



HANDBOOK MASTER OF PUBLIC POLICY

2025/2026 Academic Session



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FOREWORD

Assalamualaikum wbh and Greetings from the International Institute of Public Policy and Management (INPUMA), Universiti Malaya.

Choosing a field of study at the postgraduate level is not a simple decision. Prospective students, parents, and even employers must carefully consider many factors before making a choice.

A common concern for students and parents is whether a master's degree will lead to a job with a good salary. Some prioritise a degree that ensures employability, allowing graduates to secure work soon after completing their studies.

There are many reasons why Master of Public Policy at The International Institute of Public Policy and Management (INPUMA) of Universiti Malaya (UM) should be your choice for your postgraduate studies.

UM is the only public university in Malaysia that offers a Master's degree in Public Policy (MPP). Universiti Malaya is also the top university in the country and ranks 58th globally. While we understand the importance of finding a job and earning a good income after graduation, our focus is on cultivating future policy formulators with integrity and a sense of responsibility. We aim to nurture graduates with strong moral values who are dedicated to solving societal issues. We seek to develop public policy scholars who place the nation's and society's welfare above personal interests.

Our faculty comprises leading academics who possess in-depth knowledge of both theory and methodology of public policy, as well as experienced professionals who have spent decades directly involved in policy-making within various government sectors. This blend of expertise ensures that your learning experience at INPUMA will be truly unique.



In addition to classroom learning and hands-on experience, you will also benefit from participation in various other initiatives offered by INPUMA. INPUMA is a partner to the Ministry of Foreign Affairs, Malaysia in running the Malaysian Technical Cooperation Programme (MTCP), which provides training to senior officials from developing countries as part of Malaysia's capacity-building efforts.

Additionally, INPUMA organises various trainings and masterclasses for international participants on public policy. Last year, we trained 20 senior government officials from the Republic of Tatarstan, Russia and Timor Leste. This year, we continued to provide similar trainings for more officials coming from those countries.

Beyond our academic focus, INPUMA is also deeply engaged with the local community. We regularly hold roundtable discussions to gather public opinions on public interest issues, while our experts analyse these issues and prepare policy briefs.

Another significant initiative under INPUMA is the Center for Leadership and Professional Development (UM LEAD), which provides training for senior executives through its signature "Purposeful and Principled Leadership" programme. Recently, UM LEAD conducted courses for senior officials from Moscow, Russia, and the Bangsamoro Autonomous Region in Muslim Mindanao (BARMM) of the Philippines. All of these activities provide our students with valuable opportunities to gain experience and build international networks.

We are keenly aware of the rapid technological advancements shaping today's world. In this digital information age, technology drives our economy, politics, and education. The future belongs to those who understand this environment, innovate within it, and advocate for the underserved.

These future leaders will be diverse, imaginative, and driven by a desire to create meaningful change. This is the kind of leaders we at INPUMA would like to produce.

At INPUMA, the Master of Public Policy (MPP) programme equips you with a strong foundation in the social sciences, combined with practical applications. One of the defining features of the MPP programme is its focus on real-world practice. You will apply what you learn immediately through capstone projects, case studies, hands-on learning experiences, and optional internships, delivering lasting results.

The core curriculum is interdisciplinary, exposing you to analytical methods, conceptual frameworks, and ways of thinking that empower you to develop solutions to public problems with values of integrity.

We want to support you in surpassing your academic goals while also enjoying the vibrant social life at Universiti Malaya. Please take full advantage of what INPUMA has to offer, and build the knowledge you need for a successful future.

Warm regards,

DATUK DR ANIS YUSAL YUSOFF

Executive Director, International Institute of Public Policy and Management (INPUMA) Universiti Malaya, Malaysia

INTRODUCTION

The International Institute of Public Policy and Management (INPUMA), Universiti Malaya, has established itself as one of Southeast Asia's leading public policy training and research centres. This has been achieved through carefully crafted strategies to maintain the pace of its work and programmes with ever-changing national and international developments in the social, political, and economic spheres and by consistently benchmarking itself against the best global practices in public policy education. Its multidisciplinary MPP programme continues to attract students from diverse countries and backgrounds who, upon graduation, have made meaningful contributions to their respective societies in various capacities. Over the years, INPUMA has played a central role in stimulating and driving public policy debates in Malaysia through forums, seminars, conferences, and public lectures. These events revolve around topical and crucial public policy issues such as good governance, economic and technological transformation, education, poverty reduction, diplomacy, etc. They are designed to provide platforms for policymakers, political and community leaders, members of the media, and civil society organisations to engage, exchange and articulate ideas about current issues affecting contemporary society. Therefore, INPUMA's role is to act as an intellectual laboratory that tests the best possible inputs for public policy-making in Malaysia and beyond.

By its multi-disciplinary focus, INPUMA collaborates with partners from the public and private sectors and civil society to undertake research with high societal impact. INPUMA's wide range of programmes and research includes the following, among others:

Academic Programme: The Master of Public Policy (MPP) provides rigorous on-campus training at the postgraduate level and is geared to the needs of practising or prospective administrators and policymakers who wish to acquire or enhance the skills necessary for effective and responsible public sector management and policy analysis. The programme equips candidates with knowledge in the field of public policy, focusing on the different aspects of the policy process and various local and global policy issues.

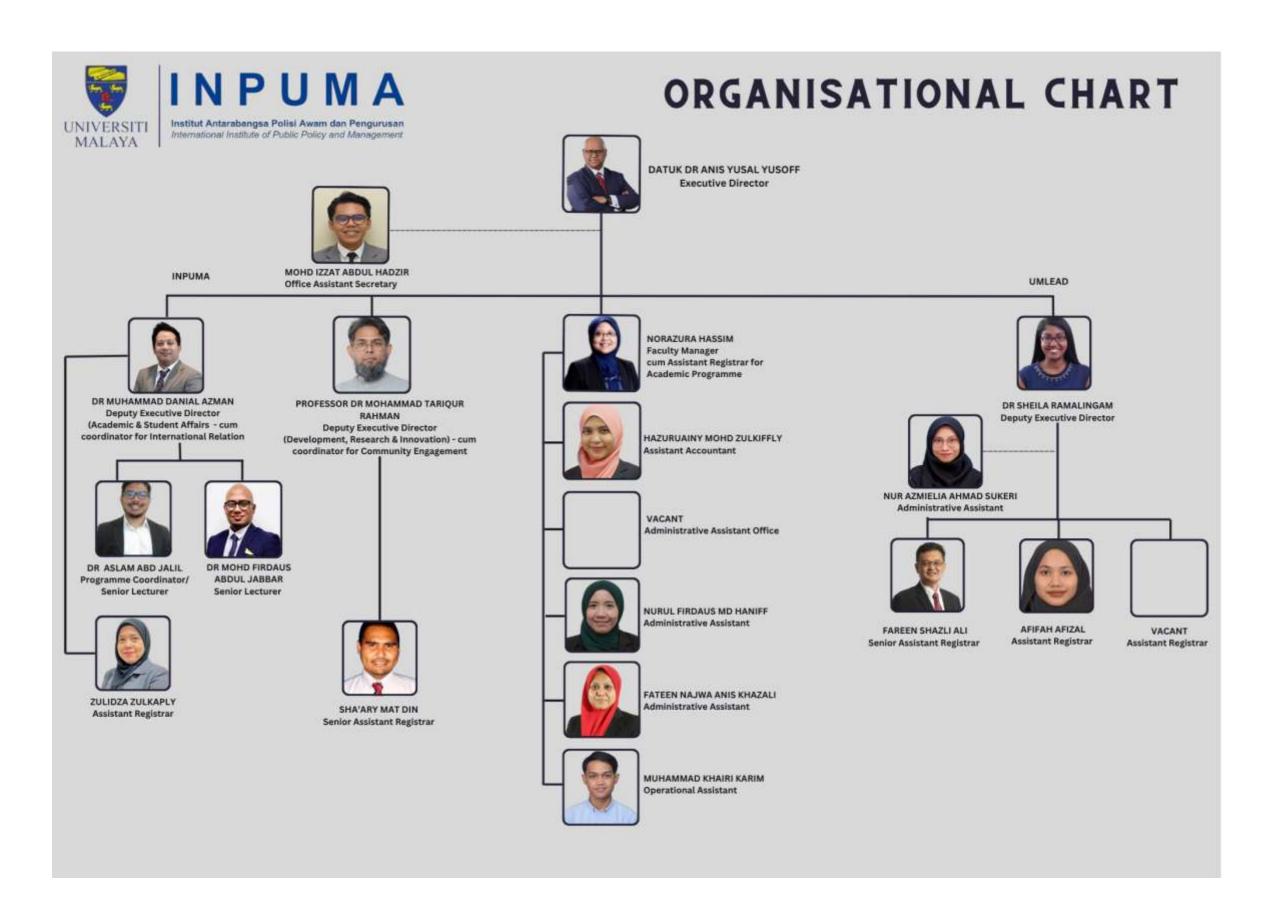
International Cooperation Programmes: These are human capital development programmes conducted under the auspices of the Malaysian Technical Cooperation Programme (MTCP). They are directed at providing training in capacity building, multicultural management and conflict resolution to public officials from other developing countries. Participants are also exposed to Malaysia's unique development experience. Over the years, INPUMA has succeeded in cultivating and fostering close ties with participating governments such as the Republic of Sudan, the Republic of the Philippines, and the Islamic Republic of Afghanistan, as well as non-governmental organisations (NGOs), principally the Asia Foundation (TAF), the Commonwealth Secretariat (COMSEC), and the International Law Institute-African Centre for Legal Excellence (ILI-ACLE). In addition, existing ties with international bodies such as the Japanese International Cooperation Agency (JICA) continue to strengthen.

Conferences, Seminars and Public Lectures: These events target critical national development issues. The focus areas include leadership and management, policy-making and governance.

Short-Term Training Courses: Many short-term training courses have been conducted for senior managers, executives, and officials from the private sector and government agencies.

Research and Publication: INPUMA's latest cutting-edge research projects cover a wide range of policy issues with a particular focus on electoral politics, foreign policy and international relations, the spatial economics and geography of halal food, the socioeconomic impact of urban reconfiguration, sustainable development and environmental input evaluation.

ORGANISATIONAL CHART



ACADEMIC CALENDAR

The UM academic year consists of two regular semesters and a particular semester. Each semester is divided into two blocks by a 1-week mid-semester break with 14 learning weeks followed by two examinations. Master of Public Policy courses are open only in regular academic semesters. Enrollment is accepted every semester.

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ACADEMIC CALEND (MASTER A	AND [025/2026 A OOCTORAT NDMENT		SION	
	SEN	IESTER I			
Orientation (Week of Welcome) - WOW	1	week	05.10.2025	-	12.10.2025
Lectures	6	weeks*	13.10.2025	-	23.11.2025
Mid Semester I Break	1	week	24.11.2025	_	30.11.2025
Lectures	8	weeks*	01.12.2025	-	25.01.2026
Revision Week	1	weeks*	26.01.2026	(-)	01.02.2026
Semester I Final Examination	3	weeks*	02.02.2026	3. 57 .5	22.02.2026
Semester I Break	2	week	23.02.2026	-	08.03.2026
	22	weeks	-		
	SEM	IESTER II			
Lectures	7	weeks*	09.03.2026	-	26.04.2026
Mid Semester II Break	1	week	27.04.2026	:: - :	03.05.2026
Lectures	7	weeks*	04.05.2026	7,443	21.06.2026
Revision Week	1	week*	22.06.2026	-	28.06.2026
Semester II Final Examination	3	weeks*	29.06.2026	-	19.07.2026
Semester II Break	4	weeks	20.07.2026	3. 5. 1	16.08.2026
	23	weeks	=:		
SF	PECIA	L SEMESTE	R		
Lectures	7	weeks*	27.07.2026	-	13.09.2026
Special Semester Final Examination	1	week*	14.09.2026	1	20.09.2026
Special Semester Break	1	week	21.09.2026		28.09.2026
	9	weeks	-1		

Notes:

- (1) The Module Registration and Examination Schedule can be referred to at https://umsitsguide.um.edu.my. All information is subject to change.
- (*) The Academic Calendar has taken into account public and festive holidays and is subject to change:

Deepavali 20 October 2025 (Monday) 25 December 2025 (Thursday) Christmas Day New Year 01 January 2026 (Thursday) 01 February 2026 (Sunday) Thaipusam Federal Territory Day 01 February 2026 (Sunday) 17 & 18 February 2026 (Tuesday & Wednesday) Chinese New Year 07 March 2026 (Saturday) Nuzul Al-Quran 20 & 21 March 2026 (Friday & Saturday) Eidul Fitri Labour Day 01 May 2026 (Friday) Eidul Adha 27 May 2026 (Wednesday) Wesak Day 31 May 2026 (Sunday) His Majesty the King's Birthday 01 June 2026 (Monday) Awal Muharram 16 June 2026 (Tuesday)

Awal Muharram

Prophet Muhammad's (Maulidur Rasul)

National Day

Malaysia Day

16 June 2026 (Tuesday)

25 August 2026 (Tuesday)

31 August 2026 (Monday)

16 September 2026 (Wednesday)

(*) UM PG iFest 2026 (Tuesday - Thursday)

Source: https://aasd.um.edu.my/academic-calendar

^{*}Senate August 28, 2025

MASTER OF PUBLIC POLICY

The University's vision aligns with its mission of advancing knowledge and nurturing global leaders. It aims to produce knowledgeable, skilled, and impactful graduates globally. The University's educational objectives specify competencies like expertise, critical thinking, problem-solving, effective communication, and professional behaviour, fostering holistic development and leadership with social responsibility.

The Master of Public Policy (MPP) program's objectives align with the University's vision and mission. They focus on critical policy analysis, ethical policymaking, and technological proficiency. These objectives integrate seamlessly into the University's ethos, aiming to graduate individuals who excel in policy analysis while embodying ethical values, critical thinking, and technological skills.

Programme Educational Objectives

PEO 1 Graduates display critical and analytical thinking skills and become resource references in public policy.

PEO 2 Graduates possess ethical interaction skills with various stakeholders in policy and decision-making.

PEO 3 Graduates produce innovation in public policy and management.

Programme Learning Outcomes

Upon the completion of the programme, students are able to:

PLO 1	Possess knowledge of fundamentals in the field of public policy and management
PLO 2	Display problem-solving skills through policy monitoring and evaluation.
PLO 3	Apply practical and analytical skills in mitigating current societal and policy issues.
PLO 4	Collaborate effectively as part of a team to reach predetermined goals.
PLO 5	Effectively communicate facts, ideas, challenges, and solutions to the general public and subject matter experts.
PLO 6	Competently utilise and adapt diverse media platforms and digital technologies in public policy and management.
PLO 7	Apply data visualisation and numerical elements in research and work related to policy analysis.
PLO 8	Demonstrate effective leadership in line with the current needs.
PLO 9	Engage with lifelong learning and professional development in public policy.
PLO 10	Apply social entrepreneurial and policy innovation in the public policy programme and community activities.
PLO 11	Contribute expertise professionally, ethically and with integrity in public policy and management.

Admission

A Bachelor's degree with a minimum CGPA of 3.0/4.0 or equivalent from a recognised university in any relevant field as approved by the Senate.

OR

If a Bachelor's Degree with a CGPA (of 2.50 - 2.99), must meet at least one (1) of the following criteria:

- Is a graduate of the Universiti Malaya; OR
- Have at least one (1) year of work experience in a related field; OR
- Produce publications in relevant fields; OR
- Scholarship recipients; OR
- Is a government agency employee; OR
- Pass the interview by the faculty; OR
- Pass the Faculty's special assessment

Language Requirements

International applicants are required to obtain a minimum IELTS (Academic) Band 6.5 (Band 6.0 for each component listening, reading, writing, and speaking), OR score of 79 TOEFL iBT (Centre-based), OR score of 9.5 OR TOEFL Essentials (Online), OR score of 63 Pearson Test of English (PTE) Academic, OR score of 176 B1 Preliminary, B2 First, C1 Advanced, C2 Proficiency.

Application Procedures

The application should be submitted online at https://maya.um.edu.my/sitsvision/wrd/siw ipp Ign.login?process=siw ipp app crs

All supporting documents and proof of payment for processing fees should be scanned and sent online together with the application. The Institute will not accept submissions of applications other than those stated above.

Duration of Study

Minimum: 3 Semesters Maximum: 8 Semesters

Programme Structure

Core courses: Eight (8) core courses (30 Credits) Elective Courses: Four (4) elective courses (12 Credits)

Total credits: 42 Credits



List of Master of Public Policy Courses

Course Code	Course Title	Credit Hours	<u>Assessment</u> Continuous	Method (%) Final Examination
	CORE COU	IRSES	Assessment	
ZQA7029	INTRODUCTION TO PUBLIC POLICY	3	60	40
ZQA7030	DATA ANALYSIS IN PUBLIC POLICY	3	100	-
ZQA7034	POLICY RESEARCH	8	100	-
ZQA7031	POLITICS IN POLICYMAKING	3	60	40
ZQA7017	ECONOMICS IN POLICYMAKING	3	60	40
ZQA7019	PUBLIC FINANCE IN POLICYMAKING	3	60	40
ZQA7032	LAW AND PUBLIC POLICY	3	60	40
ZQA7033	POLICY LAB (CAPSTONE)	4	100	-
	ELECTIVE CO	OURSES		
ZQA7035	LEADERSHIP AND GOVERNANCE	3	60	40
ZQA7036	POLICY ADVOCACY AND STRATEGIC COMMUNICATION	3	60	40
ZQA7037	POLICY FORESIGHT FOR SUSTAINABILITY	3	60	40
ZQA7038	PUBLIC POLICY PRACTICE	3	100	-
ZQA7039	INTERNATIONAL AFFAIRS AND FOREIGN POLICY	3	60	40
ZQA7040	DEFENCE AND SECURITY POLICY	3	60	40
ZQA7041	SCIENCE, TECHNOLOGY AND POLICY INNOVATION	3	60	40
ZQA7042	PUBLIC HEALTHCARE POLICY	3	60	40
ZQA7043	EDUCATION POLICY PLANNING	3	60	40
ZQA7044	URBAN POLICY AND COMMUNITY DEVELOPMENT	3	60	40
ZQA7045	ETHNIC STUDIES AND HISTORY IN POLICYMAKING	3	60	40
ZQA7046	MIGRATION POLICY	3	60	40
ZQA7047	WELL-BEING AND PUBLIC POLICY	3	60	40

Study Plan*

	_	Semester I		Semester II			
Year	Component	Course Code	Course Title	Credit	Course Code	Course Title	Credit
1	Core Courses	ZQA7029	Introduction to Public Policy	3	ZQA7019	Public Finance in Policymaking	3
	Core Courses	ZQA7030	Data Analysis in Public Policy	3	ZQA7032	Law and Public Policy	3
		ZQA7031	Politics in Policymaking	3	ZQA7034	Policy Research (P1)	4
		ZQA7017	Economics in Policymaking	3			
	Elective Courses**	(One elective cou	rse)	3	(Two elective course	es)	6
	Total Credit			15			16
Vary	Commonant	Semester I				·	
Year	Component	Course Code	Course Title	Credit			
2	Core Courses	ZQA7033	Policy Lab (Capstone)	4			
		ZQA7034	Policy Research (P2)	4			
	Elective Courses**	(One elective cou	rse)	3	_		
	Total Credit			11			
		Overall Total Credit					

^{*} For completion in three (3) minimum semesters **Subject to availability

DETAILS OF CORE COURSES

Introduction to Public Policy

COURSE CODE	ZQA7029
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course will deepen students' understanding of the public policy-making process, the difficulty in identifying issues, the complexity of getting agenda status and the challenges in formulating policies, especially about wicked matters like poverty. The class will look at the processes of policy formation at three levels – national, state and local. Comparative problems/issues will be explored from the ASEAN countries, other Asian countries, Europe and the Americas. Emphasis will be on current social issues. The study's approach will be analytically based, generally using root-cause analysis tools like 5Whys, 5Ws, Fishbone, etc.
COURSE LEARNING OUTCOMES	 At the end of the course, students are able to: Apply the theoretical perspectives and the reality in public policy practice. Probe policy statements and frame policy solution by way of analytical thinking. Assess the formulation of policies and the identification of failures / success at the implementation stage. Work with policy makers to formulate public policy and to advise the appropriate adoption and implementation approaches ethically.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Data Analysis in Public Policy

COURSE CODE	ZQA7030
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course offers students the tools and frameworks to analyse and address pressing challenges in an increasingly complex and data-driven world. Evidence based policymaking forms the bedrock of comprehensive public policies. In today's world, policies must be firmly rooted in data and its analysis to achieve success, efficiency, effectiveness, and impact. However, before integrating data into people centred policies, it's vital to grasp how evidence plays a role at each stage of the public policy cycle. Creating a successful public policy goes beyond relying on ideology or impulsive responses. It aims to equip students with the fundamental skills for data analysis in public policy. Students will hone their quantitative and analytical skills, positioning them for various technical, policy, strategy, and leadership roles in government, NGOs, and the private sector. Students can access valuable resources throughout the course to support their assignments and future policy research projects
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Develop a heuristic understanding of data analysis methods for evaluating policy.
	 Explore how public sector experimentation, big data, and machine learning can be utilised to design and implement effective public policy.
	3. Create a project that incorporates data analytics into public policy research.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 100% Final Examination: -

Policy Research

COURSE CODE	ZQA7034
NUMBER OF CREDITS	8
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course requires students to complete a policy research project integrating various elements from other classes, such as data analysis and foundations of public policy. Completing this writing project demands several distinct skills, including an understanding of the policy context, consideration of the concerns of diverse stakeholders, technical knowledge of analytical tools, and the ability to develop and communicate practical recommendations. Students must consult with their respective supervisors and the course coordinator to receive feedback on their policy writing progress. At the end of the course, students will present their research findings and incorporate input from the external assessor.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Analyse policy literature to translate community issues and questions into public policy.
	2. Apply elements and policy design in evidence-based research.
	3. Produce research reports on policy formation and its impact on the economy, society and the country.
MINIMUM REQUIREMENTS	Students must pass the ZQA7029 'Introduction to Public Policy' and ZQA7030 'Data Analysis in Public Policy' courses.
ASSESSMENT WEIGHTAGE	Continuous Assessment: 100% Final Examination: -

Politics in Policymaking

COURSE CODE	ZQA7031
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course provides an advanced understanding of the politics behind the policy making process and the main trends in contemporary policy making. Students examine the actors and factors that play a role in the policy-making process, including public opinion, political parties, interest groups and lobbying, and political institutions and ideas. Students evaluate empirical and comparative perspectives to understand variations in policymaking across selected national policymaking trends, including how governments introduce or reform policies. In this course, students use political science and look at policymaking studies from interrelated social science fields.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to: 1. Explain the core actors involved in policy-making systems and institutions and the
	factors that play a role in the policy-making process. 2. Evaluate the strengths and weaknesses of the different political explanations, particularly about change and variation in specific public policy areas
	 Formulate reasoned arguments, both orally and in writing, on the reasons behind the introduction or changes of policies, the variation in policy making across countries, and policy change.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Economics in Policymaking

COURSE CODE	ZQA7017
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	In this course, students will learn the basic underlying economic principles that govern public policies. In addition to learning economic theories, students will examine case studies based on real-world policies to understand the cost, benefits, and trade-offs of public policies. This will help them understand a nation's economic and social challenges and empower them to consider monetary policy in an era of digital technology, growing inequality, and environmental destruction.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	Apply suitable economics theory to undertake policy analysis.
	2. Determine appropriate economic policy analysis methods in managing data.
	3. Propose a policy action plan that meets public needs ethically.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Public Finance in Policymaking

COURSE CODE	ZQA7019
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course will expose students to the method of obtaining, placing, and using resources to support organizational programmes that are capable of fulfilling public demands. This course will emphasise budget formats, processes, and policies as well as the influence of politics in the preparation and approval of budgets.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Construct a budget that is acceptable to a public organisation.
	Analyse political influence in the preparation of the public budget taking into account effective leadership.
	3. Assess the effectiveness of public budgets and projects ethically.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Law, and Public Policy

COURSE CODE	ZQA7032
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course is designed to expose students to a broad array of scholarship, touching upon the intersection of law and matters of governance and its impact on effective public policy. Students will examine analytical relations between law and other social science fields and write policy papers on current public issues. Particular attention will be devoted to public problems like the environment, digital economy, procurement and social reform.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Explain the facts of law in the public policy making process.
	2. Analyse the legal impact on policy-making through effective public communication.
	 Assess current issues related to international laws on municipal political process and dynamics.
MINIMUM REQUIREMENTS	Not Applicable
	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

Policy Lab (Capstone)

COURSE CODE	ZQA7033
NUMBER OF CREDITS	4
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	The Policy Lab is a place for students to develop expertise in solving problems related to civil society. This lab explores students' ability to work with policymakers and non-policymakers to address pressing policy problems. The policy lab will be held through a grassroots approach where policymakers, students and beneficiaries will codesign new solutions based on data and evidence. This lab teaches students to examine why specific policies do not work and teaches them to evaluate the policymaking process that ultimately shapes policy decisions. The experience of running the Policy Lab can help students expand their professional networks before graduating again.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Determine the gaps in the making process through issue diagnosis and stakeholder analysis.
	Analyse policy issues through professional and ethical collaboration with multiple stakeholders, target groups, and beneficiaries.
	3. Write an effective policy brief to be presented to identified stakeholders.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 100%
ASSESSMENT WEIGHTAGE	Final Examination: -

DETAILS OF ELECTIVE COURSES

Leadership and Governance

COURSE CODE	ZQA7035
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course introduces students to leadership and governance action components in the interaction between public and private organisations. It considers options and limitations from the perspectives of values-driven leadership and new management practices in public policy.
COURSE LEARNING OUTCOMES	 At the end of the course, students are able to: Apply the central leadership and governance ideas in the public policy formulation. Analyse the mid-and long-term leadership and governance issues in the public sector. Evaluate the leadership and governance capabilities and limitations in the public sector ethically.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Education Policy Planning

COURSE CODE	ZQA7043
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	In this course, students will be introduced to the fundamental concepts of education policy, including its elements and structure. Students explore and analyse the identification of education framework policy from national and international perspectives, encompassing implementation, review, evaluation, and adjustments. A case study on the formulation and development of education policy will be presented, focusing on policy goals and their relation to the law and governance. Additionally, students examine the education policy framework, reforms, and transformations in the context of the role of ICT, human resource development, and socio-economic development planning, all within the broader context of national development strategies.
COURSE LEARNING OUTCOMES	 At the end of the course, students are able to: Analyse education policies by interpreting their direction, goals, strengths, weaknesses, and associated issues Assess how education policy issues relate to national socioeconomic development and the average literacy of the public. Evaluate the achievement of goals set in policy implementation and necessary adjustments to align existing policy progress with current educational trends.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Urban Policy and Community Development

COURSE CODE	ZQA7044
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	Throughout the public policy cycle, this course examines the relationship between urban issues, policies, and community development. Urban issues include urban poverty, homelessness, housing, city planning, urban forests, community concerns (such as stray animals and crime reduction), waste management, transportation and road safety, consumerism, sustainable lifestyles, and various emerging local issues. Students will explore complex policy coordination across different government levels and the inter- and intrabureaucratic dynamics of discussions, negotiations, and public hearings between government and non-government entities. Additionally, students will evaluate a series of public policy initiatives that focus on geographical areas instead of specific client groups. The course is framed within the context of contested meanings and politics, reflecting and shaping current understandings of urban life, as well as the increasing overlapping jurisdiction of federal, state, and local governments in Malaysia and other countries. Urban policy and community development unravel the social, economic, political and technological issues associated with urban living, leveraging the urban environment as a catalyst for real change and sustainable development.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to: 1. Develop a comprehensive understanding of urban issues related to policy design, implementation, and evaluation.
	 Examine the potential benefits and challenges of active citizenship and community participation when negotiating with public authorities during public hearings and in the context of the ombudsman. Assess policy interventions, socioeconomic assumptions, and procedural and substantive implications for urban policy improvisation and sustainable community development.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

International Affairs and Foreign Policy

COURSE CODE	ZQA7039
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course introduces students to foreign policy as an extension of public policy. Students will assess factors influencing foreign policy, including national interests and the concept of soft power. Students will also explore various tools used in foreign policy, such as diplomacy, economic measures, propaganda, communication, and the use of force. In addition to learning about the processes, actors, institutions, and outcomes of foreign policy-making, students will evaluate the connections between foreign policy and a state's capabilities within the international system, with particular attention to Malaysia and other major countries. Throughout the course, various traditional and non-traditional international phenomena and transnational issues will be examined at multiple levels of analysis, including global, regional, national, and sub-national. Students will explore state dynamics and participation in comparative regionalism, international organisations, and various multilateral arrangements in international relations. Discussions will also highlight the Malaysian perspective on international relations in Southeast Asia, East Asia, South Asia, the Middle East, and Central Asia, as well as topics such as South-South Cooperation, BRICS, geopolitics,
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Explain the linkages between foreign policy as an extension of the public policymaking process and its implications on national interest
	 Examine the various international phenomena, regional arrangements, multilateral conducts, and transnational issues related to malaysia's foreign policymaking processes and output.
	 Evaluate implications of significant and new international affairs developments, issues and actors, including major power rivalry, digital economy, dispute settlement and conflict management.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Well-Being and Policy

COURSE CODE	ZQA7047
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course examines the importance of implementing national accounts of well-being to assist public policy makers and individual citizens in making better decisions. Wellbeing is defined as people's evaluations of their lives, encompassing life satisfaction and happiness. It is akin to utility in transdisciplinary approaches from philosophy, politics, economics, sociology and society. Throughout the course, students will explore the significance of well-being across various policy areas, including gender inclusivity, support for people with disabilities, special needs, caregivers, active ageing, occupational safety, environmental harmony, lifespan and happiness, empathetic approaches to inequality and diversity, socioeconomic justice, work-life balance, and overall quality of life. Each area includes examples of issues where measures of well-being can provide relevant information for policy-making. Measures of well-being can empower individuals to make informed public choices in organisations, states and society. Importantly, well-being assessments can guide decision-makers in business and government to formulate sustainable policies and pragmatic regulations to enhance society's quality of life
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Understand that well-being measures complement existing socioeconomic indicators and recognise their role in enhancing rather than replacing them.
	Analyse the key approaches and multiple dimensions of well-being to apply effective policies that improve quality of life.
	 Evaluate how individual welfare issues influence public debates, government policies, and the assessment of societal conditions
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60%
	Final Examination: 40%

Ethnic Studies and History in Policymaking

COURSE CODE	ZQA7045
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course will highlight the significance of understanding ethnicity and history in public policy. Students will learn to analyse key historical events and incorporate ethnicity and other demographic factors when designing, implementing, and evaluating public policy programs. The course will examine the complexities of policy making and implementation in pluralistic or multicultural societies, particularly in developing countries or political systems that overlook socio-political identities, hindering meaningful political participation. While history provides context for policy formation, ethnicity and other minority identities can facilitate or impede citizen empowerment and genuine public engagement.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Explore the nexus between history, ethnicity and other demographic variables in public policy design, implementation and evaluation.
	Analyse historical contexts and ethnic considerations in policy making cases from malaysia and other countries.
	3. Assess the implications of history and ethnicity on policy making and active citizenship in plural societies.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

Public Policy Practice

COURSE CODE	ZQA7038
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This policy outbound course exposes students to the policy formulation process, institutions and actors in other countries through a selected case of a country study visit. Before the visit, students must attend preparation briefings, country case studies, guest lecture seminars and logistic clearance before departure. During the visit, students will be exposed to the policy making implementation structure, culture and context of the selected country's domestic and foreign affairs. This public policy practice teaches students to appreciate and understand the public policy culture and context of others and learn the process of covering the challenges of changing issues to become public policy. After the visit, students will attend post-outbound classes to reflect on their journey, experience, and instructive lessons in group discussions, seminar presentations, and individual writing.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Determine the gaps in the policymaking process of an identified case study of the visited country.
	Analyse policy findings and lessons from the visited country with professionalism and ethics.
	 Write a reflective policy seminar paper based on understanding and experience researching policy from the visited country.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 100%
ASSESSMENT WEIGHTAGE	Final Examination: -

Policy Advocacy and Strategic Communication

COURSE CODE	ZQA7036
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course introduces students to a strategic approach to communicating with and influencing public policy audiences. It focuses on identifying communication objectives and key audiences while crafting evidence-based messages that align with original or revised policy goals. Students will learn how to communicate effectively with policymakers and non-technical audiences through various written formats suitable for different media platforms. They will discover that simple writing makes their messages more compelling and will learn how to structure a policy brief. Additionally, the course teaches students how to engage with policymakers through formal policy presentations. Lectures will cover the principles of effective oral communication and visual aids, which are essential for developing impactful policy presentations. Strategic communication in public policy also involves acquiring knowledge and skills to negotiate policy commitments and monitor their implementation. Students will learn to adapt their approach during negotiation, focusing on influencing budget changes among public agencies or other policyrelated organisations. The essential media and communication elements are crucial for understanding and applying skills in policy advocacy and strategic public communication.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Identify a policy goal, change, and audience when designing and writing communication strategies for public audiences.
	 Learn to formulate policy-relevant implications and recommendations based on evidence in effective policy briefs or communication across different media platforms.
	Evaluate effective strategies and barriers that may have contributed to the success/failure of policy communication and negotiation efforts.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Policy Foresight for Sustainability

COURSE CODE	ZQA7037
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course provides students with essential foresight knowledge, tools, and their application in sustainable public policy. Humans possess an incredible ability to envision the future, and while most foresight tools tap into this capacity, they often do not explicitly support it. Policy foresight for sustainability places the desire to model and visualise the future at the core of the foresight process, addressing practical issues that arise during its use. Students will learn about various techniques, including explorative scenarios, horizon scanning, megatrends, Delphi analysis, and wild cards. More importantly, they will discover how to transform foresight into strategic foresight, making policy foresight products valuable for sustainable public future planning.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
COURSE LEARNING OUTCOMES	1. Explore various foresight tools throughout the public policy cycle and design.
	 Integrate the rigorous and systematic application of foresight tools in complex policy
	 Assess the implications of foresight studies on realistic development and sustainable policy recommendations.
MINIMUM REQUIREMENTS	Not Applicable
ACCECCMENT WEIGHTAGE	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

Defence and Security Policy

COURSE CODE	ZQA7040
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	This course offers students a comprehensive exploration of the theories, practices, and structures underpinning regional and international systems, focusing on the security and defence policies of selected countries within a complex and evolving geopolitical landscape. Students will examine a broad spectrum of security threats faced by states and societies, from traditional military concerns to non-traditional challenges such as economic instability, environmental crises, cybersecurity risks, and transnational terrorism. Key concepts, including national security, international security, human security, and the securitisation of various issues, will be critically analysed. The course adopts regional and global perspectives, enabling students to contextualise security and defence policies within multilateral frameworks, alliances, and geopolitical dynamics. Through case studies and policy simulations, students will develop analytical, strategic, and decision-making skills essential for designing effective security and defence policies. By the end of the course, students will gain a nuanced understanding of the relationship between policy and security, equipping them to address complex security challenges in an interconnected world.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	 Apply principles and approaches to create a sustainable security agenda and implement effective defence policy management.
	 Assess contemporary security issues, key actors, and their impacts on defence policymaking and civil military relations.
	3. Evaluate defence capabilities and preparedness in response to complex and multidimensional security threats.
MINIMUM REQUIREMENTS	Not Applicable
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%

Science, Technology and Policy Innovation

COURSE CODE	ZQA7041
NUMBER OF CREDITS	3
STUDENT LEARNING TIME	120 HOURS
COURSE SYNOPSIS	In this course, students will learn how science and technology (S&T) influence nearly every aspect of human society, making them crucial in shaping public policy. Additionally, policy innovation plays a significant role in industrialisation and development. The course will explore S&T's development through its integration into human life and industrial applications governed by national and international policies. Drawing on experiences from Malaysia and other countries, this course will expose students to S&T policy innovation from a national and international perspective across various topics, including space, cyber and digital technology, biotechnology, artificial intelligence, data science, and science diplomacy, as well as Industry 4.0 and its implications for well-being and sustainability.
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:
	1. Analyse both national and international science and technology policy.
	2. Evaluate the progress and challenges in policy innovation and industrialisation.
	 Recommend policy considerations for sustainable industrial development utilising emerging technologies.
MINIMUM REQUIREMENTS	Not Applicable
	Continuous Assessment: 60%
ASSESSMENT WEIGHTAGE	Final Examination: 40%

Public Healthcare Policy

COURSE CODE	ZQA7042		
NUMBER OF CREDITS	3		
STUDENT LEARNING TIME	120 HOURS		
COURSE SYNOPSIS	This course is designed to meet the needs of scholars who are interested in understanding the health systems & policies of a prototype nation state and its interactions with the global health architecture. The module is divided into three sections: components of a health system; the health policy-making framework; and the interactions between a nation-state and the elements of the global health architecture. This module focuses slightly on Malaysia while understanding the international nature of MPP scholars.		
COURSE LEARNING OUTCOMES At the end of the course, students are able to:			
	 Apply the six building blocks of a country's health systems and their interactions inside and outside the system. 		
	 Analyse the health policy making framework inside and outside the health agencies, especially regarding health's social, economic, and political determinants. 		
	3. Interpret health policies professionally using global health frameworks through economic, political and geopolitical lenses.		
MINIMUM REQUIREMENTS	Not Applicable		
ASSESSMENT WEIGHTAGE	Continuous Assessment: 60% Final Examination: 40%		

Migration Policy

COURSE CODE	ZQA7046	
NUMBER OF CREDITS	This course explores the nexus between migration and public policy, examining its positive and negative effects through case studies in Malaysia and other countries. Students will assess migration impacts on social dynamics as well as economic and political stability. The course also delves into the issues surrounding social diversity and public support for welfare, focusing on settlement and integration policies for migrants and related state policies. Additionally, students will analyse the connections between migration, trade, foreign direct investment, globalisation, public opinion, education, and welfare programmes. Finally, students will learn about engaging with host states and managing migration across various levels, including its relationship with the economy and security of the transit and origin countries.	
STUDENT LEARNING TIME		
COURSE SYNOPSIS		
	At the and of the accuracy abundants are able to	
COURSE LEARNING OUTCOMES	At the end of the course, students are able to:	
	 Explain the nexus between immigration, citizenship, economy, social and security policies. 	
	 Evaluate the implications of supporting and opposing migration, diversity and inclusion-related policies. 	
	 Analyse international and national migration regulations and policy arrangements on state and non-state actors. 	
MINIMUM REQUIREMENTS	Not Applicable	
	Continuous Assessment: 60%	
ASSESSMENT WEIGHTAGE	Final Examination: 40%	

POLICY RESEARCH

Policy Paper

MPP students enrolled in the *ZQA7034: Policy Research* must submit a policy paper. Policy papers provide a reputable viewpoint and informed-based evidence of policy or answers to a policy problem. A non-academic audience, such as a particular official, agency, or organisation, is typically the target audience for policy papers. They frequently concentrate on directive queries. They might start by identifying a specific problem or circumstance and then usually make a case for a solution to deal with it. Policy papers frequently place a strong emphasis on persuasion. The goal is to persuade the target audience that your viewpoint is legitimate. Evidence in support of a position is crucial. This is also important for research papers but tends to be critical in policy papers. Policy papers are written efficiently.

The policy paper project must be completed over two consecutive semesters without a gap between them. At the end of semester 1, students are expected to present their policy proposal writing, and an individual supervisor will be assigned to each student. Upon completing the first part of the ZQA7034 Policy Research (P1) in the first semester, students are expected to continue their research and register for the second part (ZQA7034 P2) in the second semester. Policy research must be completed in Part 1 and Part 2 over two semesters. The **prerequisite to register** for the first part (P1) of ZQA7034: Policy Research is that the student must complete and at least pass (Grade B/65%) ZQA7029: Introduction to Public Policy and ZQA7030: Data Analysis in Public Policy. At the end of the second semester ZQA7034 P2, students must present their policy findings, where both supervisors and reputable external assessors from relevant policy industries will provide their comments and feedback to improve the quality of the student's policy writing before the official final submission of the policy report.

Guideline of Policy Research Papers

Policy papers may take the form of strategic briefing papers, which typically provide a policymaker with an overview of an issue or problem, targeted analysis, and, often, actionable recommendations. The policy research task usually accompanies an oral presentation that targets crucial findings or recommendations. The policymaker then refers to the extended paper for the deep policy model analysis that supports the core findings and recommendations. For the **proposal**, the maximum number of words will be **at most 2000 words** (including citation and list of references), and the **actual policy research** will be between a minimum of **14,000 and 17,000** words maximum (including citation and list of references). The APA Style (latest edition) will be the only acceptable citation format and list of references.

Students must comply with the UM academic honesty policy (refer to the university's examination and academic misconduct policy from the UM MASD website). Therefore, the average **Turnitin report** with the maximum index of **similarity report is at most 25%** in the final policy research. The standard UM **guideline for the writing format** will be font Arial size 12 and double space with justified paragraphs divided into several chapters and headings with a single chapter. Consistency of British English is expected through the policy paper's writing format. Apart from the table of contents, there should be a separate list of tables/graphs/charts (aggregated data, figures and statistics), illustrations (pictures, screenshots, maps and visuals) and abbreviations. The use of words other than English must be italicised.

Using **generative Artificial intelligence** (AI) software or applications in writing should not be misused or lead to unethical usage, such as copying and pasting without any effort to construct your original thoughts and ideas. Illegal and wrong prompts of AI usage in academic writing will translate into a higher rate (**more than 25%**) of similarity index in your Turnitin. Nevertheless, language editing or software used to proofread the language clarity and conciseness of the work is permissible, especially if English is not your first language.

Elements and Chapter Outline of the Policy Research Paper

Title, Abstract and Keywords

Start your policy paper with a concise abstract (**200 words or less**) and at most **five keywords**, focusing on crucial objectives, methods and significant findings or policy recommendations. Ensure it covers the current policy situation, the pros and cons of proposed changes, and explicit recommendations. Keep it within 5% of the total paper length. The chapter outlined in the policy paper will be divided into the following chapters:

Chapter 1 includes elements of the Introduction, Policy statements, Research Objectives, Questions and Hypothesis as follows:

<u>Introduction</u>

Begin with the background of the issues and policy issues the paper investigates and explores, including justifications and factual backgrounds of the "Who/What/Why/How" heuristic or Fishbone techniques. Acknowledge the target audience and the problem's significance, define operational critical terms in the title, and discuss policy limitations. Highlight reasons for conducting the research and outline existing policy options and trends.

Policy Statement

Provide historical, legal and governance context for the focused policy issue, its origin, and critical incidents. Explain why the problem is essential for society and policymakers. Refer to current policy perspectives and relevant scholarly findings to the topics.

Research Objective, Question and Hypothesis

In the point form, immediately introduce at least two to three research objectives, questions, and plausible hypotheses that will be explored or investigated under your policy probing.

Chapter 2 includes elements of the Literature Review and Methodology as follows:

Literature Review

Concise, coherent and thematic group discussions of crucial literature (current policy practices, best practices, and scholarly works) on the policy topic under investigation. The writing shouldn't be descriptive and detailed.

Methodology

Briefly describe your research methodology, reserving primary and secondary data collection techniques and justification for the selected methods involved. Discussion can explain how the methods are connected to strategies for data analysis and how the analysed data answers your research questions and addresses your research objectives. If a hypothesis is involved, elaborate on the equation and how your analysed data responds to your hypothesis. Sample size, demographic variables and case studies using both quantitative and qualitative methods must be rationalised and explained soundly. Basic and standard expected ethics, permission and concerns during the fieldwork and data-collecting activity must be documented and well-illustrated. Gantt Chart and Risk Mitigation actions must also be provided in the writing and presentation slides of the student's policy research. Students are encouraged to integrate significant data analysis software in the output productions of the graphic visualisation of the writing and presentation slides. If languages other than English are used throughout the fieldwork and data collection activity, reputable and professional language translation of the data into English must be shown and provided during the methodological discussion of the work.

Chapter 3 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:

Policy Analysis Part 1: Explaining

Analyse the issue, its consequences, evidence for policy change, its impact on various populations and society, and incredibly immediate stakeholders relevant to the policy under investigation. Immediate findings and discussion should explore descriptive statistics or thematic analysis of the primary interviews. Direct quotations of the interviews and selected respondents of the surveys can be highlighted as they are crucial and valuable to the debate, issues, and discussions raised.

Policy Analysis Part 2: Probing

Extended from the first part of policy analysis, the probing section evaluates current policies, addressing their effectiveness, supporters, flaws, and opponents—transition to the policy options section. Discussion and analysis must include selected public policy models, tools, styles, cycles, or frameworks. Impactful elements from best global policy practices and trends, such as Sustainable Development Goals (SDG) targets and reports for the case study under investigation, Human Development Index (HDI) and other authoritative international reports and measurement matrixes, can also be incorporated.

Chapter 4 includes elements of the first and second parts of Policy Analysis: Explaining and Probing the Policy Problems as follows:

Policy Options and Implications

Suggest two or three alternative solutions, analyse their strengths and weaknesses, and discuss supporters and opponents. Explain why some alternatives have yet to be implemented. Discussion of this section also explores three significant implications: a) public financial estimation cost from your policy recommendations, b) legal implications, including proposing new laws or existing legal amendments of relevant acts, statutes and regulators, and c) human resources implications of your posted recommendations.

Realistic Strategies and Expected Targets in Choosing the Best Policy Options

Detail the mechanics and realistic timeline strategies for implementing your recommendations. Address any risks, costs, or obstacles. This section may be integrated into the recommendations or presented as reasons for the best policy options.

Chapter 5 served as the concluding remarks and summarised several findings of your policy research as follows:

Conclusion

Recap the goal and significance of your policy analysis and highlight the consequences of acting or not acting on your recommendations. Discuss each policy strategy's expected output, impacts, and key recommendations.

After Chapter 5, additional sections or segments must include the following elements:

Appendices

Include a summary of survey data, interview questions, charts, graphs, and case study details that support your analysis.

References

Use the latest edition of the APA style to produce in-text (parenthetical) citations and a reference list.

Advice in Writing Your Policy Paper

In crafting your policy paper, consider these key elements to structure your analysis and argument effectively:

- 1. Define the Problem: Clearly define the issue, emphasising its urgency and significant data-based findings. Prioritise objectivity and avoid overstatements.
- 2. Data Analysis: Do not just present data; analyse it thoroughly, explaining how you derived your findings or recommendations from qualitative or quantitative data. Ensure your data is replicable.
- 3. Summarise Findings/Recommendations: Present specific recommendations or findings in response to particular problems, avoiding generalisations.
- 4. Criteria for Evaluation: Establish criteria for evaluating data, explaining the underlying assumptions and methodology. Prioritise the criteria used to assess evidence.
- 5. Theory of Change: If providing recommendations, develop a theory of change. Analyse options and trade-offs according to your methodology, assessing their feasibility.
- 6. Pros and Cons: Evaluate your recommendations' pros and cons, feasibility, and predictable outcomes.
- 7. Logic Model: Develop a logic model to support your analysis, using relevant data to bolster your assertions.
- 8. Address Counterarguments: Acknowledge and, when appropriate, rebut counterarguments, alternative interpretations, and reservations. Your credibility relies on addressing potential challenges.
- 9. Suggest Next Steps: Propose the following steps and discuss the implications of your findings or recommendations. Consider the feasibility of these steps and explore the broader implications of your analysis.
- 10. Concluding Section: Summarise your conclusions concisely in a concluding section. Remind the reader of the research's value and the urgency for action, answering the "Who cares?" question. Tailor your perspective to align with the decision-maker's primary concerns.

Remember that your policy paper should demonstrate your expertise in the subject matter and effectively communicate your analysis and recommendations to your target audience, including decision-makers in the field. In summary, ensure your policy paper is formal, concise, well-organised, logical, well-researched, well-supported, well-written, and well-argued.

Guidelines for the Preparation of Research Project

Candidates are required to refer to and adhere to the guidelines for the preparation of policy research reports/research projects set by the University's guidelines for Research Projects.





Presentation of Policy Papers and Policy Briefs by MPP students to external assessors representing relevant stakeholder representatives from various government agencies and ministries.

ACADEMIC INTEGRITY AND ACADEMIC DISHONESTY

Academic integrity requires that all ideas, concepts and knowledge drawn from others are acknowledged appropriately. Dishonest practice about work submitted for assessment (including all coursework, tests and examinations) is taken very seriously at Universiti Malaya. All students must understand the requirements applying to particular assessments and also understand and follow acceptable academic practice. Any breach of established requirements or acceptable practice – whether intentional or arising through a failure to take reasonable care – will result in action being taken against those involved. These integrity guidelines apply to assessment areas in all registered courses of the MPP programme.

Plagiarism

Plagiarism is one form of dishonest practice. Plagiarism is copying or paraphrasing another person's work and presenting it as one's own – intentionally or through a failure to take proper care. Being party to someone else's plagiarism (by allowing them to copy your work or by helping them plagiarise for an assessment) is also a dishonest practice. All students are responsible for being aware of acceptable academic practice about using material prepared by others and taking all necessary steps to ensure that no breach of acceptable practice occurs. Part of your study at university is about developing your thoughts and ideas. When you use other people's words or ideas in your work, you must reference them correctly. Plagiarism may occur when:

- 1) One's idea is taken word for word from an article or book that has been published.
- 2) The idea of a person from an article or book is taken using his own words.
- 3) A person's idea is taken from conferences, seminars, forums, talks or informal discussions between two parties.
- 4) Data, diagrams, tables, photographs or any other illustrative material derived from others is taken as if it were his own.

Any student involved in dishonest practice is liable to face disciplinary action under the University's regulations. A range of penalties is established by those regulations, including forfeiture of marks for the piece of work submitted, a zero grade for the paper, or, in extreme cases, exclusion from the University. All students are expected to understand the rules on plagiarism at Universiti Malaya fully, and detected cases will be pursued fully. Postgraduate candidates are strongly advised to read the 'How to Avoid Plagiarism: A Handbook for Postgraduate Students', which outlines the rules and regulations about acts of plagiarism.

Turnitin as a Plagiarism Checker

You should check your research project using the University's Turnitin software to ensure you are paraphrasing and acknowledgement of others' work is appropriate. If you do not, your work may be checked as it goes through the examination process. Turnitin is a plagiarism detection tool that can report matches between sections of students' work submitted to it and material on a comprehensive database to which TurnitIn has access. This includes material on the internet and other students' assignments previously submitted to Turnitin. In most cases, the similarity index percentage for all postgraduate students at Universiti Malaya must **not be more than 25%.**

MPP STUDENT ACTIVITIES

The Master of Public Policy (MPP) students enjoy the benefits of being part of an international institute that runs an academic programme and acts as a hub of policy discourse that attracts various stakeholders, policymakers and academicians worldwide. As such, INPUMA's programmes and activities often serve as opportunities for students to build their character and leadership, exercise negotiation and critical thinking skills, and teach their sense of belonging and responsibilities.



MPP students delivering policy research presentation under a core course of ZQA7028 (2024)

STUDENT EXCHANGE PROGRAMME

Global Exchange Opportunities

The Master of Public Policy program at INPUMA offers a unique and enriching educational experience for its students, including the exciting opportunity to participate in student exchange programs with prestigious universities that have signed Memorandums of Understanding (MoUs) and Memorandums of Agreement (MoAs) with Universiti Malaya. Among these esteemed host institutions are the School of Public Affairs at Sciences Po University and the Willy Brandt School of Public Policy at Erfurt University. These exchange programs provide INPUMA's Master of Public Policy students with a global perspective on public policy, fostering cross-cultural understanding and academic excellence. Through these partnerships, students can engage in a wide range of educational and cultural experiences, enhancing their knowledge and skills in the field of public policy while immersing themselves in the diverse and vibrant academic environments of these renowned institutions. This collaborative approach underscores INPUMA's commitment to preparing future leaders in public policy with a well-rounded and internationally informed education.

Transfer of Credits

Students should choose courses in the host institution that are equivalent to the courses offered by INPUMA. Students are requested to obtain prior approval for the courses at the host institution for credit transfer consideration. Upon returning to UM, students may apply for credit transfer by submitting the transcript from the host institution.

Eligibility

- 1) Students who have completed their second semester and have achieved a Cumulative Grade Point Average (CGPA) of 3.50 and above are eligible to apply.
- 2) Students must be registered as full-time students with the host institution for the duration of the exchange programme.
- 3) The Dean of the Faculty is given the authority to accept any person as a mobility programme candidate subject to the following requirements:
 - a) Be registered for up to one academic session.
 - b) Candidates may register for any courses and sit for the University final examination. The examination results will be given to the candidate or sent directly to his university or institution.

Duration

The exchange programme lasts one semester, approximately four to five months.

Fees

Tuition fees will have to be paid to the host institution.

Details of the exchange programme can be obtained from the Global Enrichment and Mobility (GEM) Division, Universiti Malaya, at https://gem.um.edu.my/#

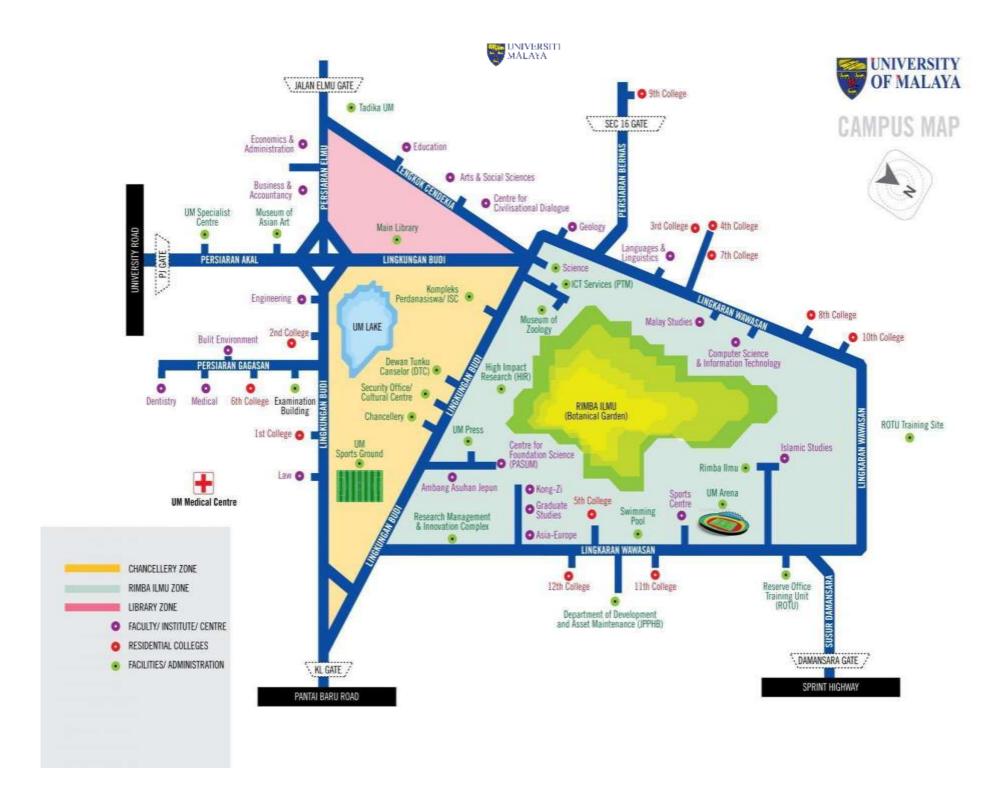




SUPPORT SYSTEM AND ACADEMIC ADVISOR

- a) As part of teaching and learning, each student will receive an Academic Advisor (AA) to guide their academic plan, including selecting courses and determining their credit loads before the semester starts. The AA will emphasise their academic success and assist them in overcoming any academic challenges they face.
- b) Students are required to meet with their respective AA at least two times each semester, ideally around Week 3 or 4 and again by Week 12. They are responsible for contacting their AA to schedule an in-person or online appointment. Most AAs can be reached via their university email.
- c) Following the initial meeting with the AA for a specific semester, students must discuss their academic plans and share any concerns that may be troubling or need guidance.
- d) Discussion topics may include academic progress, study-related challenges, health and mental well-being, special needs or support systems, and other factors affecting student life and educational advancement on campus. If the issues are deemed sensitive, AAs will obtain student consent to refer these matters to the appropriate university officer or authorities for necessary action or support.
- e) Students should contact the AA regarding anticipated problems before discussing their concerns with other university staff or friends. The AA will guide them toward the proper channels or suitable university resources.
- f) Students experiencing challenging academic progress, those with a CGPA (Cumulative Grade Point Average) below 3.00, or individuals currently Under Observation (UO) must consistently report their academic progress and related issues to their AA. Guidance regarding additional, more focused counselling sessions with a University Counsellor from the Counselling and Guidance Section, Division of Student Affairs and Alumni (HEPA) will be provided if deemed necessary.
- g) Please visit the INPUMA's website for the AA list and download the recorded meeting form. If you need further information or assistance, please contact the MPP Programme Coordinator, Dr Aslam Abd Jalil (aslamaj@um.edu.my).

UNIVERSITI MALAYA CAMPUS MAP



IMPORTANT LINKS

1.	INPUMA's official website	https://inpuma.um.edu.my/
2.	MAYA Portal MAYA is the University's Academic Portal.	https://maya.um.edu.my/
3.	UMSItS Guide UMSItS Guide provides applicants, students, lecturers, and staff with the latest information and procedures.	https://umsitsguide.um.edu.my/
4.	Academic Services Department (MASD) One-stop centre for all academic services for local and international students of all levels.	https://aasd.um.edu.my/
5.	Helpdesk A platform for all technical enquiry.	https://helpdesk.um.edu.my/
6.	E-Learning	https://spectrum.um.edu.my/
7.	Finance/ Bursary	https://bendahari.um.edu.my/

CONTACT INFORMATION

Opening Hours:

Monday – Thursday 8.30 a.m - 1.00 p.m 2.00 p.m - 5.30 p.m

Lunch Break 1.00 p.m - 2.00 p.m

Friday 8.30 a.m - 12.15 p.m 2.45 p.m - 5.30 p.m

Lunch Break 12.15 pm - 2.45 pm

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