Academic Regulations – 2025

School of Nursing

DIPLOMA IN NURSING

Penang International Dental College, Malaysia

1. Introduction

These academic regulations govern the Diploma in Nursing program in Malaysia. The document outlines the rules and procedures related to admissions, academic progression, assessments, professional conduct, graduation requirements, and appeals. All students enrolled in the Diploma in Nursing must comply with these regulations, which are subject to periodic review and updates by the Malaysian Nursing Board.

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2. Governance and Oversight

The Diploma in Nursing program is governed by the Malaysian Nursing Board under the authority of the respective academic institution. All curriculum changes, assessment policies, and progression rules are reviewed and approved by the Malaysian Nursing Board in alignment with the Malaysian Qualifications Agency (MQA).

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3. Program Structure and Duration

3.1 The Diploma in Nursing program is a full-time 3-year program comprising foundational and clinical phases.

3.2 The program structure includes:

Basic medical Science, Nursing Sciences, Behavioural sciences, and Practical Skills

3.3 The program incorporates:

- Lectures, tutorials, and skills laboratory sessions
- Clinical practice in hospital and community settings
- Community nursing outreach and health promotion

- Research and evidence-based practice project

3.4 The academic year is divided into two semesters with scheduled semester breaks.

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4. Admission Requirements

4.1 Candidates must meet the minimum entry requirements as stipulated by:

- Malaysian Qualifications Agency (MQA)
- Malaysian Nursing Board

4.2 Typical minimum academic qualifications include SPM or equivalent with three credits in relevant subjects: Bahasa Malaysia, Mathematics, General science or pure science and pass in English

4.3 Selection may also include:

- An interview
- Medical fitness assessment

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5. Academic Progression and Attendance

5.1 Minimum attendance of 80% in all theoretical and 100% is required for and clinical sessions.

5.2 Students must pass all prescribed courses within a year to progress to the next academic year.

5.3 Students failing a course will:

- Undertake supplementary examinations (re-sits)
- Attend remedial classes

5.4 A maximum duration of 3-6 years is allowed to complete the Diploma in Nursing program.

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6. Assessment and Examinations

6.1 Assessment consists of:

- Continuous assessments (40%) and final examinations (50%)
- Written exams including MCQ, SAQ, MEQ
- Practical and clinical exams (OSCE, OSPE)
- Research and portfolio assessments

6.2 Students must pass theory and practical components independently.

6.3 Passing all continuous assessments is required to qualify for the final examination.

- 6.4 Re-sits are permitted twice per course; further failure may result in repeating the year with approval.

6.5 Academic dishonesty (e.g., cheating) will lead to disciplinary action, including possible dismissal.

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7. Clinical Competency and Logbook

7.1 Clinical skills are assessed continuously and summatively throughout clinical placements.

7.2 Students must maintain a clinical logbook documenting procedures performed under supervision.

7.3 Completion of minimum clinical procedures is mandatory before progression or graduation.

7.4 Failure to meet clinical requirements may delay academic progression.

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8. Professionalism and Conduct

8.1 Students must adhere to the Code of Professional Conduct established by the Malaysian Nursing Board.

8.2 Unprofessional behaviour, misconduct, or academic dishonesty will be investigated by the Disciplinary Committee.

8.3 Penalties may include warnings, suspension, or termination from the program.

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9. Leave of Absence and Withdrawal

9.1 Leave of absence for valid reasons must be approved by the Program Director.

9.2 Deferment or temporary withdrawal is allowed up to a cumulative total of one year.

9.3 Voluntary withdrawal must be submitted in writing and approved by the academic authorities.

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10. Graduation and Award of Diploma

10.1 The Diploma in Nursing is awarded upon:

- Successful completion of all academic and clinical courses
- Fulfilment of clinical logbook and competency assessments
- Completion of research/project requirements

10.2 Graduates must clear all financial obligations and complete exit procedures.

10.3 The awarding of the diploma is subject to approval by the Nursing Academic Board and relevant university or institution Senate.

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11. Appeals and Grievances

11.1 Students may appeal assessment results or disciplinary decisions.

11.2 Appeals must be submitted in writing within seven working days of receiving the notification.

11.3 The Appeals Committee will review and decide on appeals within a reasonable timeframe.

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12. Amendments and Interpretation

12.1 These regulations are subject to revision by the Nursing Academic Board as necessary.

12.2 Interpretation of these regulations' rests with the Nursing Board and, where applicable, the institution's Senate

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