



CYBERLYNX INTERNATIONAL COLLEGE

Diploma  
in **KPT(R/1340/4/0080)/(12/21)/(FA0566)**  
**BUSINESS**  
**ADMINISTRATION**  
**MANAGEMENT**



### AIM of course

This course is aimed at providing a strong grounding in the key disciplines of business administration and the basic understanding of the competitive business environment. The focus is on nurturing practitioners who are equipped with practical skills needed for business management.

### ABOUT the course

The Diploma in Business Administration is a 2½ year course. Students will be introduced to general business concepts, processes and principles relevant to the functioning of various types organizations. Students are taught effective communication skills and are given foundation knowledge of principles applicable to various aspects of the business environment. Students will also gain an understanding of high ethical standards and responsible organizational practices and processes.

## ASSESSMENT

Assessment takes a variety of forms which include course-work such as assignments, dissertations, individual and group presentations, projects and formal examination.

## CAREER opportunities

There are growing opportunities for students pursuing studies in business administration and management. There is always a huge demand for skilled business professionals. Some of the career opportunities available to business graduates include:

- Business Manager
- Information Systems Manager
- Business Analyst
- Marketing Manager
- Human Resource Manager
- Credit/Financial Analyst
- Training Manager
- Marketing Research Analyst
- Government Services Administrator

## ENTREPRENEURSHIP

A special feature at CIC is that students will also be taught entrepreneurial skills essential for setting up their own business. They will be guided on financial, managerial, innovative and technological competencies required for the success of new business ventures. As such, students will be encouraged to undertake an entrepreneurial project of their own with the lecturers' professional supervision

## PROGRESSION

DIPLOMA IN  
BUSINESS ADMINISTRATION  
Cyberlynx International College



**BA (HONS) BUSINESS STUDIES**  
University of Bedfordshire, UK (Final Year)

**BA (HONS) BUSINESS MANAGEMENT**  
Bucks New University, UK (Final Year)

**BACHELOR DEGREE  
LOCALLY AND ABROAD**

### Entry Requirements

- 3 Credits at SPM or,
- Successful completion of high school or O-levels/equivalent or,
  - 2 Principal passes at STPM or,
  - 3Bs in Senior Middle 3 (UEC) or,
  - A-levels or equivalent

