



• Starting from 2007, MQA's accreditation is perpetual unless stated otherwise. All accredited qualifications are subject to periodic maintenance audit to ensure continuous improvement. If the accreditation of a qualification is revoked, the cessation date will be displayed in the Malaysian Qualifications Register. Qualifications previously accredited under National Accreditation Board of (Lembaga Akreditasi Negara, LAN) have a validity period of 5 years and this information is stated in the MQR for reference purposes.

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**Diploma in Office Management and Technology**


**Reference Number** : MQA/SWA12761  
**Certificate Number** : 21404  
**Name of Qualification** : Diploma in Office Management and Technology  
**Date of Accreditation (dd/mm/yyyy)** : Starting 06/03/2018  
**Compliance Audit** :  
**Name of Institution** : Universiti Teknologi MARA (UiTM) Cawangan Perak Kampus Seri Iskandar  
**Address** :  
 32610 Bandar Baru Seri Iskandar  
 Perak  
**Telephone Number** : 05-3742000  
**Fax Number** : 05-3742222  
**E-mail** : [rektorprk@perak.uitm.edu.my](mailto:rektorprk@perak.uitm.edu.my)  
**Website** : <https://perak.uitm.edu.my>  
**Type** : Diploma  
**MQF Level** : 4  
**NEC Field (National Education Code)** : 346 (Secretarial and office work)  
**Number of Credits** : 90  
**Mode of Study** : Full Time

	Full Time	Weeks/Semester	Semesters	Duration
<b>Duration of Study (years)</b> :	Long	17	5	2 year/s 6 month/s
	Short	-	-	

**Mode of Delivery** : Conventional  
**Remark(s)** : NA

**NA : Not Available**