

Southern SPACE  
School of Professional & Continuing Education  
南方专业与推广教育学部



# Professional Diploma In Business Management

## 商业管理行政专业文凭 (PDBM)

\*Disclaimer

The programmes offered by SPACE are non-MQA accredited programmes but in collaboration with the professional-relevant bodies.



<http://www.southern.edu.my/space>

## Programme Objectives 课程目标

- Acquire basic business knowledge  
掌握基本业务知识
- Develop the skills of communication, interpersonal, leadership and teamwork  
培养和发展沟通、人际关系、领导能力和团队合作能力
- Provide the opportunity of learning in the related career fields  
为学习者提供相关职业领域学习和发展的机会

## Programme Structure 课程内容

- Fundamental of Management 管理学基础
- Business Ethics 商业道德
- Economics 经济学
- Basic Organisational Behaviour 基本组织行为
- Cost Accounting 成本会计
- Human Resource Management 人力资源管理
- Fundamental of Business 商业基础
- Consumer Behaviour 消费者行为
- Leadership 领导学
- Business Communication Skills 商业沟通技巧
- Marketing 营销学
- Logistic & Supply Chain Management 物流与供应链管理

## Medium of Instruction 教学语言

- Bilingual In Chinese & English 中英双语

## Class Mode 课程模式

- 100% coursework based 100%作业评估模式
- Weekend Classes 周末班
- Online/Face to Face 线上/线下教学\*
- Modular based course offered 模块化教学形式

## Duration 期限

- 12 months 十二个月

\*Subject to change without prior notice 如有更改，恕不另行通知



## Entry Requirements 入学资格

- At least 17 years old above  
年满17岁及以上者均可报读
- SPM, UEC holder or other equivalent exam are eligible to apply  
持有SPM 和 UEC 或其他同等考试资格者可申请报读
- An interview is required beside the above mentioned qualification  
若不符合以上所述资格，则需通过面试


## Programme Fees 费用

-RM12,400 ( Tuition Fee & Registration Fee 学费与报名费)  
+ 6% SST.  
(Installment scheme is subject to approval 分期付款方案需另行申请)

## Enquiry 联络方式

 607-5586605 Ext : 172/174

 space@sc.edu.my

 011-1141 5573

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SCAN FOR MORE  
INFORMATION

