



**APPLICATION FOR GRADUATION**

**PART A: PERSONAL INFORMATION**

NAME :

MATRIC NO. :

MyKAD/ PASSPORT NO. :

MAILING ADDRESS :

CITY: 



 POSTCODE:

STATE: 



 COUNTRY:

CONTACT NO. :

CONTACT NO. (ALTERNATIVE) :

EMAIL ADDRESS :

**PART B: OTHERS**

FINAL SEMESTER : 



 SEMESTER I  

 SEMESTER II  

 SEMESTER III

ACADEMIC YEAR: 



 /

*Tick ✓ whichever applicable*

WILL YOU ATTEND THE CONVOCATION CEREMONY? *Tick ✓ whichever applicable* SONGKOK SIZE: 



  
*(Male student only)*

YES  NO

**NOTE:**

1. The above information (i.e. Name, Programme and MyKAD/Passport No.) will appear on academic scroll as it will be updated in the College Management System (CMS).
2. It is the student's responsibility to update their personal information to Academic Affairs Division to avoid any disruption throughout the convocation process.
3. The college will not be held responsible if the above information is not updated.

APPLICANT SIGNATURE : .....

DATE : .....

Received by	:	.....
Signature	:	.....
Date	:	.....



**LIST OF COURSES FOR DIPLOMA IN ENFORCEMENT MANAGEMENT ( DEM )**

**MPU COMPULSORY COURSES**

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE
1	MPU2163 OR	MALAYSIAN STUDIES (FOR LOCAL STUDENTS)	3	SOSS	
	MPU2133	BAHASA MALAYSIA KOMUNIKASI 1 (FOR INTERNATIONAL STUDENTS)		CEL	
2	MPU2213	BAHASA KEBANGSAAN A (FOR LOCAL STUDENTS WHO DO NOT EARN CREDIT IN BAHASA MELAYU AT SPM LEVEL)	3	CEL	
	*MPU2233 OR	PRESENTATION SKILLS			
	*MPU2253	PROCESS WRITING			
3	MPU2323 OR	POLITICAL SCIENCE	3	SOSS	
	MPU2343	HUMAN RELATIONS		SOM	
4	MPU2412 OR	IBADAH CAMP (FOR MUSLIM STUDENTS)	2	SOSS	
	MPU2422	INTERCULTURAL PROGRAM (FOR NON MUSLIM STUDENTS)		SOSS	
<b>TOTAL CREDIT HOURS FOR MPU COMPULSORY COURSES = 11</b>					

**COLLEGE COMPULSORY COURSES**

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE
1	CEL1231	INTERMEDIATE ENGLISH 1	3	CEL	
2	CEL1232	INTERMEDIATE ENGLISH 2	3	CEL	
3	CEL2233	ADVANCED ENGLISH 1	3	CEL	
4	CEL2234	ADVANCED ENGLISH 2	3	CEL	
5	CEL3231	BUSINESS COMMUNICATION	3	CEL	
<b>TOTAL CREDIT HOURS FOR COLLEGE COMPULSORY COURSES = 15</b>					

**CORE COURSES**

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE
1	ARL1231	ARABIC LANGUAGE 1	3	CEL	
2	ARL1232	ARABIC LANGUAGE 2	3	CEL	
3	BUS1234	PRINCIPLES AND PRACTICE OF MANAGEMENT	3	SOM	
4	DEM1233	INTRODUCTION TO LAW	3	SOM	
5	DEM2231	INTRODUCTION TO ISLAMIC LAW	3	SOM	
6	DEM2232	LEGAL METHOD	3	SOM	
7	DEM2233	CRIMINAL LAW	3	SOM	
8	DEM2234	ISLAMIC CRIMINAL LAW	3	SOM	
9	DEM2235	COMMERCIAL LAW	3	SOM	
10	DEM2236	ADMINISTRATIVE LAW	3	SOM	
11	DEM3231	TRANSACTIONS IN ISLAMIC LAW	3	SOM	
12	DEM3232	INTRODUCTION TO CIVIL PROCEDURE	3	SOM	
13	DEM3233	INTRODUCTION TO CRIMINAL PROCEDURE	3	SOM	
14	DEM3234	INTRODUCTION TO PUBLIC RELATIONS	3	SOM	
15	DCT1231	COMPUTER APPLICATION	3	SICT	
16	DMS2236	PUBLIC SPEAKING	3	SOM	
17	SOS2234	INTRODUCTION TO COUNSELLING	3	SOSS	
18	DPC2237	PSYCHOLOGY OF HUMAN RELATION	3	SOSS	
19	SOS2235	BASIC SKILLS & TECHNIQUES IN COUNSELLING	3	SOSS	
20	DPC3234	STRESS MANAGEMENT	3	SOSS	
21	SOS2231	ETHICS IN DAILY LIFE	3	SOSS	

**TOTAL CREDIT HOURS FOR CORE COMPULSORY COURSES = 63**

**ELECTIVE COURSE - TO CHOOSE ONLY ONE (1) COURSE**

NO	COURSE CODE	COURSE NAME	CREDIT HOURS	OFFERED BY	GRADE
1	IRK2231	CONCEPTS OF ISLAMIC BELIEF	3	SOSS	
2	IRK2235	BIOGRAPHY OF PROPHET MUHAMMAD S.A.W		SOSS	
3	IRK2232	ISLAMIC 'IBADAH		SOSS	
4	DPC2235	ISLAM & PSYCHOLOGY		SOSS	
5	MAN3231	INTRODUCTION TO MANDARIN LANGUAGE		CEL	

**TOTAL CREDIT HOURS FOR ELECTIVE COURSES = 3**

**TOTAL CREDIT HOURS TO COMPLETE PROGRAMME = 92**

Academic Affairs Division  
Verified by:

Name: \_\_\_\_\_