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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 Administrative Secretary


Reference Number : MQA/FA9969
Certificate Number : 27354
Name of Qualification : Diploma in Administrative Secretary
Date of Accreditation* (dd/mm/yyyy) : Starting 10/01/2020
Compliance Audit :
Name of Institution : Kolej Vokasional Nibong Tebal
Address : Jalan Bukit Panchor
 14300 Nibong Tebal
 Penang
Telephone Number : 04-5932904
Fax Number : 04-5939059
E-mail : kolejvokasionalnibongtebal@gmail.com; smvnt4001@gmail.com
Website : -
Type : Diploma
MQF Level : 4
NEC Field (National Education Code) : 0416 (Secretarial and office studies)
Equivalency For Public Services : Diploma
Number of Credits : 90
Mode of Study : Full Time

	Full Time	Weeks/Semester	Semesters	Duration
Duration of Study (years) :	Long	17	4	2 year/s
	Short	-	-	5 month/s
	Industrial Training	18	1	month/s

Mode of Delivery : Conventional
Remark(s) : NA

*NA : Not Available