/Thesis – 2nd Payment		1,000.00
Total		5,197.00
Special Semester		
<i>Recurring Fees</i>		-
Tuition Fees	5	-
Examination Fees	5	-
Total		-
Semester 3		

Insurance		15.00
<i>Recurring Fees</i>		497.00
Project Paper		-
Tuition Fees		
Examination Fees		-
Research Fees	15	700.00
Supervision Fees		1,000.00
Submission of Dissertation/Thesis – 3rd Payment		1,000.00
Total		3,212.00
Semester 4		
<i>Recurring Fees</i>		-
Tuition Fees		
Examination Fees		
Research Fees		-
Supervision Fees		-
Submission of Dissertation/Thesis – 4th Payment		-
Total		0.00
Semester 5		
Insurance		-
<i>Recurring Fees</i>		-
Project Paper (2nd Time)		-
Tuition Fees		-
Examination Fees		-
Research Fees		-
Supervision Fees		-
Total		0.00
Semester 6 onwards		
<i>Recurring Fees</i>		-
Project Paper (3rd Time)		-
Examination Fees		-
Research Fees		-
Supervision Fees		-
Total		0.00
Grand Total		17,991.00
Total Credit Hours		46

Note:

1. Fees are subject to amendment by the Management of University of Malaya
2. Information for Scholarship and Finance can be accessed at <https://aasc.um.edu.my/pg-scholarship>

International Student Fees

COMPONENT OF FEES	MASTER OF ACCOUNTING (REPORTING AND MANAGEMENT ACCOUNTABILITY) MACC MIXED MODE	
	Credit Hours	CQCKS RM840.00/ch
Semester 1		
Candidature		570.00
Alumni Fee		290.00
Graduation Fee – 1st Payment		195.00
Insurance		2,650.00
Other Services Fee		570.00
<i>Recurring Fees: -</i>		
i) Registration		75.00
ii) Service		150.00
iii) Library		450.00
iv) Welfare		150.00
v) Recreation		75.00
vi) ICT		300.00
Tuition Fees	13	10,920.00
Examination Fees	13	650.00
Research Fees		-
Supervision Fees		-
Submission of Dissertation/Thesis – 1st Payment		-
Total		17,045.00
Semester 2		
Graduation Fee – 2nd payment		195.00
<i>Recurring Fees</i>		1,200.00
Tuition Fees	3	2,520.00
Examination Fees	3	150.00
Project Paper Examination Fees		
Research Fees	15	1,050.00
Supervision Fees		1,050.00
Submission of Dissertation/Thesis – 2nd Payment		1,690.00
Total		7,855.00
Special Semester		
<i>Recurring Fees</i>		-
Tuition Fees		-
Examination Fees		-
Total		-
Semester 3		
<i>Recurring Fees</i>		1,200.00
Project Paper		-
Tuition Fees		

Examination Fees		-
Research Fees		1,050.00
Supervision Fees		1,050.00
Submission of Dissertation/Thesis – 3rd Payment		1,400.00
Total		4,700.00
Semester 4		
<i>Recurring Fees</i>		-
Tuition Fees		
Examination Fees		
Research Fees		-
Supervision Fees		-
Submission of Dissertation/Thesis – 4th Payment		-
Total		0.00
Semester 5		
<i>Recurring Fees</i>		-
Project Paper (2nd Time)		-
Tuition Fees		-
Examination Fees		-
Research Fees		-
Supervision Fees		-
Total		0.00
Semester 6 onwards		
<i>Recurring Fees</i>		-
Project Paper (3rd Time)		-
Examination Fees		-
Research Fees		-
Supervision Fees		-
Total		0.00
Grand Total		29,600.00
Total Credit Hours		46

Note:

1. Fees are subject to amendment by the Management of University of Malaya
2. Information for Scholarship and Finance can be accessed at <https://aasc.um.edu.my/pg-scholarship>

HOW TO APPLY?

Apply Online at apply.um.edu.my

01: Create Online Profile

02: Prepare supporting documents

- Photo (Passport Size with Blue Background)
- Malaysia NRIC / Passport
- Sijil Pelajaran Malaysia (SPM/MCE) Certificate
- Education Background (*Certificate and Academic Transcript)
- TOEFL / IELTS Certificate (For International Applicants)
- Working Experience Document
- Financial Support - if any

****Please provide English translations if the certificates are not in English***

03: Complete & submit your application

04: Applications will be individually assessed

05: Final Selection

FEEDBACK CHANNELS

We welcome any suggestions/comments/complaints/feedback/thoughts/ideas via multiple channels below:

1. Meet UMGSB personnel or email us at umgsb@um.edu.my
2. Make an appointment with or email the programme coordinator:

MAcc Coordinator
Dr. Ervina Alfani
ervina_alfan@um.edu.my

3. Drop a note in the suggestion box (located at UMGSB Counter).

Note:

- 1. Immediate action will be taken after investigation by the Committee Members**
- 2. All feedbacks are strictly private and confidential to protect the reporting party.**

REACH US

Please note that we have taken the utmost care in compiling the information in this handbook, including the schedules for courses during the 2018/2019 session. While the contents are correct at the time of printing, we reserve the right to change any information as necessary.

While we have produced this handbook to be comprehensive, please do not hesitate to ask us regarding matters not covered in it.

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