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\* The verification of accreditation status of a programme will not be performed by MQA. This printed statement is sufficient for any related business.

**Diploma in Secretarial Science**


**Reference Number** : MQA/FA3341  
**Certificate Number** : 09787  
**Name of Qualification** : Diploma in Secretarial Science  
**Date of Accreditation\* (dd/mm/yyyy)** : Starting 21/01/2013  
**Compliance Audit** : The Accreditation Committee Meeting on 28 February 2023 agreed to maintain Full Accreditation.  
**Name of Institution** : Politeknik Mukah (Sarawak)  
**Address** : KM 7.5, Jalan Oya  
 96400 Mukah  
 Sarawak  
**Telephone Number** : 084-874 001  
**Fax Number** : 084-874 005  
**E-mail** : -  
**Website** : [www.pmu.edu.my](http://www.pmu.edu.my)  
**Type** : Diploma  
**MQF Level** : 4  
**NEC Field (National Education Code)** : 0416 (Secretarial and office studies)  
**Number of Credits** : 92  
**Mode of Study** : Full Time and Part Time

**Duration of Study (years)** :

Full Time	Weeks/Semester	Semesters	Duration
Long	18	5	3 year/s
Short	-	-	
Industrial Training	20	1	

Part Time	Weeks/Semester	Semesters	Duration
Long	19	8	4 year/s
Short	-	-	
Industrial Training			

Starting	Weeks/Semester	Semesters	Industrial Training	Years	Credits
21/01/2013	19	6 (FT) ; 8 (PT)	-	3 (FT) ; 4 (PT)	94
Intake June 2019	18+20	5+1 (FT) ; 8 (PT)	Available	3 (FT) ; 4 (PT)	92

**Remark(s)** : This programme is originally from deemed accredited.

**\*NA : Not Available**

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