

A. ACRONYMS

1.	<i>BEM</i>	Board of Engineers Malaysia
2.	<i>CC</i>	Culminating Courses
3.	<i>CO/CLO</i>	Course Outcome/Course Learning Outcome
4.	<i>CQI</i>	Continual Quality Improvement
5.	<i>EAC</i>	Engineering Accreditation Council
6.	<i>EAD</i>	Engineering Accreditation Department
7.	<i>EC</i>	Enabling Courses
8.	<i>F2F/Non F2F</i>	Face to Face/ Non Face to Face (Student Self Learning Time)
9.	<i>IAP</i>	Industry Advisory Panel
10.	<i>IEM</i>	The Institution of Engineers, Malaysia
11.	<i>IET</i>	Institute of Engineering and Technology
12.	<i>IHL</i>	Institutions of Higher Learning
13.	<i>JPA</i>	Jabatan Perkhidmatan Awam (Public Services Department)
14.	<i>MQA</i>	Malaysian Qualification Agency
15.	<i>OBE</i>	Outcome-Based Education
16.	<i>PEO/PO</i>	Programme Educational Objectives/Programme Objectives
17.	<i>PO/PLO</i>	Programme Outcome/Programme Learning Outcome
18.	<i>PR</i>	Pengerusi Rancangan (Programme Chairperson)
19.	<i>SLT</i>	Student Learning Time
20.	<i>SPM</i>	Sijil Pelajaran Malaysia (Malaysia Certificate of Education)
21.	<i>STPM</i>	Sijil Tinggi Persekolahan Malaysia (Malaysia Higher School Certificate of Education)
22.	<i>WA</i>	Washington Accord

B. GLOSSARY

1.	<i>Academic staff</i>	Staff responsible for teaching and learning activities in the programme leading to the award of an engineering degree.
2.	<i>Accreditation Appeals Board</i>	A Board to consider appeals from an Institution of Higher Learning on any EAC decision.
3.	<i>Course</i>	Subject offered in the programme.
4.	<i>Credit Hours</i>	The unit of measuring educational CREDIT, usually based on the number of classroom hours per week throughout a term.
5.	<i>Culminating Courses</i>	The highest level courses which demonstrate the flow of knowledge through the semesters accumulated
6.	<i>Degree</i>	Bachelor of engineering programme leading to engineering qualification in Malaysia.

7. <i>Enabling Courses</i>	Courses that help develop and nurture the intended outcomes at course level - build up the body of knowledge for that particular engineering field.
8. <i>Evaluation Panel</i>	A panel of evaluators appointed by EAC to evaluate an engineering programme for compliance with accreditation criteria.
9. <i>Evaluator</i>	A person appointed by EAC to evaluate Application for Approval to Conduct a New Degree Programme or evaluate a programme for accreditation or to evaluate a continuing/interim accreditation.
10. <i>External Examiner</i>	A person with high academic standing in relevant field appointed by the IHL to assess overall academic programme and quality.
11. <i>Faculty/School/ Department</i>	The entity which is responsible for designing and conducting the programme to be accredited.
12. <i>Graduate Engineer</i>	A person registered under Section 10(1a), Registration of Engineers 1967 (Revised 2015).
13. <i>Head of Delegation</i>	An Associate Director of EAD/Senior Evaluator/any suitable representative appointed by EAC to advise the Evaluation Panel during an accreditation visit.
14. <i>Industry Advisory Panel -</i>	A body consisting of relevant professionals from industries, government sector, professional organisations, regulatory bodies, alumni etc., appointed by the IHL to ensure programme relevancy to stakeholders' needs.
15. <i>Professional Engineer</i>	A person registered under Section 10(2), Registration of Engineers Act 1967 (Revised 2015).
16. <i>Programme</i>	The sequence of structured educational experience undertaken by students leading to completion, on satisfactory assessment of performance.
17. <i>Stakeholders</i>	Parties having an interest (direct and indirect) in the programme output, for example, employers, Industry Advisory Panel (IAP), External Examiners, sponsors, lecturers and students, etc.
18. <i>Student</i>	Anyone undertaking an undergraduate programme. Graduate - Anyone who has been conferred a degree.
19. <i>Student Learning Time</i>	Effective learning time or student effort of learning in order to achieve specified learning outcomes
20. <i>Support staff</i>	Staff responsible for supporting teaching, learning and administrative activities in programme implementation.
21. <i>Tutorial</i>	A class in which a tutor gives intensive instruction in some subject to an individual student or a small group of students (maximum 30 students per class).

C. 8 IMPORTANT COMPONENTS IN QUALIFYING REQUIREMENTS

There are **EIGHT (8)** components of the qualifying requirements and each programme is expected to have all the components. These components are:

1. Outcome-based Education (OBE) implementation.
2. A minimum of 135 SLT credits* of which 90 SLT credits* must be engineering courses offered over a period of four (4) years.
3. Integrated design project (IDP).
4. Final year project (minimum six (6) credits).
5. Industrial training (minimum of eight (8) weeks).
6. Full-time academic staff (minimum of eight (8)) with at least three (3) Professional Engineers registered with the BEM or equivalent.
7. Staff: student ratio 1: 20 or better.
8. External examiner's report.