



جامعة السلطان الشريف علي الإسلامية
UNIVERSITI ISLAM SULTAN SHARIF ALI
SULTAN SHARIF ALI ISLAMIC UNIVERSITY

BORANG PENDAFTARAN PROGRAM MINOR / *Minor Programme Registration Form /*

استمارة التسجيل لبرنامج المواد الفرعية

1. MAKLUMAT PELAJAR (Diisi oleh Pelajar)

STUDENT DATA

بيانات الطالب (يملؤها الطالب)

Nama/ *Name/* ::.....

الاسم

No. KP / *IC*

No. /

::.....

رقم البطاقة

الشخصية

No

Pendaftaran /
Student ID /

::.....

رقم التسجيل

Tahun /

Semester

::.....

Year / Semester

السنة / الفصل

Fakulti /

Program

::.....

Faculty/

Programme

الكلية/ البرنامج

No. Telefon

Bimbit /

::.....

Mobile Phone

No. /

رقم الهاتف المحمول

No. Telefon

Rumah /

::.....

Home Phone

No. /

رقم هاتف المنزل

Emel / *Email /*

::.....

البريد الإلكتروني

2. REKOD PENCAPAIAN AKADEMIK PELAJAR*/ *ACADEMIC RECORD**

السجل الأكاديمي للطالب

Bil	SEMESTER	GPA	CGPA
رقم	الفصل	المعدل	المعدل التراكمي

*Transkrip Keputusan Peperiksaan Hendaklah Disertakan.

**Result transcript is to be submitted with this form.*

*كشف الدرجات لا بد أن يرفق مع هذه الاستمارة *

3. PROGRAM MINOR YANG DIPOHONKAN / *MINOR PROGRAMME APPLIED:*

البرنامج الفرعي المطلوب

Nama Program Minor /
Title of Minor Programme / :.....
اسم البرنامج الفرعي

Fakulti yang Menawarkan /
Faculty of Minor Programme / :.....
اسم الكلية

Cadangan Semester
Memulakan Program Minor
*/ Proposed Semester of
Minor Programme /* :.....
الفصل الدراسي المقترح للبرنامج
الفرعي

4. SOKONGAN KETUA PROGRAM PRASISWAZAH /
RECOMMENDATION BY FACULTY HEAD OF PROGRAMME (UNDERGRADUATE) /

توصية رئيس برنامج البكالوريوس بالكلية

Saya menyokong / tidak menyokong* permohonan pelajar ini untuk mendaftar Program Minor yang dipohonkan /
I recommend /do not recommend this student to undertake the applied minor programme.*
/

أوصي / لا أوصي* هذا الطالب بأن يأخذ البرنامج الفرعي المختار

Ulasan (jika ada) / :
Comment (If any) /

التعليق (إن وجد) :

Nama / Name/ :

الاسم

Tandatangan/

Signature/ التوقيع : *Tarikh/ Date/ التاريخ* :

5. PENGESAHAN DEKAN (fakulti asal) /
ENDORSEMENT BY DEAN OF FACULTY (applicant's faculty) /

اعتماد عميد الكلية (كلية الطالب)

Fakulti menyokong / tidak menyokong* permohonan pelajar ini untuk mendaftar Program Minor yang dipohonkan.
The Faculty recommends /does not recommend this student to undertake the chosen minor programme. /*

الكلية توصي / لا توصي* هذا الطالب بأن يأخذ البرنامج الفرعي المقترح

Ulasan (jika ada) / :
Comment (If any) /

التعليق (إن وجد) :

Nama / Name/الاسم :

Tandatangan & Cop *Tarikh/ Date/ التاريخ*
Dekan / *Signature & Official* :

Stamp / الختم / التوقيع :

6. PENGESAHAN DEKAN FAKULTI YANG MENAWARKAN MINOR /
ENDORSEMENT BY DEAN OF FACULTY OF MINOR PROGRAMME /

اعتماد عميد الكلية (البرنامج الفرعي)

Fakulti menyokong / tidak menyokong* permohonan pelajar ini untuk mendaftar Program Minor yang dipohonkan. /

The Faculty recommends /does not recommend this student to undertake the applied Minor Programme. /*

الكلية توصي / لا توصي* هذا الطالب بأن يأخذ البرنامج الفرعي المقترح

Ulasan (jika ada) /
Comment (If any) /

التعليق (إن وجد)

Nama / *Name*/ الاسم
.....

Tandatangan & Cop Tarikh /
Dekan /
Signature & Stamp / *Date*/التاريخ
.....

التوقيع / الختم

*potong yang tidak berkenaan/ *Delete wherever necessary*/ احذف ما لا يناسب

*Sila kembalikan semula borang ini ke Pejabat Pengurusan Akademik / Please return this form back to Office of Academic Management

MINOR PROGRAMMES
MINOR IN ISLAMIC ECONOMICS
FACULTY OF ISLAMIC ECONOMICS AND FINANCE
MANDATORY COURSES

SEMESTER 1

BE1301 *Principles of Islamic Economics*

Topics covered are: Foundation of the Islamic Economic paradigm; principles of Islamic Economics: (ownership, fair and equitable distribution, rent, usury and interest); key microeconomic concepts: (defining microeconomics, issue of needs and wants, consumer behavior, theory of the firm, dynamics of demand and supply, efficiency versus equity, and market models); key macroeconomic concepts: (principal economic agents, national income, consumption, savings, investment, inflation, deflation, unemployment, open economy, international trade and Islam); Islamic economic systems: (role of the state; role of financial system; and role of market system).

References:

- Askari, H., Iqbal, Z. & Mirakhor, A. (2015). *Introduction to Islamic Economics: Theory and Application*. Singapore: John Wiley & Sons Singapore Pte. Ltd.
- Case, K. E., Fair, R. C. & Oster, S. M. (2017). *Principles of Economics*. 12th ed. Upper Saddle River: Pearson Education.
- Mankiw, G. (2014). *Principles to Economics*. 7th ed. Florence: Cengage Learning Inc.

BF1302 *Transactions in Islamic Banking and Finance*

Topics discussed are: the formation of contracts under Islamic law; lawful contracts vs. *ribawī* contracts; interest-free banking system; *ribā* in Islamic commercial law; lawful contracts in Islamic commercial law; contract of sales: (*Bay' al-Murābahah*, *Bay' al-Īnah*, *al-Tawarruq*, *al-Istiṣnā'*, *Bay' bi Thaman Ājil*, and *Bay' al-Salam*); contracts of equity based: (*al-Mudārabah*, *al-Mushārah*, and *al-Mushārah al-Mutanāqishah*); contract of lease based: (*al-Ijārah*, *al-Ijārah Thumma al-Bay'*, and *al-Ijārah al-Muntahiyah bi al-Tamlīk*); contract of fee based: (*al-Wakālah*); contract of *Tabarru'* based: (*ṣadaqah*, *Hibah*, *Waqf*, and *Takāful*); contract of security based: (*Damān*, *Kafālah*, and *Wa'd*); contract of *Amānah* based: (*Qard*, *Rahnu*, *Wadī'ah Yad Amānah*, and *Wadī'ah Yad Damānah*); and supporting contracts: (*Ta'wīd*, and *Gharāmah*); *Muqtadā al-'Aqd* (the objectives of contracts); and the basic techniques of structuring Islamic financial transactions and how they are applied to practice.

References:

- Abdul Ghafar Ismail. (2017). *Money, Islamic Banks and the Real Economy*. 2nd ed. Singapore: Cengage Learning Asia Pte Ltd.

Billah, M. M. (2009). *Shari'ah Standard of Business Contract*. Malaysia: A. S. Noordeen.

International Shariah Research Academy for Islamic Finance. (2011). *Islamic Financial System*. Malaysia.

SEMESTER 2

BB1302 *Principles of Management*

Topics covered are: the roles and functions of managers from both an Islamic and western perspective; different types of organisations; the need for and nature of management; managerial responsibilities and professional ethics; the four functions of management: (planning and decision making, organizing, leading and motivating, controlling and evaluating); strategic planning; leadership theories; teamwork; change and innovation; management from an Islamic perspective; the Islamic worldview and management; motivations from Islamic perspectives; and Islamic leadership.

References:

Ahmad, K. (2007). *Management from an Islamic Perspective*. Malaysia: International Islamic University.

Ali, J.A. (2005). *Islamic Perspectives on Management and Organisation*. Cheltenham: Edward Elgar Publishing.

Jabnoun, N. (2012). *Islam and Management*. New Revised English 3rd ed. Saudi Arabia: International Islamic Publishing House.

OPTIONAL COURSES (any TWO courses)

SEMESTER 1

BB3309 *Principles of Marketing*

Topics covered are: introduction to the principles of marketing; manage profitable customer relationship; marketing environment and managing marketing information; introducing the different types of consumer markets and consumer buyer behaviour; business markets and business buyer behaviour; product, services and branding strategy used in marketing; pricing strategies; retailing and wholesaling; advertising and public relations; understanding Islamic marketing: (Islamic business deals, markets and marketing in Islam); the Islamic marketing mix: (the product, the pricing practices, promotions, logistics, etc.); issues in Islamic marketing: (the Muslim consumer, and Islamic branding).

References:

- Baker Ahmad Alserhan. (2011). *Principles of Islamic Marketing*. Ashgate Publishing.
- Kalthom Abdullah. (2008). *Marketing Mix from an Islamic Perspective: A Guide for Marketing Courses*. Malaysia: Pearson.
- Kotler, P. and Armstrong, G. (2007). *Principles of Marketing*. 12th ed. New Jersey: Pearson Education.

BE3303 *Humanomics*

Topics covered are: Social capital systems (*ukhuwwah, tabarru', hibbah, sadaqah*, etc.); social organization (philanthropy organization); the theory of human-centred economic development; main organizations of philanthropy: (*zakat* organization, *waqf* organization, and microfinance organization). The discussion of each organization will focus on:

- (i) sources and uses of each philanthropy;
- (ii) regulation and supervision (including governance) of each organization; and
- (iii) its relationship with humanitarian aid and economic development.

References:

- Abdul Ghafar Ismail. (2016). *Zakat: Penseyariatan, Perekonomian dan Perundangan*. Bangi: UKM Press.
- _____ & Abdelrahman Elzahi Saaid Ali. (2017). *Regulation and Supervision of Islamic Microfinance*. Gombak: IIUM Press.
- _____, Khalifa Muhamed Ali & Raditya Sukmana. (2017). *Waqf and Socio Economic Development*. Gombak: IIUM Press.

BF3308 *Islamic Banking*

Topics covered are: understanding the concept of money; understanding the working of money and Islamic bank in economy; management of Islamic banks' funds: (liquidity management, risk management, and capital management); composition of Islamic bank's balance sheet (asset and liability management); regulation and supervision of Islamic banking operations (on and off site examination); transmission of monetary policy: (identify the tools and method of transmission mechanism); and Islamic banks and the real economy.

References:

- Abdul Ghafar Ismail. (2017). *Money, Islamic Banks and the Real Economy*. Singapore: Cengage Learning Asia Pte Ltd.
- Aishah Abdul-Rahman, Shahida Shahimi & Abdul Ghafar Ismail. (2017). *Case Studies in Islamic Banking & Finance*. Bangi: UKM.
- International Shariah Research Academy on Islamic Finance. (2012). *Islamic Financial System: Principles & Operations*. Kuala Lumpur: ISRA.

SEMESTER 2

BB1303 *Business Presentation and Communication Skills*

Topics covered are: Islamic communication foundations: (communication model, and technology's impact on business communication); the intercultural communication in the workforce; communication strategies without bias and in team environments; outlines the writing process: (targeting the audience, planning, composing, revising business messages, fundamentals of grammar and usage, format and layout of business documents); formats and styles of writing: (reports, routine letters, Curriculum Vitae, goodwill messages, business correspondence, memos and email messages, persuasive messages, and good and bad news messages); illustrates the application of essential communication tools to enhance clarity, accuracy, conciseness unity, and coherence and logical organization.

References:

- Cornelissen, J. (2014). *Corporate Communication: A Guide to Theory and Practice*. London: Sage.
- Guffey, M.E. & Du-Babcock, B. (2007). *Essentials of Business Communication*. 2nd Ed. Cengage Learning.
- Hair, D.O, & Friedrich, G.W. (2011) *Strategic Communication in Business and the Professions*. 7th ed. (International ed.) Boston. New York: Allyn & Bacon.

BE2302 *Islamic Economics*

Topics covered are: What is an economic system, current state of the global economic system, Islamic economics paradigm, short history of economic thought in Islam, social and economic justice, prohibition of interest (*riba*), risk-sharing economic system and notion of risk-sharing, issue of needs versus wants, models of an interest-free economy, building blocks of the Islamic financial system, role of the state in the Islamic economic system, policy instruments of the state in Islam, fiscal policy in an Islamic economy, monetary policy in an Islamic economy, foundation and framework of development and growth in Islam, Islamic perspective on financial inclusion, economic justice and public policy in the Islamic economic system.

References:

- Ahmad, K. (ed.). (2013). *First Principles of Islamic Economics*. Ahmad Imam Shafaq Hashemi (Trans.). United Kingdom: The Islamic Foundation.
- Askari, H., Iqbal Z. & Mirakhor A. (2014). *Introduction to Islamic Economics: Theory and Application*. n.pl: John Wiley & Sons.
- El-Gamal, M. A. (2008). *Islamic Finance: Law, Economics, and Practice*. Houston: Rice University