



Mantissa College Corporate Profile

(Registered as PMI Education Sdn Bhd (629638V))

By : Department for Corporate Office

1.0 About Mantissa College

Mantissa College was established in 1999 as an IT College. In 2003, Mantissa was awarded the Special Award Winning College by Malaysian Ministry of Higher Education. Mantissa College is owned by PMI Education Sdn.Bhd. (PMI) (Reg No.629638V) which holds subsidiaries of PMI Management Training Sdn Bhd (PMT) and In-House Multimedia College (IMC) both in Kuala Lumpur.

With increasing demand for higher education in Malaysia, Mantissa grows considerably and expanded to 5 following schools with 4* multiple (of Main, North, East and South) teaching centres in Taman Tun Dr Ismail, Kuala Lumpur :-

- (1) School of Postgraduate Studies (SPS) ;
- (2) School of Business and Accountancy (SBA) ;
- (3) School of Computing and Design (SCD) ;
- (4) School of Communication & Languages (SCL) ;
- (5) School of Professional and Continuing Education (SPE) ;

Mantissa offers a variety of education programmes from Certificates, Diplomas, Bachelor's to Master's degrees, professional and executive training programmes. New programmes in Executive training, degrees in Management, Marketing, HRM, Finance, Accounting, IT, Computing, Multimedia Design, Digital Animation, Post graduate Management programmes from Paris to UK.

The College has formed partnerships with several prestigious universities around the world and now offers a selection of business courses at both undergraduate and postgraduate levels. Credits earned can be transferred to partner Institutions of higher learning in Europe, United States, Australia, New Zealand, Taiwan and PRC China. Students who are opting for degrees to be completed in Malaysia can save up to 75% of total study cost abroad.

Mantissa offers students opportunities to complete 3 months of their degrees in Paris, UK or China under the Study Abroad Exchange Programmes with visiting Professors arranged to teach in Malaysia.

Our 600 students are coming from China, France, Ghana, Singapore, Indonesia, Japan, Korea, Kazakhstan, Malaysia, Nigeria, Botswana, Pakistan, Vietnam, Iran, Turkey, Yemen, Sri Lanka, Fiji and Myanmar.

Classes are conducted during weekdays and over the weekend at four* locations (which are all within 10 min walk) in Taman Tun Dr Ismail: Bangunan AHP (main centre), RHB Block (North Centre), WIM building (East Centre) and the fourth at Uncle K (South Centre) which is also named as the MIND's (Mantissa In-House Design School). MIND's will conduct Bachelor and Master's degree classes on Multimedia Design and Digital Animation from ESGi – ICAN, Paris in collaboration with In-House Multimedia College (www.inhouse.edu.my) with 18 years of expertise in teaching Multimedia Design courses in Malaysia.

Under In-House Multimedia College, there are 3 Diplomas in Multimedia Design, Mass Communication and Event Management. Like Diplomas in Business, IT of Mantissa, Credits obtained from In-House Diplomas are transferable to the following Universities in (a) UK – Univ of Bolton, Univ of Wolverhampton, Middlesex University; (b) Paris Graduate School of Management, ESGi – Institute of Creativity and Animation; (c) Deakin University, Univ of Wollongong, Edith Cowan University; (d) New Zealand – Auckland Univ of Technology, Massey Univ; (d) Taiwan – Ming Chuan University; (e) China – Hunan University, Nanchang University; (f) USA – Eastern Michigan University, Upper Iowa University, University of Montana, Hawaii Pacific University.

2.0 Our Offerings

Postgraduate Level:

- 1) PGSM International Executive Master of Business Administration (IEMBA)
- 2) Twintech Master of Business Administration (MBA)
- 3) MSc in Multimedia Design from ESGI-ICAN, Paris (pending MQA approval)

Undergraduate Level:

- 1) 4+0 PGSM Bachelor of Business Administration (BBA)
- 2) 4+0 Twintech Bachelor of Accounting (Hons)
- 3) 3+0 Twintech Bachelor of Business Administration (Hons) International Business
- 4) 3+0 BA in Digital Animation / Multimedia Design, ESGI-ICAN, Paris (pending MQA approval)

Diploma Level:

- 1) Diploma in Business Administration
- 2) Diploma in Information Technology
- 3) Diploma in Graphic Design

Certificate Level:

- 1) Certificate in Business Studies (CBS)
- 2) Certificate in English Language (CIEL)
- 3) Certificate of Competency in Early Childhood Education (CC-ECE)

Corporate Training:

Customized corporate training (from SBP, UK) for corporate sectors.

3.0 Academic & Research Strengths of the Institution

Managing / Academic Director

Dr Chua Chong Keow, William

PhD (Mgmt) (Multimedia U), MBA (Mgmt/Fin) (Henley / Brunel U), BSc (Maths/Ed) (USM), MMIM, MIIKM, Honorary Fellow, (www.ipma.co.uk)

CORPORATE DEPARTMENT

Assistant to the Principal

Mdm Stephanie M H Chang

BA (Hons)(UPM), Diploma in Teaching

Senior Administrator

Ms Karen Young

MSc in IT (OUM), Adv Dip in IT

Human Resource Sr Executive

Mdm. Premla

D.HR Mgmt (ICM.UK)

Ministry Liaison Executive

Cik Norizan Samausi

BSc (Hons) Technology (USM)

Corporate Secretary

Ms. Afia

BA (Hons) in TESOL (UNISEL)

Accounts & Finance Executive

Ms Patricia

LCCI Higher Dip

Student Service Co-ordinator

Ms Megan Wong

B.Bus (ECU)

Mr Desmond Seow

BSc (Hons) (Comp. & Info. System) (Lincoln U)

Academic Advisors

Ms Jacklyn Leong (Business)
MBA in Finance, BSc (Hons) (UPM)

Ms Karen Young (IT & Administration)
MSc in IT (OUM)

REGISTRY DEPARTMENTRegistrar Cum Administrative Manager

Mdm Stephanie M H Chang
BA (Hons)(UPM), Diploma in Teaching

Student Records/Admission Officer

Ms. Khairulnisa Kamaruddin
BA(USM)

Exam DepartmentExam Administrator

Khairul Afendi Bin Elias
(DiBa)

LibraryLibrarians

Ms. Noridayu Bt Eshak
BA (UTM)

MARKETING DEPARTMENTSenior Programme Consultant

Mr Martin Cheah
BBus (NZ)

ACADEMIC FACULTYBusiness & Management / Accounting

Dr Chua Chong Keow, William
PhD (Mgmt) (Multimedia U),
MBA (Mgt/Fin) (Henley/Brunel U),
BSc (Maths/Ed) (USM), MMIM, MIIKM,
Honorary Fellow, (www.ipma.co.uk)

Dr Alan Keoy
PhD (Sheffield Hallam University, UK)

Dr Barbara Tey
DBA (USQ), MBA (UK), BBA

Dr Lokman Salim
DBA (USA), MBA, BBA (UK)

Mr Albert Cheah
PhD candidate, MBA, BSBA (Finance) (USA)

Mr Cheong (Computing & IT)
Post Graduate Diploma in IT (UK), Adv Diploma

Administrative Assistant (Filing Management)

Ms. Lydia Lim
BA (Hons) Communication (UK)

Administrative Co-ordinator (Subject & Class Planning)

Mr Chua Shang Hui
MBA candidate, BBA in Finance & Management (PGSM)

Assistant Exam Administrator

Ms. Jaya
BA (Hons) (Unitar)

Mr Victor Lee
MBA (SSC), MA in Library Sc (UM)

Programme Consultants

Ms Tiffany Lee
Ms Cindy Lim

Project/ Agents

Ms Pin Loo
BSc (Hons) in IT (UK)

Dr Paul Leow
DBA (UK), MBA (Australia), BA (Comm)

Mr Shaheen Samsuri
PhD Candidate (UPM), MBA (MMU), BBA

Mr Roger Yap
MSc (UK), Adv. Dip Mkg Mgmt (Swansea U), CIM

Mr Chiam Toon Yang
MBA, BSBA (USA)

Ms Arrvina
MBA, BBA (MMU)

Information Technology & Design

Mr Cheong
Post Graduate Diploma (UK), Adv Diploma

Ms Karen Yong
MSc in IT (OUM), Adv Diploma in IT

Ms. Saratha A/P Sivalingam
MA in Comm Mgmt (UniSA),
BA in Multimedia (Curtin Uni.)

English & Communication

Jaspreet Kaur
BA (Hons) in TESOL (UNISEL)

Ms Poonam Kaur
BA (Hons) in TESOL (UNISEL)

Adjunct Faculty Members (Visiting Professors)

Dr Thi LS
PhD (UK), MBA, BBA

Mr Chang Joo Kin
BSc(UM), BSc in Comp Sc (KU), MBA (KU),
IT Specialist, IBM Global Service, NZ

Mdm Woon Swee Hong
MA in Maths (USA), BSc (Hons) Maths (UM),
Fellow, Actuarial Sc (UK)

Dr Lim Shang Ping
PhD (USA), MBA, BBA (Taiwan)
Dean, Faculty of Business, Taiwan Yunlin National
Univ of Sc & Technology

Accounting / Finance

Mr Tam Fook Cheong
FCCA, ACMA

Ms Celine Siow
ACCA, CA (M)

Mr Albert Seah
MBA, BSBA in Finance & Accounting (USA)

Maths/ Statistics
Thomas Yew, MA in Education, BSc (Hons) Maths (UKM)

Regional Marketing Team

Ms Fereshteh Haji Ebrahim Araghi
MBA in IT

Ms Farnoosh Yazdani
BA in Insurance

Ms Parisa Rajaie
Diploma

Mr Adeniran Ademuyiun
MBA

Mr Ogundare Seun Adebayou
MBA

3.1 Recognition

AAPM – American Association of Project Management; AAFM – American Association of Financial Management
SBP - Society of Business Practitioners, UK; IFA – Institute of Financial Accountants, UK
International Professional Managers Association, UK

Awards

Special Award Winning College 2003
HSBC Young IT Entrepreneur Awards
MSC - Asia Pacific ICT Awards (MSC-APICTA) 2002

4.0 Institution's International Link

4.1 American Academy of Financial Management (www.aafm.org.com)



AAFM[®] has over 10 Certifications that are globally recognized. Certifications Charters and Designations in Wealth Management, Risk Management, and as a Financial Planner, Financial Analyst, and Economist.

AAFM[®] is Home to the CWM[®] Institute for Wealth Management and Founded the US CWM[®] Certified Chartered Wealth Manager[®] Program

4.2 American Academy of Project Management (www.aapm.org.com)



American Academy of Project Management (AAPM[™]) was established in 1997. AAPM[™] under the authority of the IPMC[™] provides executive training worldwide through registered, sanctioned and accredited Executive Training and Alliance programs.

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The AAPM[™] is one of the world's fastest and largest project management institution with members in over 100 countries. The AAPM[™] is a professional global body that is governed by a Board of Standards and a certification code of ethics and standards of practice.

4.3 Society of Business Practitioners (www.sbp-academic.com)



The Society of Business Practitioners was formed by a number of experienced educationalists and business executives to fulfil a need to set standards and principles in business practice which could best be achieved by examination processes. They determined that both inexperienced and mature students should be able to follow a career in further education or be proficient in employment.

The Society endeavours to make its services available throughout the world and, to do this, is continuously working with colleges and educational institutions to ensure standards of tuition are met and maintained. In this way the Society has become one of the leading examining

bodies in competency-based management skills and knowledge development.

Business and industry needs both qualified and entrepreneurial personnel who are ready to meet the market challenges which are constantly being faced on a daily basis.

5.0 Learning Resources & Facilities

A Dedicated Campus

Mantissa provides the necessary conducive environment for learning and development, to complement our quality academic programmes. Our campuses provide students with a comprehensive list of features and facilities to cater to our students' learning needs and comfort during their years with us.

Service Facilities:

- Student Lounge
- Registry Counter
- Waiting or Counselling Room
- Bursary Counter
- Internet Centre
- ICT Helpdesk
- Surau
- Library
- Hostel

- Auditorium
- Computer Labs
- Lecture Theatres
- Teaching & Language Centre
- University Placement Centre

Academic Facilities:

- Post Graduate Centre
- Lecture Halls
- Design Studios
- Drawing Room

6.0 Student Profiles (Testimonials)

Status : Alumna (Graduated 2005), Currently Interlining in United Nations
Programme Enrolled : Paris Graduate School of Management, MBA
Name : Peck Gee



Comments: I am an alumna of Mantissa College, who graduated Cum Laude in Marketing Communications (Business Administration). I did a transfer programme that was conducted with the collaboration between Mantissa College and Bemidji State University, and graduated in December 2005. Since then, I've worked in many different cities in multiple regions of the world. My experiences revolve around education, as I have worked in different capacities at the Graduate School of Education at UC Berkeley, Mantissa College and most recently, at the National University of Singapore.

At present, I am a graduate student at the University of Minnesota (currently ranked 61 in the US News Ranking).

This summer, I'm interning with the United Nations in their New York headquarters with the Department of Peacekeeping. My current responsibilities at the UN include making an inventory of training courses (e-learning and those offered by the UN Officer of Human Resources Management) on priority areas of leadership, management and communications, creating a career path model, as well as assisting in the design of an online evaluation tool.

My time at Mantissa College has been a fruitful one. Without the necessary training and skills gathered from classes taken at Mantissa College, I would not have been prepared for the position that I am in right now. The classes that I took while at Mantissa College were BM 360 Consumer Behaviour, BM 552 Advertising and Promotional Management have given me the useful skills for my work positions. Without the education and guidance received at Mantissa College, I would not have been able to accelerate my career at the pace that I enjoy right now. For that, I'm grateful for the opportunity provided by the College.

7.0 Student Support Services

7.1 Counselling Unit

Over at Mantissa, we provide free counselling services for students who are having difficulties in their academic field or personal issues.

7.2 Sim Venture Simulation Software



Effective 2010, students of BBA and MBA at Mantissa College will be using SimVenture programme through out some of the programmes in their studies. SimVenture, a multi-award winning business simulation gives students the opportunity to create and run their own virtual company in an engaging, authentic and challenging way.

Through this software, students will be able to make decisions and manage all aspects of their business either as individuals or teams. Besides, all events and decisions made by user throughout the game will be cordially recorded and enable lecturers and students to review the performance of the

students at any point of the scenario.

7.3 Seminars by visiting professors



To expose our students with the up-to-date knowledge, Mantissa College often organized seminars or workshop to all students with the objective to expose students to the latest trends in the market. All seminars will be conducted at the Postgraduate Centre by visiting professors.








7.4 Field Trip for Postgraduate Students










Education is not the only striving factor at Mantissa and that is because we also help students create the beautiful and unforgettable memories which they can carry along all their lives. Recently, the MBA students from Mantissa visited a very well renowned company dealing with the business of information technology in Taiwan.

The trip was certainly an eye opener for the students which helped in gaining some useful experience in developing themselves. The tour leader certainly needs to be given credit due to her patience and support in taking the students around during their memorable trip. There was a motive which was the backbone of the trip where students were to have a marketing study tour in Taiwan.




Diploma Studies

Name of University		Name of Programme	Country Origin	Duration of Studies	Grading & Assessment	Intakes	Entry Requirements
	Society of Business Practitioners, UK (SBP, UK)	Advanced Diploma in Business Administration (ADBA)	United Kingdom	6 months	50% Assignment, 50% Examinations	PT: Every 6 weeks FT: January, (March), May, August, (October)	# Diploma in any field # Certificate in Business Administration # Executive Diploma in corporate Management
	Society of Business Practitioners, UK (SBP, UK)	Post Graduate Diploma in Business Administration (PGDBA)	United Kingdom	6 months	50% Assignment, 50% Examinations	PT: Every 6 weeks FT: January, (March), May, August, (October)	# Degree in any field (not strong) # Diploma # Advance Diploma
	Mantissa College	Diploma in Business Administration	Malaysia	2 years 6 months	1 Assignment (30%), Mid Term Exam (30%), Final Exam (40%)	January, (March), May, August, (October)	# O-Level / 12 years education - 3 credits # A-Level / 13 years education - 2 principals
	Mantissa College	Diploma in Information Technology	Malaysia	2 years 6 months	1 Assignment (30%), Mid Term Exam (30%), Final Exam (40%)	January, (March), May, August, (October)	# O-Level / 12 years education - 3 credits # A-Level / 13 years education - 2 principals
	In-House Multimedia College	Mass Communication	Malaysia	2 years 6 months	Vary according to subjects	January, (March), May, August, (October)	# O-Level / 12 years education - 3 credits # A-Level / 13 years education - 2 principals
	In-House Multimedia College	Graphic Design	Malaysia	2 years 6 months	Vary according to subjects	January, (March), May, August, (October)	# O-Level / 12 years education - 3 credits # A-Level / 13 years education - 2 principals
	In-House Multimedia College	Event Management	Malaysia	2 years 6 months	Vary according to subjects	January, (March), May, August, (October)	# O-Level / 12 years education - 3 credits # A-Level / 13 years education - 2 principals

Degree Studies

Name of University		Name of Programme	Country Origin	Duration of Studies	Grading & Assessment	Intakes	Entry Requirements
	Paris Graduate School of Management	Bachelor in Business Administration (Full Time)	France	4 years - O-Level 3 years- A-Level / UEC	(Year 1-3)- 1 Assignment (25%), Mid Term Exam (25%), Final Exam (50%)	January, (March), May, August, (October)	#SPM / UEC / O-Level - 5 credits # STPM / A-Level- 3 principals # Diploma
	Paris Graduate School of Management	Bachelor in Business Administration (Part Time)	France	1 year 6 months - 24 months	2 Assignments (25% Each), Final Examination (50%)	Every 6 weeks	# Diploma in any field # Working Experiences of at least 3 years # Advance Diploma
	University of Bolton, UK	Bachelor in Business Management [Hons] (Full Time)	United Kingdom	4 years - O-Level 3 years- A-Level / UEC		April, October	#SPM / UEC / O-Level - 5 credits # STPM / A-Level- 3 principals # Diploma
	University of Bolton, UK	Bachelor in Business Management [Hons] (Part Time)	United Kingdom	1 year 6 months - 24 months		Every 12 weeks	# Diploma in any field # Working Experiences of at least 3 years # Advance Diploma
	University of Bolton, UK	Bachelor in Accounting [Hons] (Full Time)	United Kingdom	4 years - O-Level 3 years- A-Level / UEC		April, October	#SPM / UEC / O-Level - 5 credits # STPM / A-Level- 3 principals # Diploma
	University of Wolverhampton, UK	Bachelor in Computer Science [Hons] (Full Time)	United Kingdom				# Diploma Only
	International University College of Twchnology Twintech	Bachelor in Accounting [Hons] (Full Time)	Malaysia	4 years - A-Level / Diploma / Advance Diploma		January, (March), May, August, (October)	# STPM / A-Level- 3 principals # Diploma # Advance Diploma

Postgraduate Studies

Name of University		Name of Programme	Country Origin	Duration of Studies	Grading & Assessment	Intakes	Entry Requirements
	Paris Graduate School of Management	International Executive Master in Business Administration (Full Time)	France	18 months-24 months	2 Assignments (25% each), 1 Final Open Book Examination (50%)	January, (March), May, August, (October)	# Bachelor in Any Field # Postgraduate Diploma
	Paris Graduate School of Management	International Executive Master in Business Administration (Part Time)	France	18 months-24 months	2 Assignments (25% each), 1 Final Open Book Examination (50%)	Every 6 weeks	# Bachelor in Any Field # Postgraduate Diploma
	International University College of Twchnology Twintech	Master in Business Administration (Full Time)	Malaysia	18 months-24 months	2 Assignments (25% each), 1 Final Open Book Examination (50%)	January, (March), May, August, (October)	# Bachelor in Any Field # Postgraduate Diploma

8.0 Other Expenses (Hostel Rental)

Mantissa College only offers off-campus accommodation, which is only within 10 minutes walking distance from the Main Campus.

All student house provided by Mantissa College are also easily accessible via public transport, surrounded by food courts and shop houses, shopping mall and lots more.

There are several types of accommodation: single story student house, double stories student house, and hostel. To ensure conformability of our students, all hostel provided by Mantissa College are equipped with basic facilities;

Basic Facilities Provided

- Bed
- Table
- Chairs
- Mattress (but not bed sheets)
- One (1) shared fridge
- One (1) shared washing machine
- One (1) shared water heater

So Why Choose Mantissa College's Hostel?

- walking distance from hostel to Mantissa College
- walking distance to a variety of shops
- short distance to shopping mall and bazaar
- short distance to hospital
- short distance to TTDI park
- 100% Smoke free hostel

Types of houses and hostels

	Single Story Hostel	Double Stories Hostel
Without Air-Conditional	RM 300	RM 300
With Air-Conditional	RM 350	RM 350

NOTE:

+All price based on above are for per person / month

+Students are not guaranteed a placement until and unless being notified by the Department of Student Service

+Rates shown above are for 'twin' or 'triple' sharing per room, should students need a 'single' room, the rate per month will be different from the rates shown above.

Below are some of the photographs taken from our student hostel.

Snap shots of our student hostel



9.0 Application Procedures

Checklists before Admission

Checklists for Admission	
Malaysian Students	International Students
Photocopy of NIRC	Photocopy of Passport
Passport sized photographs	Passport sized photographs
Highest Qualification Transcripts	Highest Qualification Transcripts
Up-To-date CVs (for MBA students only)	Up-To-date CVs (for MBA students only)
Application Fees of RM 500*	Application Fees of RM 1,200*
Other supporting documents for your application (where necessary)	Other supporting documents for your application (where necessary)

*NOTE: *The Application Fee of RM 500 or RM 1,200 is NON-REFUNDABLE*

A crossed cheque, money order or bank draft or Telegraphic Transfer for the Application fee is to be made to

Bank Account : PMI Education Sdn Bhd

**Bank Accounting 2-14389-00020551
Number :**

Name of Bank : RHB Bank Berhad

**Bank Address : Taman Tun Dr.Ismail Branch Kuala Lumpur,
Malaysia**

SWIFT CODE : RHBBMYKL

**College Address : PMI Education Sdn Bhd (629638-V)
Level 1, Bangunan AHP, No2, Jalan Tun Mohd
Fuad 3, Taman Tun Dr.Ismail, 60000 Kuala
Lumpur.**

You are required to fax a copy of your bank remittance advice for our information and fax to +603-7728-5801

Prospectus can apply online by going to this web link

<http://www.mantissa.edu.my/study-here/general-information/online-application>

10.0 Contact Us

Mantissa College

(Wholly owned by PMI Education Sdn.Bhd. (629638V)).

Name of Principal	:	Dr William Chua
Contact Person Mobile Number	:	+6 (012)-3125329
HQ Full Address	:	Level 1, Bangunan AHP, Jalan Tun Mohd Fuad 3, 60000 Kuala Lumpur, Malaysia
HQ Land Number	:	+6 (03)-7728 5215; +6 (03)-7728-5271, +6 (03)-7726-3333; +6 (03)-7728-520
HQ Fax Number	:	+6 (03)-7728 5801
College Website URL	:	www.mantissa.edu.my
Email	:	info@mantissa.edu.my