



**EXECUTIVE DIPLOMA  
IN  
REAL ESTATE**

**Call us for consultation:**

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1.	<b>Intake for the Program</b>		
		<b>Intake period</b>	Sept 2018
		<b>Class Commence</b>	12 <sup>th</sup> September 2018 (Monday)
		<b>Modules for the semester</b>	<ul style="list-style-type: none"> <li>• BH103 Principles of Property Investment &amp; Valuation</li> <li>• BH116 Introduction to Malaysian Law</li> </ul>
2.	<b>Total Credit hours</b>	90 credit hours	
3.	<b>Entry Requirement</b>	<ul style="list-style-type: none"> <li>• 21 years and above</li> <li>• Malaysian</li> <li>• Minimum 3 credit in SPM</li> <li>• Has more than 3 years' experience in the real estate industry</li> </ul>	
4.	<b>Documentation required to be submitted for registration</b>	<ul style="list-style-type: none"> <li>• UCSI University Application form</li> <li>• 1 passport size photograph</li> <li>• NRIC (Front and Back)</li> <li>• SPM certificate</li> <li>• Letter of confirmation from employer on 3 years' experience</li> <li>• Updated Resume</li> <li>• KWSP/ EA form /pay slip/ commission slip</li> </ul>	
5.	<b>Length of Program</b>	3 years++	
6.	<b>Face to Face hours</b>	3 credit hours subjects - 30 hours 4 credit hours subjects - 40 hours	
7.	<b>Semester per year</b>	3 semesters per year ( January / May/ September)	
8.	<b>Total subject</b>		
		<b>Code</b>	<b>Module</b>
		BH 101	Property Taxation
		BH 102	Land Economics
		BH 103	Principles of Investment & Valuation
		BH 104	Laws relating to Property
		BH 105	Real Estate Agency Practice
		BH 106	Building Technology and Maintenance
		BH 107	Principles of Economics
		BH 108	Principles of Accounting
		BH 109	Professional Practice (formerly known as Estate Agency Law)
		BH 110	Principles and Practice of Marketing

	BH 111	Entrepreneurial Studies
	BH 113	Continuous Professional Development
	BH 114	Project Paper
	BH 115	Real Estate Community
	BH 116	Introduction to Malaysian Law
	BD100	Business Communication
	BD108	Fundamental of Management
	BD114	Business Ethics
	BD127	Business Essentials
	BD130	Oral Communication Skills
	BD131	Introduction to Office Tools
	DB260	Internet Marketing
	TBC	Building Technology 2
	BD112	Managing People for Real Estate

9.	<b>Class Ration</b>	35 students in a class								
10.	<b>Assessment</b>	50 % Final Examination 50% Continuous Assessment Each module has a different continuous assessment								
11.	<b>Classes</b>	Classes are conducted for: <ul style="list-style-type: none"> <li>Weekday (Monday, Tuesdays, Wednesdays and Fridays 6.00 pm – 10.00 pm)</li> </ul>								
12.	<b>Attendance</b>	<ul style="list-style-type: none"> <li>Students are required to adhere to 80% class attendance. If the attendance is not meet students will be barred from Exams.</li> </ul>								
13.	<b>Total Fees</b>	<table border="1" data-bbox="593 1720 1315 1854"> <tr> <td><b>Course Fee</b></td> <td>RM24,570</td> </tr> <tr> <td><b>Registration Fee</b></td> <td>RM200</td> </tr> <tr> <td><b>ICT Fee (One-time)</b></td> <td>RM1,200</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>RM25,970</b></td> </tr> </table> <p>Students are to pay before commencement of semester. Long semesters RM 4,320.00 (4 modules) Short semesters RM2,160.00 (2 modules)</p>	<b>Course Fee</b>	RM24,570	<b>Registration Fee</b>	RM200	<b>ICT Fee (One-time)</b>	RM1,200	<b>TOTAL</b>	<b>RM25,970</b>
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<b>TOTAL</b>	<b>RM25,970</b>									

14.	<b>KWSP Withdrawal</b>	Students are allowed to do the KWSP withdrawal. UCSI University will require students to pay fee first and then claim from KWSP after making fee payment.
15.	<b>Passing Marks</b>	Student must obtain a C to pass the subject. If student obtain a D, student is allowed to resit the supplementary paper with payment of RM 200.00 per paper. Should a student obtain an F, student will need to retake the subject again.
16.	<b>Venue</b>	Classes are held at UCSI University South Wing Campus, Taman Connaught, Cheras
17.	<b>Deferment</b>	Students are allowed to defer for ONE (1) semester
18.	<b>Examination</b>	Exams are held at the end of the semester Monday and Wednesday (2.00 pm - 5.00 pm) at UCSI University Examination Hall
19.	<b>Lectures</b>	Lectures are taught by UCSI University Staff (Full timers and industrial experts)
20.	<b>Mode of Program</b>	Lectures and Tutorials
21.	<b>Notes for subjects</b>	Notes of each subjects will be uploaded in the drop box/LMS in which the link will be provided to all once you have join the program. UCSI University is practicing a paperless system.
22.	<b>Student ID card</b>	Students will be given a student ID card upon making full payment. Student ID Card with UCSI University in collaboration with Hong Leong Bank. Student will need to open a bank account with Hong Leong.
23.	<b>BOVAEP's recognition</b>	Recognised.
24.	<b>Related Field of employment</b>	<ul style="list-style-type: none"> <li>● Real Estate Negotiator – REN.</li> <li>● Valuation company – assistant valuation.</li> <li>● Property/FM/Asset/REIT Management company. <ul style="list-style-type: none"> <li>■ Building Management</li> <li>■ Mall Management</li> <li>■ Facilities management</li> <li>■ Leasing management</li> <li>■ REITs management</li> </ul> </li> <li>● Real estate developer <ul style="list-style-type: none"> <li>■ Sale &amp; marketing</li> <li>■ Business development</li> <li>■ Project planning/management</li> <li>■ Credit control</li> </ul> </li> <li>● Bank/finance institutions <ul style="list-style-type: none"> <li>■ Loan/Mortgage/credit/marketing department</li> </ul> </li> <li>● Corporate and public service <ul style="list-style-type: none"> <li>■ Asset/property division/unit</li> </ul> </li> <li>● Property researchers</li> <li>● Auctioneer</li> <li>● Property software/system <ul style="list-style-type: none"> <li>■ iProperty/Property Guru/Rentguard and etc.</li> </ul> </li> </ul> <p>and others which the job specification/description fall within the above scope.</p>
25.	<b>Selection Panel</b>	Any grey areas the application will be vetted by Sr Faizal Fuad (Head of Programme) for approval.