This programme aims to provide students with the knowledge to be proficient in human resource (HR) management concepts, skills and activities in order to help develop HR systems that will support their organisation's strategic objectives.

Learning Objectives

- Be able to independently develop and understand how to implement legally sustainable and ethical HR planning, recruitment, selection and retention processes, training programmes, performance management and appraisal systems, feedback and disciplinary measures, implement compensation, benefit and reward systems; and personnel policies and labour-management practices.
- Recognise opportunities and understand how to implement activities that foster constructive organisational change through commitment, motivation, teamwork, wellness, safety and values.
- Critically analyse and form action plans to address HR operational issues and implement sound solutions.
- Contrast international HR practices across various cultures and recognise necessary adjustment for cross cultural differences.

Entry Requirements

- Bachelor’s Degree with Honours in the relevant field, OR
- Bachelor’s Degree in other fields recognised by the AeU Senate, OR
- Open entry qualifications recognised by the Ministry of Higher Education, Malaysia:
  - Be at least 35 years old
  - Possess STPM/Matriculation/Diploma or its equivalent
  - Provide evidence of prior learning experience and/or knowledge relevant to the programme applied for, OR
- Other qualifications recognised by the AeU Senate.
SUBJECTS

Core
1. Strategic Human Resource Planning, Recruitment and Selection
2. Leadership and Organisational Change
3. Performance Management
4. Compensation Management
5. Foundation of Knowledge Management
6. Industrial Relations Practices
7. Organisational Learning
8. Human Resource Training and Development
9. Occupational Safety and Health
10. International Human Resource Management (IHRM)

Electives (Choose 4)
1. Human Resource Costing
2. Human Resource Information System (HRIS)
3. Corporate Communication
4. Corporate Social Responsibilities
5. Operations Management
6. Industrial Psychology

Project Paper

PROGRAMME FACTS

<table>
<thead>
<tr>
<th></th>
<th>Full Time</th>
<th>Part Time</th>
<th>Fully Online</th>
<th>Blended Learning</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duration</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>No. of Semesters</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>No. of Subjects</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Frequency of Tutorials (Optional)</td>
<td>Once a month - Saturday &amp; Sunday with 3 tutorial per subject</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assessment</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>

Assessment:
- Assignments (2) 60%
- Examination 40%

FINANCIAL INCENTIVES AND AIDS

For Malaysian and International students:
- Merit Scholarship available for top-performing students
- 10% discount on tuition fee available through student loyalty scheme

For Malaysian students only:
- 10% discount on tuition fee for full payment of semester fees
- 50% discount on tuition fee for senior citizens who are 55 years of age & above
- 75% discount on tuition fee for the disabled
- EPF withdrawal assistance
- MyBrain15 Scholarships (for Doctoral & Master’s Degree only. Government and private sector candidates are eligible to apply).

Terms and conditions apply