

MSC Malaysia Professional Capability Development

2011 Programme Guideline

*For Individuals in MSC Malaysia
Organisation*



Professional Capability Development Unit
Enterprise Development Function
Multimedia Development Corporation
MSC Malaysia Headquarters,
2360 Persiaran APEC,
63000 Cyberjaya

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MSC Malaysia Professional Capability Development

What is MSC Malaysia Professional Capability Development?

MSC Malaysia Professional Capability Development is a programme that provides financial assistance to MSC Malaysia Status Organisations to enhance their local IT Professional's skills and competency in good practices and emerging technologies by taking up professional certifications.

Type of Financial Assistance

Financial assistance for MSC Malaysia Professional Capability Development is based on reimbursement basis. Financial assistance breakdown is:

Type	Incentive Value
Training(s) and Exam(s) required to obtain a professional certification	50% of total training(s) and exam(s) cost or maximum of RM 2,000 per participant; whichever is lower

*** Please refer to MSC Malaysia Professional Capability Development Approved List on page 5*

Eligibility Criteria

Application Criteria:

- Employee of an MSC Malaysia Status Organisation
- Malaysian
- Must have at least 1 month working experience
- Meets the admission criteria of the professional certification chosen
- Professional certification and training course applied must be approved by MDeC (Please refer to MSC Malaysia Professional Capability Development Approved List – page 5)

Reimbursement Criteria:

- Must pass the exam(s) and obtained the professional certification applied
- Must remain as an employee of the same organisation

Application Process Guidelines

- Before filling in an application form, please read this Programme Guideline carefully.
- MSC Malaysia Professional Capability Development Application Form can be obtained from Enterprise Development website www.msomalaysia.my/eds
- All application must include certification with the exception of courses that has no related certification as stipulated in the MSC Malaysia Professional Capability Development Approved List.
- Application is based on certification basis and not by exam papers. i.e. CCIE requires 2 exam papers, therefore application must include both exams.
- **Training Provider chosen must be Authorised / Certified Learning Partner of the chosen professional certification.**
- All application **must be approved by MDeC before participants can attend the training and sit for the exam(s) applied.**
- All application **must reflect training, exam(s) and certification date in year 2011.**
- Application submission **must be based on 2011 Application Cycle.** Please refer to Application & Reimbursement Cycle & Calendar – page 9).
- Application Form must reach the Secretariat on or before the **Last day of Application Cycle.**
- Applicants are encouraged to submit By Hand to Secretariat.
- Supporting documents to be submitted with MSC Malaysia Professional Capability Development Application Form:
 1. **2 copies** of **Certified True Copy of MyKad** of each nominated participants.
 2. **Study Plan** (as per Appendix 1 of the Application Form).
 3. Training and Examination **quotation/brochure** or any related document that states the cost and syllabus.
- Each applicant is eligible to 1 approved application per cycle.
- Before submitting new application, each applicant must ensure that all participants in previous cycle have completed the reimbursement process.
- MDeC is not responsible and will not entertain any HRDF related processes (i.e claiming).

Incentive Disbursement Guidelines

- Incentive is based on reimbursement basis which is claimable upon successful completion of the approved professional certification and training course within the stipulated deadline.
- Participant is required to pay full 100% professional certification and training costs to the training provider/learning centre.
- Participant must seek reimbursement according to the 2011 Reimbursement Cycle. (Please refer to Application & Reimbursement Cycle & Calendar – page 9)
- Reimbursement Form must reach the Secretariat on or before the **Reimbursement Day**.
- Each participant must show proof that he/she has attended the training and sat for the exam(s) in order to receive the incentive reimbursement.
- **Incentive will be disbursed upon successful completion of the professional certification.**
- Supporting documents to be submitted with MSC Malaysia Professional Capability Development Reimbursement Form:
 1. **Original Payment Receipt** - proof of payment for training and exam(s) costs
 2. **2 copies of Certified True Copy** of the **certificate/result slip**
- MDeC have the right to amend the reimbursement payment amounts.
- MDeC will not pay for out of pocket expenses and membership fees.
- MDeC reserves its right at any time to defer or suspend any payments, discontinue with or vary the Programme including continuing or discontinuing with the disbursement of the fee towards the Programme regardless of its completion status.
- For Reimbursement purposes, all Training and Certification need to be finalized before 1Dec 2011.

MSC Malaysia Professional Capability Development Approved List

Technology / Knowledge Area	Certification
Cisco	<ul style="list-style-type: none"> • CCNA • CCNP • CCSP • CCDP • CCIP • CCVP • CCIE • UCSE
CompTIA	<ul style="list-style-type: none"> • CompTIA A+ • CompTIA Network+ • CompTIA Security+
Engineering	<ul style="list-style-type: none"> • VLSI • DSP • RF
IBM	<ul style="list-style-type: none"> • Tivoli • Web sphere • CATE (IBM System p5) • IBM DB2
Juniper	Juniper Networks Technical Certification Program (JNTCP)
MAC	<ul style="list-style-type: none"> • Apple Certified Help Desk Specialist (ACHDS) • Apple Certified Support Professional (ACSP) • Apple Certified Pro for Final Cut Pro
Microsoft	<ul style="list-style-type: none"> • MCP • MCTS • MCDBA

	<ul style="list-style-type: none"> • MCSD • MCSE • MCITP • MCSA • Microsoft Dynamics AX Certifications
NI	<ul style="list-style-type: none"> • LabVIEW Basics I • LabVIEW Basics II • Certified LabVIEW Associate Developer • NI TestStand Certification
Open Source	<ul style="list-style-type: none"> • Linux LPI / RHCE / RHCT / SUSE Linux Enterprise Server 10 • PHP • Perl • MySQL
Oracle	<ul style="list-style-type: none"> • Oracle OCA • OCP • OCM • Oracle Certified Expert
RSA	RSA Certified Security Professional
SAP	<ul style="list-style-type: none"> • SAP ABAP • BASIS • FICO • MM • SD • HR
Sun	<ul style="list-style-type: none"> • SCJP • SCJD • SCDJWD • SCWCD • SCMAD • SCBCD

Teradata	Teradata Certified Professional Programme (TCPP)
VMware	VMware Certified Professional
WiMAX	WiMAX Forum® RF Network Engineer Certification
Call Centre Management	<ul style="list-style-type: none"> • CIAC-Certified Strategic Leader (CCSL) • CIAC-Certified Operations Manager (CCOM) • CIAC-Certified Management Consultant (CCMC) • CIAC-Certified Management Apprentice (CCMA)
e-Business	<p>EC-Council Certified E-Business Professional:</p> <ul style="list-style-type: none"> ○ Project Management in IT Security ○ Knowledge Management ○ Customer Relationship Management ○ CyberLawE-Commerce Architect ○ E-Business Security
Finance & Accounting	CIMA Certificate in Business Accounting (CBA)
Service Desk	<p>Certified Service Desk Professional (CSDP):</p> <ul style="list-style-type: none"> ○ SDI Service Desk Foundation ○ SDI Service Desk Analyst ○ SDI Service Desk Manager
ISO Standards Lead Auditor	Lead Auditor – ISO 9001, ISO 20000 & ISO 27001
IT Service Management	ITIL
Project Management	<ul style="list-style-type: none"> • PMP / CAPM • PRINCE 2 • Managing Successful Programme (MSP)
Security	<ul style="list-style-type: none"> • CISSP / SSCP • SANS • ISACA CISA / CISM • Mile2: <ul style="list-style-type: none"> ○ Certified Penetration Testing Specialist (CPTS)

	<ul style="list-style-type: none"> o Certified Penetration Testing Expert (CPTe) • EC-Council Certifications: <ul style="list-style-type: none"> o Certified Ethical Hacker (CEH) o Computer Hacking Forensic Investigator (CHFI) o EC-Council Certified Security Analyst (ECSA) o Licensed Penetration Tester (LPT) / EC-Council Network Security Administrator (ENSA) o EC-Council Certified Secure Programmer (ECSP) o EC-Council Certified Secure Application Developer (CSAD) 	
Software Testing	<ul style="list-style-type: none"> • ISTQB Certified Tester (CTFL / CTAL) • Certified Software Tester (CSTE) • ISEB Professionals 	
Disaster Recovery & Business Continuity	EC-Council Disaster Recovery Professional	
Outsourcing	Certified Outsourcing Professional (COP)	
Health Level 7 (HL7)	<ul style="list-style-type: none"> • HL7 2.6 Control (Chapters 2, 2A and 2B) • HL7 Version 3 Reference Information Model • HL7 Clinical Document Architecture 	New
Certified IP	<ul style="list-style-type: none"> • Certified IP Associate (CIPA) – Fundamental • Certified IP Engineer (CIPE) – Intermediate • Certified IP Professional (CIPP) - Advanced 	New

**No related Professional Certification*

The list is not exhaustive, certifications not listed can be applied; subject to MDeC's approval.

2011 Application & Reimbursement Cycle

Application window for the year 2011:

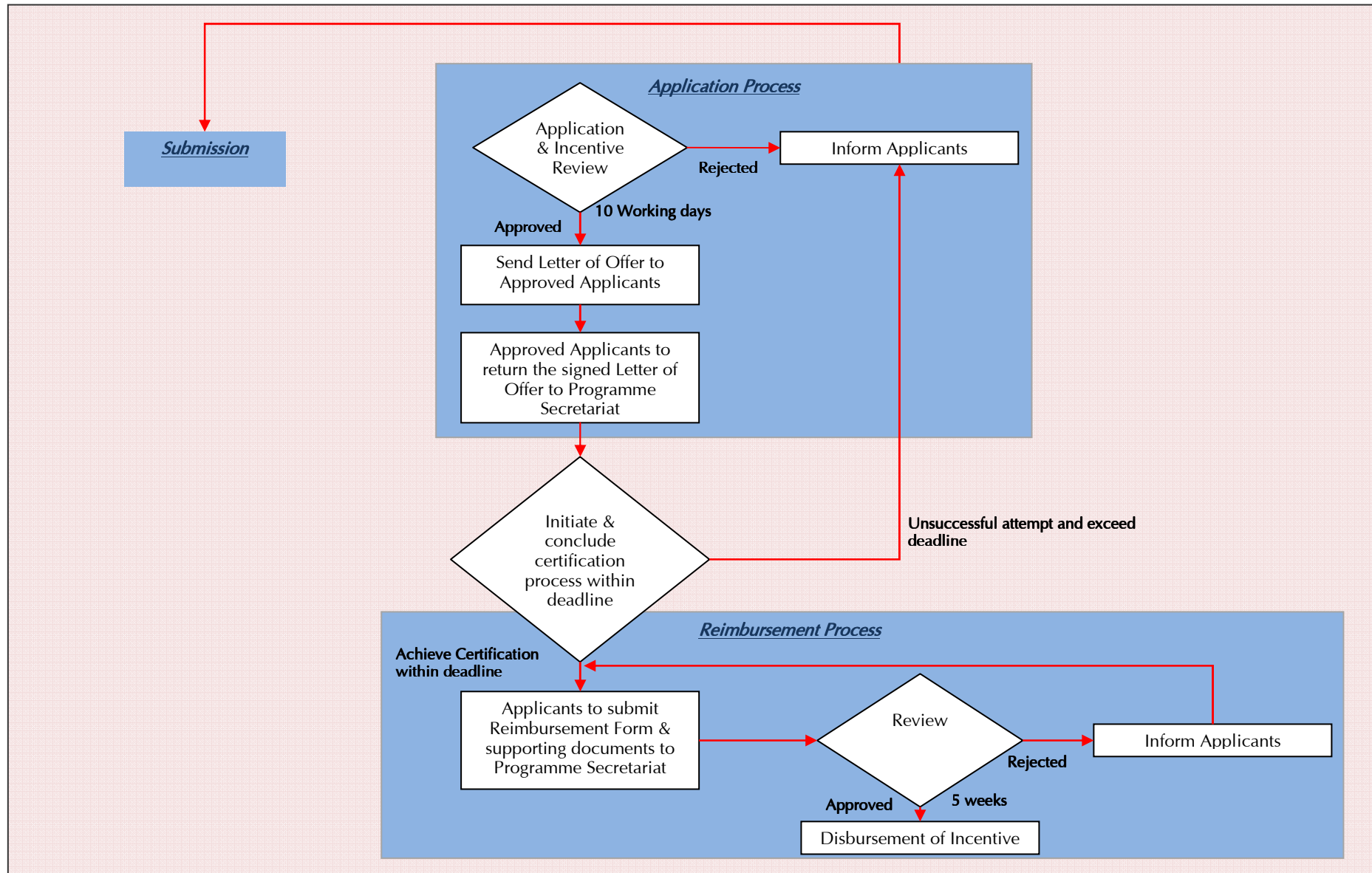
No	Activity	Date
1	Application Submission for month of May 2011	2 – 4 May 2011
2	Application Submission for month of June 2011	1 – 3 June 2011
3	Application Submission for month of July 2011	4 – 6 July 2011
4	Application Submission for month of Aug 2011	1 – 3 Aug 2011
5	Application Submission for month of Sept 2011	5 – 7 Sept 2011
6	Application Submission for month of Oct 2011	3 – 5 Oct 2011

Reimbursement window for the year 2011:

No	Activity	Date
1	Reimbursement Submission for Cycle 1	4 – 6 July 2011
2	Reimbursement Submission for Cycle 2	5 - 7 Sept 2011
3	Reimbursement Submission for Cycle 3	1 – 2 Dec 2011

- All applications and reimbursements submissions must be based on the above cycles
- Any applications submission outside of Cycle dates will be processed during the next cycle date.

Overview of MSC Malaysia Professional Capability Development Application & Reimbursement Process



Are You Eligible to Apply?

If you would like to know whether you are eligible to apply, you may want to answer these following questions. If you are able to answer YES to all, please proceed with your application submission:

1. Are you a Malaysian?
2. Are you working with an MSC Malaysia Status Organisation?
3. Is the professional certification chosen is listed in the MSC Malaysia Professional Capability Development Approved List?
4. Are you planning to sit for professional certification exam(s) in 2011?
5. Are the exam(s) dates after you have obtained MDeC's approval?
 - a. Is the training provider is a Certified / Authorised Learning Partner of the professional certification chosen?
6. Will you be able to follow the 2011 MSC Malaysia Professional Capability Development Application & Reimbursement Cycle?

MDeC reserves the right to approve to all applications. Approval will be based on ALL stipulated guidelines as stated in this Programme Guideline.

Programme Information and Contact

Enquiries can be forwarded to:

- 1) Norzuliana Mat Nawi
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