UTM
UNIVERSITI TEKNOLOGI MALAYSIA

**Intake
Sem 1 ,2025/2026
Batch 1
SHMHH01**

SHARPS
SCHOOL OF HUMAN RESOURCE DEVELOPMENT & PSYCHOLOGY

ASEAN University Network AUN-QA

Program Specification

Bachelor in Human Resource Development with Honours (SHMHH)

School of Human Resource Development & Psychology

Faculty of Social Science and Humanities

Prepared By:

Dr. Irza Hanie binti Abu Samah

Verified By:

Associate Prof. Dr. Azlineer Sarip

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Bachelor in Human Resource Development with Honours at Universiti Teknologi Malaysia (UTM) is a comprehensive undergraduate program designed to develop competent, innovative, and future-ready HR professionals. This program integrates theoretical knowledge with practical applications, emphasizing leadership, digital literacy, and entrepreneurial thinking. Students will engage with a dynamic curriculum covering areas such as talent development, industrial relations, and organizational behaviour. **Accredited by the ASEAN University Network – Quality Assurance (AUN-QA) in 2023,** the program adheres to regional and international standards, ensuring graduates are competitive in both local and global job markets. With a total of 120 credit hours, the program can be completed in 3 to 4.5 years for full-time students, or 5.5 to 10 years on a part-time basis

Program Educational Outcome

- **PEO 1**: Possess in-depth and comprehensive theoretical and practical knowledge in the field of human resource development.
- **PEO2**: Possess comprehensive managerial and entrepreneurial skills to perform task effectively and responsibly in different organisations.
- **PEO 3**: Use a broad range of digital applications and analytical techniques to support human resource development functions.
- **PEO 4**: Demonstrate teamwork, leadership, interpersonal communication, creativity and innovation skills in organisation.
- **PEO 5**: Commit and explore learning for continuous development in career and life-long learning.

Program Learning Outcome

PLO	STATEMENT
1 (KW)	Assess in-depth theories and concepts in human resource development.
2 (CG)	Apply in-depth and comprehensive HRD knowledge to manage complex problems in organisations using different approaches.
3 (PS)	Organize tasks or operations flexibly in the realm of Human Resource Development within organizations.
4 (IPS)	Demonstrate collaborative skills with diverse stakeholders.
5 (CS)	Demonstrate effective written and oral communication with diverse stakeholders.
6 (DS)	Use a broad range of digital information, media and technology applications in completing relevant tasks.
7 (NS)	Analyse numerical and graphical data to assist decision-making in completing relevant tasks.
8 (LAR)	Demonstrate leadership skills and responsibility in managing organisations.
9 (PRS)	Engage effectively in self-directed lifelong learning and professional development.
10 (ENT)	Demonstrate entrepreneurship skills in resolving organizational problems.
11 (ETS)	Organize tasks or operations ethically in the organizations to comply with relevant ethical issues.

DETAILS OF THE PROGRAMME

SHARPS
SCHOOL OF HUMAN RESOURCE DEVELOPMENT
& PSYCHOLOGY

1. PROGRAMME NAME
Bachelor in Human Resource Development with honours

Sarjana Muda Pembangunan Sumber Manusia dengan Kepujian

3. AWARDING INSTITUTION
4. TEACHING INSTITUTION

UTM

2. FINAL AWARD
Bachelor in Human Resource Development with honours

6. PROFESSIONAL OR STATUTORY BODY OF ACCREDITATION
N/A

7. LANGUAGE(S) INSTRUCTION
Bahasa Malaysia and English

5. PROGRAM CODE
TP09 (SHMRH)

8. MODE OF STUDY
Conventional

9. MODE OF OPERATION
Self-Govern

NO. OF SEMESTER

FULL TIME	PART TIME
6	11

10. STUDY SCHEME
Full-time/ Part-time

11. STUDY DURATION
Minimum: 3 yrs (FT) / 4.5 yrs (PT)
Maximum: 5.5 yrs (FT)/ 10 yrs (PT)

General University Requirement

Matriculation / Foundation of Science

Possess a Sijil Pelajaran Malaysia (SPM) by obtaining at least:
1. Grade C for BAHASA MELAYU / BAHASA MELAYU (JULY PAPER).
2. Grade E for HISTORY subjects starting in 2013.
AND
Pass MOE Matriculation / UM Science Foundation / UKM Foundation / UiTM Foundation by obtaining at least :-
1. Cumulative Grade Point Average (CGPA) 2.00.
MUET
Obtain at least BAND 1.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 1 for examinations until 2020 according to the validity period on the date of application.

STPM Graduate

Possess a Sijil Pelajaran Malaysia (SPM) by obtaining at least:
1. Grade C for Bahasa Melayu / Bahasa Melayu (July Paper).
2. Grade E for History subjects starting in 2013.
And
Pass the Malaysian Higher School Certificate (STPM) Examination with at least :-
1. Cumulative Grade Point Average (CGPA) 2.00.
2. Grade C for General Studies subjects.
3. Two (2) Grade C in any subject that has not been calculated.
AND
Obtain at least Band 1.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 1 for examinations until 2020 according to the validity period on the date of application.

General University Requirement

STAM Graduates

Possess a Sijil Pelajaran Malaysia (SPM) by obtaining at least:
1.Grade C for BAHASA MELAYU / BAHASA MELAYU (JULY PAPER).
2.Grade E for HISTORY subjects starting in 2013.
AND
Get at least:
1.JAYYID rank in the Malaysian Higher Religious Certificate (STAM) Examination.
AND
Obtain at least Band 1.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 1 for examinations until 2020 according to the validity period on the date of application

Diploma Graduates (UA/Polytechnic Diploma) & IPTS/ILKA Diploma Graduates and Others

Possess a Sijil Pelajaran Malaysia (SPM) by obtaining at least:
1.Grade C for BAHASA MELAYU / BAHASA MELAYU (JULY PAPER).
2.Grade E for HISTORY subjects starting in 2013.
AND
Have the approval of a Diploma of IPTA / ILKA / IPTS or other Approval recognized as equivalent by the Government of Malaysia and approved by the University Senate. (Special Program Requirements according to the type of program offered at UA).
AND
Obtain at least Band 1.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 1 for examinations until 2020 according to the validity period on the date of application.

General University Requirement

Possess a Sijil Pelajaran Malaysia (SPM) by obtaining at least:
Grade C for BAHASA MELAYU / BAHASA MELAYU (JULY PAPER).
Grade E for HISTORY subjects starting in 2013.
AND
Pass MOE Matriculation / UM Science Foundation / UKM Foundation / UiTM
Foundation by obtaining at least :
-1. Cumulative Grade Point Average (CGPA) 2.00.
OR
Pass the Malaysian High School Certificate Examination
(STPM) by obtaining at least :-
1. Cumulative Grade Point Average (CGPA) 2.00.
2. Grade C for General Studies subjects.
3. TWO (2) Grades C in any subjects that have not been calculated.
OR
Got at least :-
1. Jayyid's rank in the Malaysian Higher Religious Certificate (STAM) Examination.
OR
Graduates of Pre-U School of Sports Malaysia/GCE A Level/International
Baccalaureate Diploma / Australian Matriculation (AUSMAT) as well as other
qualifications recognised as equivalent by the Government of Malaysia and approved
by the SenatUA.
AND
Obtain at least Band 1.0 in the Malaysian University English Test (MUET) for
examinations commencing Session 1 of 2021 Or Band 1 for examinations until 2020
according to the validity period on the date of application.

General University Requirement

Accreditation Prior Experiential Learning (APEL A)

Possess a Sijil Pelajaran Malaysia (SPM) by obtaining at least:
Grade C for BAHASA MELAYU / BAHASA MELAYU (JULY PAPER).
Grade E for HISTORY subjects starting in 2013.
AND
Passed the T-6 APEL assessment;
AND
Obtain at least Band 2.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 2 for examinations until 2020 according to the validity period on the date of application.

TVET Diploma Graduate (DKM / DLKM / DVM)

Have the approval of the Malaysian Skills Diploma (DKM), Malaysian Advanced Skills Diploma (DLKM) or Malaysian Vocational Diploma (DVM) which is recognised as equivalent by the Malaysian Government and approved by the University Senate (Special Requirements for study programmes according to the type of programmes offered at UA).
AND
MUET
Obtain at least BAND 1.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 OR BAND 1 for examinations until 2020 according to the validity period on the date of application.

Programme Requirement

Obtain at least Grade B- (2.67) at the Matriculation/Foundation level in the following subjects:
-Mathematics/ Physics/ Biology/ Chemistry/
Computer Science/ Computing/ Programming/
Economics/ Business Management/ Accounting
And
Any ONE (1) other subject
And
Obtain at least honours (GRADE C) at the SPM level in the following subjects :-
Mathematics
And
Earn at least Band 2.0 in
Malaysian University English Test (MUET) for
examinations commencing Session 1 of 2021 or Band 2 for examinations until 2020 according to the validity period on the date of application.

STPM Graduates

• Pass STPM with at least
Grade B (NGMP 3.00) in the following subjects:
- Mathematics (M) or Mathematics (T)/ Economics/
Accounting/ Business Studies/ Physics/ Biology/
Chemistry/ Information and Communication Technology/ History/ Visual Arts
And
• Any ONE (1) other subject except
General Studies
And
• Earn at least honours (Grade C)
at the SPM level in the following subjects:
-Mathematics
And
• Earn at least Band 2.0 in
Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 2 for examinations until 2020 according to the validity period on the date of application.

Programme Requirement

STAM Graduates

• Obtain at least the rank of Jayyid Jiddan in the Malaysian Higher Religious Certificate (STAM) Examination

And

Earned at least honours (Grade C) on

SPM level in the following subjects:

-Mathematics

- Any of the following TWO (2) subjects:

• Additional Math

•Economic

• Accounting Principles

•Trade

•Business

•Physics

• Information and Communication Technology

• Programming & Development Tools

• Any ONE (1) other subject

And

• Earn at least Band 2.0 in

Malaysian University English Test (MUET) for exams that start Session 1 of 2021 or Band 2 for exams up to 2020 according to validity period on the date of application.

Diploma Graduates (UA/Polytechnic Diploma) & IPTS/ILKA Diploma Graduates and Others

Possess a Diploma or other approval recognized by the Government of Malaysia and certified by the UTM Senate

AND

Have a minimum CGPA of 2.70 or have at least two (2) years of work experience in a related field for candidates with a CGPA of less than 2.70

AND

Obtain at least honours (Grade C) at the SPM level in the following subjects:

-Mathematics

Or

- Obtain at least a Grade C at the Diploma level in one of the subjects of Mathematics

AND

Obtain at least Band 2.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 2 for examinations until 2020 according to the validity period on the date of application.

Programme Requirement

Equivalent Qualification Graduates

Possess GCE A Level qualification with at least Grade C or Possess International Baccalaureate Diploma (IB) qualification by obtaining Grade 4 subjects at HL level or Possess Australian Matriculation Programme (AUSMAT) by obtaining Grade C / 60% ATAR Rank in the following subjects:
- Mathematics/ Physics/ Biology/Chemistry/Computing/ Accounting/ Economics/ Business Management
And
• any ONE (1) other subject
And
• get at least honours (Grade C)
at the SPM level in the following subjects:
-Mathematics

AND
• Obtain at least Band 2.0 in the Malaysian University English Test (MUET) for examinations commencing Session 1 of 2021 or Band 2 for examinations until 2020 according to the validity period on the date of application/ Band 5.5 in the IELTS (Academic) test/ score 500 in the TOEFL PBT test/ score 46 in the TOEFL IBT test.

Special Requirements for International Student Programs

Special admission requirements for international students according to The country is the same as the requirements set by UTM for the field of social sciences as on the following website:
https://admission.utm.my/entry-requirements-ug international/

Programme Requirement

Senior High School/Senior High School/pre-university certificate from a government school (with a duration of at least 12 years of study from primary to upper secondary school).

AND

Meet one of the English language competency requirements as follows:

English Language Test Qualification	Result
Malaysian University English Test (MUET)	The minimum MUET Band 4.0 or higher
International English Language Testing System (IELTS / IELTS Online)	A minimum overall score of 5.5 in IELTS
Test of English as a Foreign Language (TOEFL iBT / TOEFL Online)	The minimum scores of 46 and above
Cambridge English Qualifications (CEQ) B2 First (FCE), C1 Advanced (CAE), C2 Proficiency (CPE), or Linguaskill	Score of 160 and above
Pearson Test of English (PTE) Academic	Score 51 and above
Certified Intensive English Programme Level (CIEP Level)	Reach Level 108 and above

An exemption from the English language requirement can be granted to international students who come from countries that use English as an official language or international students who use an academic qualification from an institution that uses English as a full language of instruction and plan to pursue higher education in Malaysia;

OR

international students who do not meet the requirements can take an Intensive English Programme (IEP) course to improve their level of English proficiency at the Language Academy, UTM or the Certified Intensive English Program (CEP) at any ELS Language Centre at. Malaysia for a maximum period of one year from the date of registration. After the student has finished, the student must sit for any examination as stated in points (i) to (vi) to enable the prospective student to be accepted to attend the main course of study at UTM.
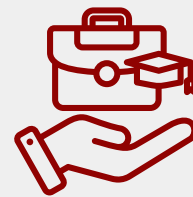
AND

Attend and pass the Bridging Programme within one to two semesters. However, students can choose to sit for the Bridging Exemption Test (BET) and in case of passing with a predetermined grade, the student will be exempt from taking the Bridging Programme.

Award and Requirement to Graduate

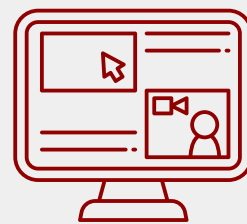Study Plan Programme SHMRH Cohort 20252026 (120 Credit)

Achieve a total of 120 credit hours with a minimum CPA of 2.0.

Pass the Industrial Training (equivalent to 12 credit hours).

Complete and pass the Undergraduate Project (equivalent to 4 credit hours).

Complete and pass five (5) UTM PSC Courses

CAREER PROSPECT

Career Prospects
Graduates of the Bachelor in HRD program are prepared for careers in both public and private sectors.
Possible career roles include:

Human Resource Executive / Officer

Training and Development Specialist

Talent Acquisition Officer

Organizational Development Executive

Industrial Relations Officer

Compensation and Benefits Assistant

HR Data Analyst

Learning and Development Coordinator

Employee Engagement Officer

Corporate Trainer / Coach

They can work in various industries such as manufacturing, services, education, government, and more.

STUDY PLAN SEMESTER I & II

YEAR 1

SEMESTER 1		CREDIT
SHMR 1013	Principles of HRD	3
SHMR1033	Human Resource Planning	3
SHMR1053	Organisational Communication	3
SHMR 1063	Introduction to Management	3
SHMR 1073	Introduction to OB	3
SHMR 1083	Introduction to HRM	3
TOTAL CREDIT		**18**

SEMESTER 2		CREDIT
SHMR1023	Adult Learning	3
SHMR1093	Need Assessment in HRD	3
SHMR2053	Statistic for Social Science	3
SHMR 2073	Employee Relations	3
SHMR2083	Career Development	3
SHMR2103	Safety and Health at Work	3
UHLB1112	English for Communication Skills (MUET BAND <3.5)	**2
TOTAL CREDIT		**18**

YEAR 2

SEMESTER 1		CREDIT
SHMR2023	Instructional Design	3
SHMR2033	Industrial Relations Law	3
SHMR2093	Learning and Development Technologies	3
SHMR 3133	Performance Management	3
SHMR4013	Organizational Development	3
SHMR4033	Compensation and Benefit	3
TOTAL CREDIT		**18**

SEMESTER 2		CREDIT
SHMR3033	Introduction to Research Methods	3
SHMR 3143	Finance for HRD	3
SHMR 3183	Leaderships	3
SHMR4024	Consultancy for HRD	4
SHMRXXXX	Elective I	3
SHMRXXXX	Elective II	3
TOTAL CREDIT		**19**

YEAR 3

SEMESTER 1		CREDIT
SHMR3013	Program Evaluation	3
SHMR3073	Training Management	3
SHMR3014	Undergraduate Project	4
SHMR3023	Human Resource Information System	3
SHMRXXXX	Elective III	3
XXXXX	Free Elective	3
TOTAL CREDIT		**19**

SEMESTER 2		CREDIT
SHMR4028	Industrial Training (Practical)	8
SHMR4034	Industrial Training (Report)	4
TOTAL CREDIT		**12**

STUDY PLAN SEMESTER III (SHORT SEM)

YEAR 1	SHORT SEMESTER		CREDIT
	UHLM 1012	Malay Language for Communication (Int. Student)	**2
	ULRS1022	Falsafah & Isu Semasa	2
	ULRS1032	Integriti dan Anti Rasuah	2
	ULRS1182	Penghayatan Etika dan Peradaban (local student only)	2
	UHLB2122	Kemahiran Komunikasi Profesional 1	2
	TOTAL CREDIT		8

YEAR 2	SHORT SEMESTER		CREDIT
	UHLX1112	Komunikasi Bahasa Asing	2
	ULRF 2XX2	Pembelajaran Servis & Penglibatan Komuniti	2
	ULRS3032	Keusahawanan dan Inovasi	2
	UHLB3132	Kemahiran Komunikasi Profesional 2	2
	TOTAL CREDIT		8

GENERAL UNIVERSITY COURSES

NO	COURSE CODE	COURSE NAME	CREDIT
1	ULRS 1022	Philosophy and Current Issues	2
2	ULRS 1182	Appreciation of Ethics and Civilizations (L)	2
3	UHLM 1012	Malay Language for Communication (Int)	2
4	ULRS 1032	Integrity and Anti-Corruption course	2
5	ULRF 2XX2	Service Learning & Community Engagement Courses	2
6	UHLB 2122	Professional Communication Skills 1	2
7	UHLB 3132	Professional Communication Skills 2	2
8	UHLX 1XX2	Foreign Language Electives	2
9	ULRS 3032	Entrepreneurship and Innovation	2
10	SXXX XXX3	Free Elective Course	3

COMMON CORE SUBJECT

NO	COURSE CODE	COURSE NAME	CREDIT
1	SHMR 1063	Introduction to Management	3
2	SHMR 1033	Human Resource Planning	3
3	SHMR 1053	Organizational Communication	3
4	SHMR 1073	Introduction to Organizational Behaviour	3
5	SHMR 1083	Introduction to Human Resource Management	3
6	SHMR 2033	Industrial Relations Law	3
7	SHMR 2053	Statistic for Social Science	3
8	SHMR 2073	Employment Relations	3
9	SHMR 4033	Compensation & Benefit	3
10	SHMR 2103	Safety And Health at Work	3
11	SHMR 3023	Human Resource Information System	3
12	SHMR 3033	Introduction to Research Methods	3
13	SHMR 3183	Leadership	3
14	SHMR 3014	Undergraduate Project	4
15	SHMR 4028	Industrial Training (Practical)	8
16	SHMR4034	Industrial Training (Report)	4

DISCIPLINE CORE SUBJECT

NO	COURSE CODE	COURSE NAME	CREDIT
1	SHMR 2023	Instructional Design	3
2	SHMR 2083	Career Development	3
3	SHMR 2093	Learning & Development Technologies	3
4	SHMR 3013	Program Evaluation	3
5	SHMR 3073	Training Management	3
6	SHMR 3143	Finance for HRD	3
7	SHMR 4013	Organizational Development	3
8	SHMR 4024	Consultancy for HRD	4
9	SHMR 1093	Needs Assessment in HRD	3
10	SHMR 1013	Principles of HRD	3
11	SHMR 1023	Adult Learning	3
12	SHMR 3133	Performance Management System and Employee Development	3

ELECTIVE SUBJECT

NO	COURSE CODE	COURSE NAME	CREDIT
1	SHMY3043	Behavior modification	3
2	SHMR2123	Business Communication in HRD	3
3	SHMR3163	Industrial Counselling	3
4	SHMR3173	Creativity and Innovation in Organization	3
5	SHMY2013	Psychology Testing and Measurement	3
6	SHMR3153	Ethics and Social Responsibility	3
7	SHMY4043	Positive Psychology	3
8	SHMR3093	Negotiation Skill	3
9	SHMY2023	Industrial Psychology	3
10	SHMR3193	Strategic Planning	3
11	SHMR5043	Strategik Pembangunan Sumber Manusia	3
12	SHMR5133	Seminar dalam Kepimpinan	3
13	SHMR5143	Coaching & Pementoran	3
14	SHMR5053	Pembelajaran Dewasa Kontemporari	3

PRISM
Mode Integration- Course

Maximum of transfer credit does not exceed 12credits hours (30% from the total graduated credit).

Application:

Students can apply for PRISM in Year 2, semester 1, with CGPA 3.3 and above.

Courses Offered:

SHMR5043 Strategic HRD
SHMR5133 Seminar in Leaderships
SHMR5143 Coaching & Mentoring
SHMR5053 Contemporary in Adult Learning
**This course will be scheduled during the elective subject offering cycle

STUDY PLAN:

if student choose to take PRISM, it will be offered during Year 2, Semester 2 and Year 3 Semester 1 (Total Credit is 9),

BENEFIT

Student who completed the PRISM courses (Gred B and CGPA 3.3 above) will be eligible to do transfer credit in Master of HRD in UTM.

MQA PROGRAM STANDARD

BUSINESS STUDIES

COMPONENT	MQA REQUIREMENT (CREDIT)	MQA REQUIREMENT (%)	COURSES OFFERED (CREDIT)	COURSES OFFERED (%)
Compulsory Modules (University General Courses)	8	7%	19	15.83%
COMMON CORE	42	35%	43	35.83%
DISCIPLINE CORE	36	30%	37	30.83%
ELECTIVES	0	0	9	7.5%
INDUSTRIAL TRAINING	0	0	12	10%
Total Credit Hours forGraduation	120	100%	120	100%

MQA Requirement: The remaining 34 credits can be placed in any of the above categories to complete the minimum requirement of 120 credits.

PROGRAM SHMRH

If you have any questions, you may contact these personnel :

SHARPS
SCHOOL OF HUMAN RESOURCE DEVELOPMENT & PSYCHOLOGY

CHAIR OF SCHOOL

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COORDINATOR OF HRD

ADMIN ASSISTANT

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THANK YOU