

IDFR | 2019
prospectus

IDFR 2019 Prospectus

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Institute of Diplomacy and Foreign Relations

Institute of Diplomacy and Foreign Relations

The Institute of Diplomacy and Foreign Relations, or IDFR in short, has been the training arm of the Ministry of Foreign Affairs, Malaysia since 2004. Established in 1991, the Institute trains Malaysian diplomats in the areas of diplomacy, international relations, soft skills and foreign languages. It also trains diplomats and other officials from recipient countries under the Malaysian Technical Cooperation Programme as well as the ASEAN Secretariat in areas including diplomatic training, strategic analysis and crisis management.

The institute has four flagship programmes: the Diploma in Diplomacy, a six-month intensive course for junior Malaysian Foreign Service officers in preparation for their first posting to Malaysian Diplomatic Missions; a one-year Master of Social Science in Strategy and Diplomacy, a joint programme with Universiti Kebangsaan Malaysia, which has been in place since 1999; the Pre-Posting Orientation Course for Home-Based Staff and Spouses under *Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)*, a mandatory course designed to provide exposure and introduce the participants to the work at Malaysian Diplomatic Missions; and the MCTP programmes, where Malaysia shares its development experiences and expertise with other developing countries in line with the spirit of South-South Cooperation.

To complement classroom training, short discourses comprising lectures, forums, round table discussions and workshops are also organised on a regular basis. Among the discourses are the IDFR Lecture Series, Ambassador Lecture Series, Economic Diplomacy Series and Cultural Diplomacy Lecture Series. To date, prominent figures who have addressed audience at IDFR include Kofi Annan, Yasser Arafat, Benazir Bhutto, Nelson Mandela, Sultan Hassanal Bolkiah, Tun Dr. Mahathir Mohamad, Imam Feisal Abdul Rauf,



Ban Ki-moon, Gareth Evans, Helen Clark, Tan Sri Rais Yatim, Tunku Zain Al-‘Abidin Tuanku Muhriz and His Royal Highness Sultan Dr. Nazrin Muizzuddin Shah ibni Almarhum Sultan Azlan Muhibbuddin Shah Al-Maghfur-Lah, the Sultan of Perak Darul Ridzuan and the Institute’s Royal Patron. IDFR also organises a Cultural Appreciation Day annually in its pursuit to promote cultural diplomacy and multiculturalism.

Among the Institute’s collaborators are the Association of Former Malaysian Ambassadors, Foreign Policy Study Group, Global Movement of Moderates Foundation, Global Diplomatic Forum, Universiti Kebangsaan Malaysia, Universiti Teknologi MARA, Universiti Malaysia Sabah, Universiti Utara Malaysia, and the foreign missions in Kuala Lumpur.

Our focus areas are:

1. Political Studies and Economic Diplomacy
2. Leadership, Negotiation and Public Diplomacy
3. Languages and Cultural Diplomacy
4. Competency Enhancement

IDFR also has a panel of Distinguished Fellows made up of former Malaysian ambassadors who are experienced practitioners and also outstanding academicians in the field of diplomacy and international relations who contribute ideas and continuously support the growth of the Institute.

The Institute’s facilities include:

- * Training rooms
- * Meeting rooms
- * Language and computer labs
- * Library
- * Auditorium
- * Multipurpose Hall
- * Hostel
- * Gymnasium, swimming pool, tennis cum futsal and squash courts
- * Wireless coverage



**2019
Programmes**

2019 Programmes

Centre for Political Studies and Economic Diplomacy

Courses	
Course on Strategic Analysis for Malaysian Participants 2019	4-8 March 2019
Malaysian Technical Cooperation Programme (MTCP): Diplomatic Training Course for International Participants 2019	15-26 April 2019
Malaysian Technical Cooperation Programme (MTCP): Crisis Management for Senior Officers 2019	24-28 June 2019
Malaysian Technical Cooperation Programme (MTCP): Economic Diplomacy for International Participants 2019	17-31 July 2019
Discourses	
Ambassador Lecture Series	20 February and 19 March 2019
IDFR Lecture Series	24 April and 9 July 2019
Workshop on Topical Global Issues Impacting Malaysia's National Interests	18-19 June 2019
Economic Diplomacy Series	16 August and 23 September 2019
Workshop on Economic Diplomacy	21-23 October 2019

Centre for Leadership, Negotiation and Public Diplomacy

Courses	
Pre-Posting Orientation Course for Home-Based Staff and Spouses under <i>Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)</i>	
Series 1: Grade 41 and Above	5-14 March 2019
Series 2: Grade 38 and Below	8-12 April 2019
Series 3: Grade 41 and Above	8-17 July 2019
Series 4: Grade 38 and Below	23-27 September 2019
Series 5: Grade 41 and Above	14-23 October 2019

Leadership Course for Mid-Level Diplomats	
Series 1	23-25 April 2019
Series 2	5-7 November 2019
International Negotiation Workshop	18-19 June 2019
Workshop on Public Diplomacy and Media Skills	
Series 1	28-30 August 2019
Series 2	8-10 October 2019

Centre for Languages and Cultural Diplomacy

Courses	
English	
Say it Right: A Course on Pronunciation 1/2019	19-21 February 2019
Presentation Skills at the Workplace	11-14 March 2019
Building Blocks of Good English	22-26 April 2019
Effective Writing Skills 1/2019	5-8 August 2019
Say it Right: A Course on Pronunciation 2/2019	3-5 September 2019
Effective Writing Skills 2/2019	21-24 October 2019
Workshop on English Language for Diplomatic Purposes	4-6 November 2019
Arabic	
Arabic Level I	7 February-16 April 2019
Arabic Level III	14 February-25 April 2019
Malay	
Basic Conversational Malay 1	14 January-23 March 2019
Malay Language: Appreciation and Communication Course 1	12-13 February 2019
Basic Conversational Malay 2	8 April-28 June 2019
Malay Language: Appreciation and Communication Course 2	21-22 May 2019
Basic Conversational Malay 3	2 July-6 September 2019
Malay Language: Appreciation and Communication Course 3	20-21 August 2019

Basic Conversational Malay 4	17 September- 29 November 2019
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Malay Language: Appreciation and Communication Course 4	15-16 October 2019
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Cultural Diplomacy

Workshop on Intercultural Communication, Awareness and Diplomacy	20-22 August 2019
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Malaysian Technical Cooperation Programme (MTCP): Intercultural Awareness and Diplomacy Course 2019	9-20 September 2019
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Discourses

Cultural Diplomacy Lecture Series 1/2019	27 March 2019
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Cultural Diplomacy Lecture Series 2/2019	10 October 2019
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Centre for Competency Enhancement

Courses

Master of Social Science in Strategy and Diplomacy	September 2019-August 2020
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**Centre for Political Studies
and Economic Diplomacy**

Centre for Political Studies and Economic Diplomacy

The Centre for Political Studies and Economic Diplomacy focuses on diplomacy, international relations as well as economic, trade and security related issues. The Centre aims to promote and accomplish high standards of professionalism in blended learning, training, research and publication as well as consultancy services in the Institute's quest to becoming a premier think tank in diplomacy and international relations.

Throughout the year, the Centre organises courses on relevant, current and varied subjects related to political studies and economic diplomacy. Quality, topical and practitioner-oriented learning programmes are also offered by the Centre through courses under the Malaysian Technical Cooperation Programme. The Centre welcomes the opportunity to collaborate with other Ministries and government agencies, foreign government, international and regional organisations as well as local and foreign think tanks and universities to generate, share and disseminate practical knowledge in political studies and economic diplomacy. The Centre also organises intellectual discourses on topical issues related to political studies, economic diplomacy and international relations through its various lecture series. Participation in all discourses is by invitation only. To be included in our mailing list, kindly contact officers from the Centre.





Course on Strategic Analysis for Malaysian Participants 2019

4-8 March 2019

Overview

Strategic analysis is a vital tool for ensuring long-run success, be it in the economic, political, social or diplomatic fields. The study of strategy and strategic management has always been critical. It allows a glimpse into all the possibilities and forces at play, invoking one to evaluate the costs and risks resulting from the decisions made and dissect the consequences of those of the adversaries, allies and others.

With global politics and economic uncertainties continuing to dominate the international arena, it is crucial for states to pursue comprehensive approach in dealing with these issues. Employing the blending of critical thinking and innovative approaches will greatly assist states to realise their policy and strategic goals. State actors must, therefore, be equipped with those knowledge, techniques and methods.

Course Content

- * Introduction to Strategic Analysis
- * Strategic Planning and Future Studies
- * Innovation and Strategic Thinking
- * Strategic Positioning for Effective Media Relations
- * Balancing, Bandwagoning and Hedging
- * Discourse of Strategy
- * Counter Terrorism
- * Country Risk Analysis
- * International Negotiations: Analytical Tools and Technique
- * Traditional Security/Non-Traditional Security
- * Intelligence and National Security

Who Should Attend

This course will be relevant to mid-career and senior officials of ministries/government agencies whose nature of work involves diplomacy, crisis management and security, and international relations. They must fulfil the following criteria:

- * Nominated by their respective ministries or agencies
- * Below 40 years old
- * Four or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

The application form and guidelines for application can be downloaded from <http://cas.idfr.gov.my>.

Application Deadline

3 February 2019

Contact Person

Mr. Haris Syarwani Razali

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Fax: +603 2144 9197

Malaysian Technical Cooperation Programme (MTCP): Diplomatic Training Course for International Participants 2019

15-26 April 2019

Overview

Diplomacy is an ongoing process of states promoting goodwill in furtherance of safeguarding the country's state policies, national security and interests. To accomplish the process, it requires diplomatic agents to engage with various state or non-state entities through communications, dialogues and negotiations.

In the 21st century, diplomacy is becoming more intricate and multifaceted. Given the complexity and interconnectedness due to globalization today, the nature of diplomacy has shifted into a new direction and poses new challenges for diplomatic actors. The role of diplomats, therefore, has become more significant and diverse. These officials are demanded to master professional negotiation techniques and develop sharp critical thinking skills at the same time. Hence, it is critical for young diplomats to grasp essential insight into the craft of diplomacy and their effective application, and to keep abreast of current international issues and trends.

The course aims to enhance the participants' diplomatic knowledge and skills in the conduct of diplomatic and foreign relations as well as to improve the participants' professionalism and effectiveness in their performance of duties as diplomatic officers at home and abroad.

Course Content

- * Practices in Diplomacy
- * Multilateral Diplomacy
- * Cultural Diplomacy
- * Language and Diplomacy
- * Economic Diplomacy
- * Public Diplomacy
- * Cross-Cultural Communication
- * International Negotiations
- * Futures Studies/Scenario Planning
- * Media Relations and Skills

- * Issues on Counter Terrorism
- * Regional Security Issues and Challenges
- * Country Paper Presentation

Who Should Attend

This course will be relevant to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. They must fulfil the following criteria:

- * Nominated by their respective Ministry of Foreign Affairs
- * Below 35 years old
- * Two or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded at <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

5 March 2019

Contact Person

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 Tel: +603 2149 1000
 Fax: +603 2144 9197

Malaysian Technical Cooperation Programme (MTCP): Crisis Management for Senior Officers 2019

24-28 June 2019

Overview

Crises can occur anytime and anywhere around the world causing casualties and property losses. Good crisis management can make a big difference to whether an exodus is efficient or becomes a major catastrophe. To survive against all odds, diplomats and civil servants must be able to forecast and manage crises well and in a timely manner – an increasingly important aspect of diplomacy today.

The course aims to enhance the participants' knowledge and skills in the various techniques and approaches in managing crises both at the national and international level.

Course Content

- * Theory and Concept of Crisis Management
- * Strategic Thinking in Crisis Situations
- * Negotiation in a Crisis Situation
- * Media Response in Crisis Management
- * International Instruments in Crisis Management
- * Managing Change after Crisis
- * Economic and Global Crisis
- * Leadership during Crisis
- * Management of Natural Disaster
- * Climate Change Crisis
- * Strategic Planning and Future Studies
- * Counter Terrorism
- * Intelligence and National Security
- * Country Report Presentation

Who Should Attend

This course will be relevant to senior diplomats and government officers whose tasks

and functions are related to diplomacy and international relations. They must fulfil the following criteria:

- * Nominated by their respective Ministry of Foreign Affairs
- * Below 50 years old
- * Four or more years of working experience in international affairs/relations or international trade
- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded at <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

15 April 2019

Contact Person

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Malaysian Technical Cooperation Programme (MTCP): Economic Diplomacy for International Participants 2019

17-31 July 2019

Overview

Given the complexity due to the globalisation of the world economy today, the role of diplomats therefore has become more significant and diverse; demanding them to have strong negotiating skills and a business sense at the same time; convincing foreign investors; knowing how to balance national economic interest and international trade opportunities; all in the spirit of advancing best national economic interests.

Course Content

- * Introduction to Economic Diplomacy
- * Scenario Planning and Future Studies
- * Economic Diplomacy: The Malaysian Experience
- * Bilateral and Multilateral Trade Agreement and Process
- * Regional Integration: ASEAN Economic Community (AEC)
- * Role and Functions of International Financial and Economic Organisations
- * International Economic Negotiations
- * Cross-Cultural Negotiations
- * International Investment Policy
- * Role of the Private Sector in Economic Diplomacy
- * Economic Report Analysis

Who Should Attend

This course will be relevant to junior and mid-career diplomats and government officers whose tasks and functions are related to diplomacy, international relations, trade and finance. They must fulfil the following criteria:

- * Nominated by their respective Ministry of Foreign Affairs/Trade/Finance
- * Below 38 years old
- * Three or more years of working experience in international affairs/relations or international trade

- * Have a basic university degree
- * Proficient in the English language
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded at <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

15 May 2019

Contact Person

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Ambassador Lecture Series

20 February and 19 March 2019

Overview

This lecture series involves foreign ambassadors serving in Malaysia. The series focuses on events, developments or topical issues that are taking place in the serving ambassadors' countries which could have a direct or an indirect impact not only to the country but also to the region as well as globally. Previous titles under the series include *UK Post-Brexit: Implications to UK-Malaysia Bilateral Relations and UK-ASEAN Relations* by Her Excellency Victoria Treadell of the United Kingdom and *Turkey and the New International Dis(order)* by Her Excellency Başak Türkoğlu of Turkey.

Contact Person

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IDFR Lecture Series

24 April and 9 July 2019

Overview

This lecture series provides a platform for eminent persons, royalties, distinguished individuals, senior government officers, business people, diplomats and personalities including academicians, scholars and policy makers to share their views on topical, current and relevant issues occurring around the world. The lecture series provides an opportunity for the distinguished speakers to share their opinions and views and this could be beneficial for the participants in their respective areas of work. These events, which are organised by IDFR on its own or in collaboration with other institutions, will certainly enlighten the participants by keeping them abreast with the latest issues.

Among the notable and distinguished speakers under this series were His Royal

Highness Sultan Nazrin Muizzuddin Shah, the Sultan of Perak; Professor Timothy J Colton, Professor of Government and Russian Studies, Harvard University; Professor Amitav Acharya, Distinguished Professor of International Relations & UNESCO Chair in Transnational Challenges and Governance, School of International Service, American University, Washington D.C; Dato' Seri Ramlan Ibrahim, Secretary General of the Ministry of Foreign Affairs, Malaysia; and Professor Dr Vivian Forbes, Distinguished Fellow and Guest Professor with China Institute for Boundaries and Ocean Studies.

Contact Person

Major Mohd Ridzuan M Shariff (Retired)
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Workshop on Topical Global Issues Impacting Malaysia's National Interests

18-19 June 2019

Overview

This workshop is the first of its kind for IDFR to discuss topical issues that could have either a direct or an indirect impact on Malaysia's national interests at the global stage. The issues to be discussed include the country's foreign policy, economic and trade, regionalism, maritime, security and defence, as well as business opportunities. It aims to deliberate on the direction under the new government which could have a bearing on how Malaysia defends its national interests abroad.

Contact Person

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Economic Diplomacy Series

16 August and 23 September 2019

Overview

The Economic Diplomacy Series provides discourse on economics, trade, investment and development issues related to economic diplomacy. This series also provides a platform for government officials, academicians, and representatives from the private sector, think tanks and non-governmental organisations to have interactive discussions on pertinent issues related to economic diplomacy.

Past notable and distinguished speakers under the series were Tan Sri Dr. Sulaiman Mahbob, Chairman of Malaysian Institute of Economic Research and Telekom Malaysia Berhad, who delivered a lecture titled *International Economics and Implication on National Economic Management* and Dr. Christian Häberli, a fellow from the World Trade Institute, University of Bern, Switzerland and IDFR's Visiting Fellow who spoke on *Negotiation Issues on Food Label (Malaysia): Case on Halal*.

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Workshop on Economic Diplomacy

21-23 October 2019

Overview

The workshop aims to deliberate on economics, trade, investment and development issues related to economic diplomacy. It also strives to promote the exchange of views and opinions on related issues. This workshop will bring together government officials, researchers, expert discussants, as well as established and aspiring scholars for in-depth exchanges of knowledge.

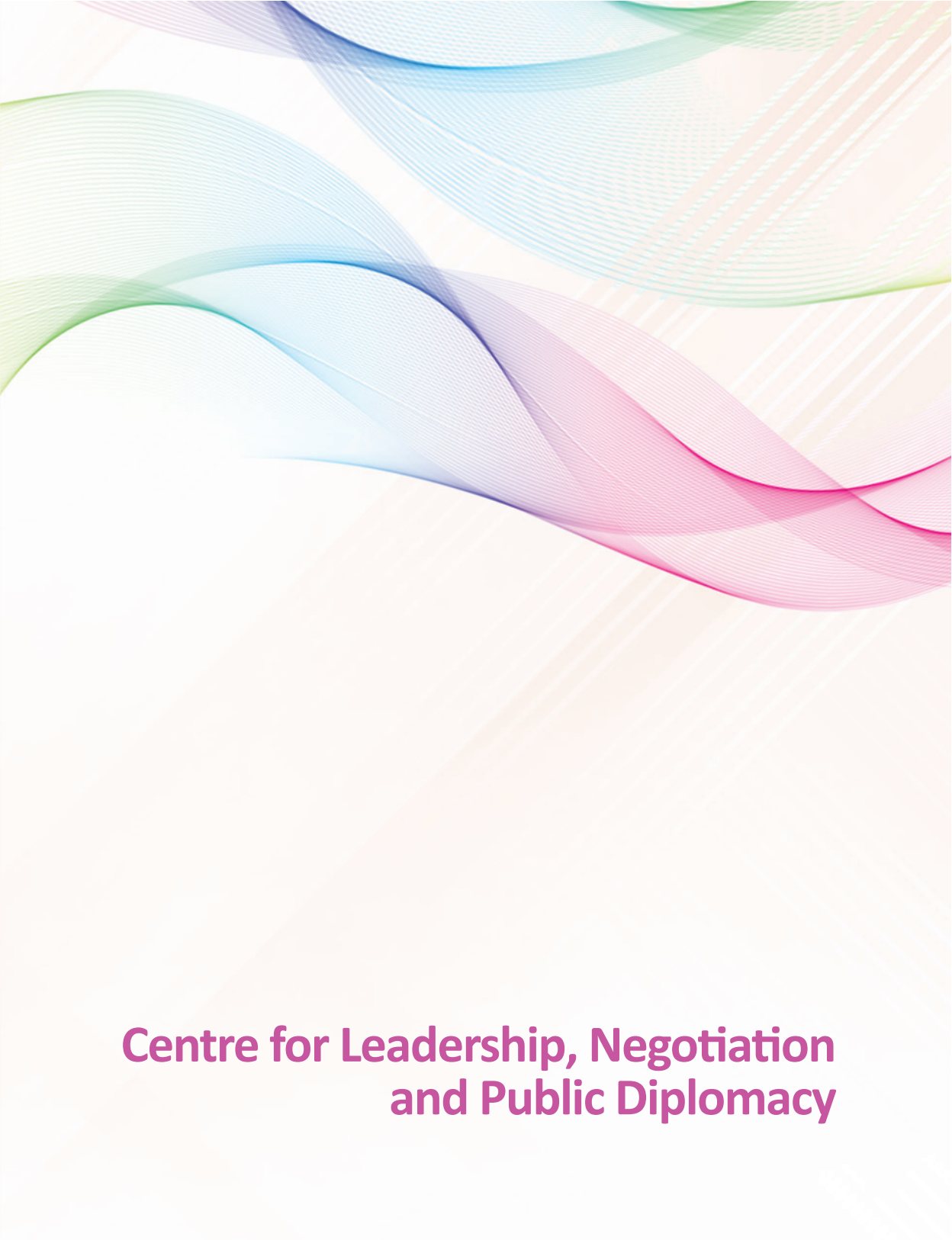
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**Centre for Leadership, Negotiation
and Public Diplomacy**

Centre for Leadership, Negotiation and Public Diplomacy

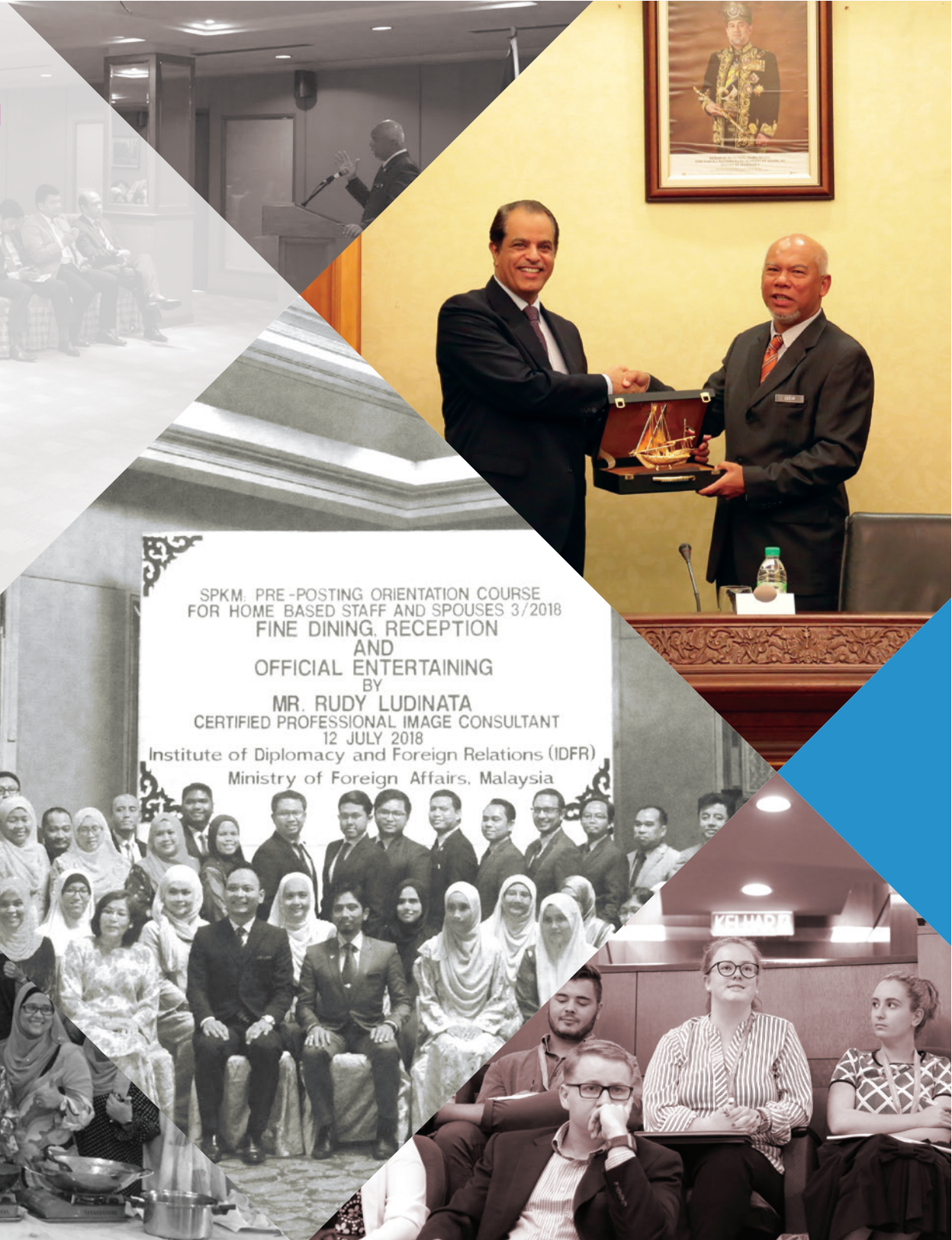
Current global development and digital advancement present new challenges to the international diplomatic practices and to diplomats around the world. The advancement in digital media has influenced the trends in foreign affairs and modern-day diplomacy. State and non-state actors are increasingly relying on social media to influence support in promoting their interests. These scenarios call for immediate attention towards the need for diplomats to enhance their diplomatic skill sets that include new skills in leadership, negotiation and public diplomacy.

The Centre for Leadership, Negotiation and Public Diplomacy was established with the aim to provide innovative training modules in the areas of leadership, negotiation and public diplomacy for Malaysian diplomats and attachés. It also aims to improve and strengthen their competencies in the important skills of leadership, negotiation and public diplomacy.

For 2019, the Centre will organise courses, seminars and workshops on varied subjects related to its three core pillars. High-quality training methodology and learning modules will be emphasised to ensure the desired improvement in the participants' skills and knowledge.

The Centre will also work towards initiating collaboration with respected Malaysian and international training institutes, to develop new practical and training projects in relation to international leadership, negotiation and public diplomacy.





SPKM. PRE-POSTING ORIENTATION COURSE
FOR HOME BASED STAFF AND SPOUSES 3/2018
FINE DINING. RECEPTION
AND
OFFICIAL ENTERTAINING

BY
MR. RUDY LUDINATA
CERTIFIED PROFESSIONAL IMAGE CONSULTANT
12 JULY 2018
Institute of Diplomacy and Foreign Relations (IDFR)
Ministry of Foreign Affairs, Malaysia



Pre-Posting Orientation Course for Home-Based Staff and Spouses under *Sistem Pentadbiran Kerajaan Malaysia di Luar Negara (SPKM)*

Series 1: Grade 41 and Above

5-14 March 2019

Series 2: Grade 38 and Below

8-12 April 2019

Series 3: Grade 41 and Above

8-17 July 2019

Series 4: Grade 38 and Below

23-27 September 2019

Series 5: Grade 41 and Above

14-23 October 2019

Overview

This mandatory course is designed to provide exposure and introduce the participants to the work at Malaysian diplomatic Missions. It aims to enhance their skills in international diplomatic practices; necessary interpersonal, managerial and social skills prior to their assignments abroad. It is to ensure that officials and their spouses are well acquainted with their roles, functions and responsibilities as representatives of the Malaysian Government. These aspects are shared by officers who have served abroad and speakers from various organisations through interactive lectures, group discussions and simulations exercises. It is hoped that at the end of the course, the participants will acquire a new leadership repertoire and sets of skills that will be beneficial to them in their future roles at Malaysian diplomatic Missions.

Course Content

- * Benefits and Incentives (Separate Sessions for Officers and Spouses)
- * Introduction To SPKM and Preparation Before Living and Working Abroad
- * Management of LRS at Post
- * Overview of Malaysia's Foreign Policy
- * Cross-Cultural Awareness

- * Morals and Ethics Related to Foreign Service
- * Role of Spouses at Mission
- * Grooming and Social Etiquette
- * Fine Dining, Reception and Official Entertaining
- * Enhancing Personal Security
- * Ethics and Integrity
- * Consular Work at Mission
- * Media Skills
- * Sharing of Experience by Senior Diplomats
- * Malaysia's Public Diplomacy
- * Understanding Threats to National Security
- * Counter Espionage
- * Asset Management, Administrative and Security Matters at Mission
- * Protocol Matters related to Foreign Service
- * Auditing Matters
- * Financial Management
- * Promoting Malaysia as the Preferred Trade, Investment and Tourist Destination
- * *Indikator Perwatakan Unggul*

Who Should Attend

This mandatory course is offered to Malaysian civil servants and their spouses who will be on their first assignment abroad and they are nominated by the relevant Ministries/ Government Agencies/Departments under the Government's Guideline on *Sistem Pentadbiran Kerajaan Malaysia di Luar Negara* or SPKM.

How to Apply

All applications must be made through the participants' Ministries/Government Agencies/Departments using IDFR'S Online Course Application System, which can be accessed at <http://cas.idfr.gov.my>.

Application Deadline

Series 1: Grade 41 and Above
20 February 2019
Series 2: Grade 38 and Below
22 March 2019

Series 3: Grade 41 and Above

21 June 2019

Series 4: Grade 38 and Below

11 September 2019

Series 5: Grade 41 and Above

8 October 2019

Contact Person

Mr. Muhammad Shafiy Mazlan

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Fax: +603 2145 7015

Leadership Course for Mid-Level Diplomats

Series 1: 23-25 April 2019

Series 2: 5-7 November 2019

Course Overview

In today's diplomatic arena, challenges can arise at any time. To be effective, diplomats need to act as leaders in order to respond to these challenges strategically and effectively. Scholars have argued as to whether leaders are made or born. However, both theories have a distinct appreciation that leaders are born or made in their environment by their closest influencers and by the challenges thrust upon them. This course is designed for Malaysian diplomats from the relevant Ministries and Agencies through a selection process by IDFR.

Course Content

- * Leadership Theories: Identifying and Developing Personal Leadership
- * Introduction to Conceptual Leaders in Foreign Service and Civil Service
- * Leadership Tools and Techniques in Decision Making, Mentoring and Coaching
- * Leadership and Transformational Change
- * Strategic Leadership
- * Sharing of Experience Session with Eminent Persons in Leadership Roles

Who Should Attend

Officials at Ministries/Government Agencies with 7 to 15 years' experience in any international leadership role and whose nature of work involves international relations and diplomacy.

How to Apply

All applications must be made through the participants' Ministries/Government Agencies/Departments using IDFR'S Online Course Application System, which can be accessed at <http://cas.idfr.gov.my>.

Application Deadline

Series 1: 19 April 2019

Series 2: 25 October 2019

Contact Person

Mr. Imran Ariff Mohammad Amin

Email: imran@idfr.gov.my

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International Negotiation Workshop

18-19 June 2019

Overview

Negotiation is an important part of effective diplomacy and international diplomatic practices. It is a process that facilitates states getting involved to find solutions and it is an increasingly important skill for civil servants to possess in order to stay ahead of the challenges in the international relations' fora.

Course Content

- * How Negotiations Work
- * Dealing with Complexities
- * Conflict Handling Mode
- * Coming to Consensus
- * Simulation Exercises
- * Debriefing Simulations
- * Multilateral Negotiations

Who Should Attend

Mid-career and senior officials of any Ministries and Government Agencies whose nature of work involves negotiations.

How to Apply

All applications must be made through the participants' Ministries/Government Agencies/Departments using IDFR'S Online Course Application System, which can be accessed at <http://cas.idfr.gov.my>

Application Deadline

7 June 2019

Contact Person

Mr. Imran Ariff Mohammad Amin

Email: imran@idfr.gov.my

Tel: +603 2149 1154

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Workshop on Public Diplomacy and Media Skills

Series 1: 28-30 August 2019

Series 2: 8-10 October 2019

Overview

The globalization of international relations and the rapid development of information and communication technology have greatly influenced trends in modern-day diplomacy. While diplomacy in the past focused mainly on interaction between states at the bilateral and multilateral levels, diplomacy today increasingly involves interaction with the media, non-governmental organisations and the public at large. The objective of such interaction is to influence thinking at the international level that will promote one's own national interests. Therefore, effective public diplomacy activities and media skills will help promote and contribute towards a better understanding of Malaysia's foreign policy, and trade and economic policies, both regionally and internationally.

Course Content

- * An Overview of Malaysia's Public Diplomacy
- * The Role of Media in Public Diplomacy
- * Media Handling During Crisis Situation
- * How to Write Effective Press Release
- * Press Conference
- * Mock Media Interviews
- * Facing the Media
- * Introduction to Social Media and its Importance
- * Publicity through Social Media
- * Creativity in the Use of Social Media
- * The Power of Visuals in Social Media
- * Tools and Techniques of Handling Media on Social Media Platforms

Who Should Attend

Mid-career and senior officials of any Ministries and government agencies whose nature of work involves the handling of media and public diplomacy.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

Series 1: 16 August 2019

Series 2: 27 September 2019

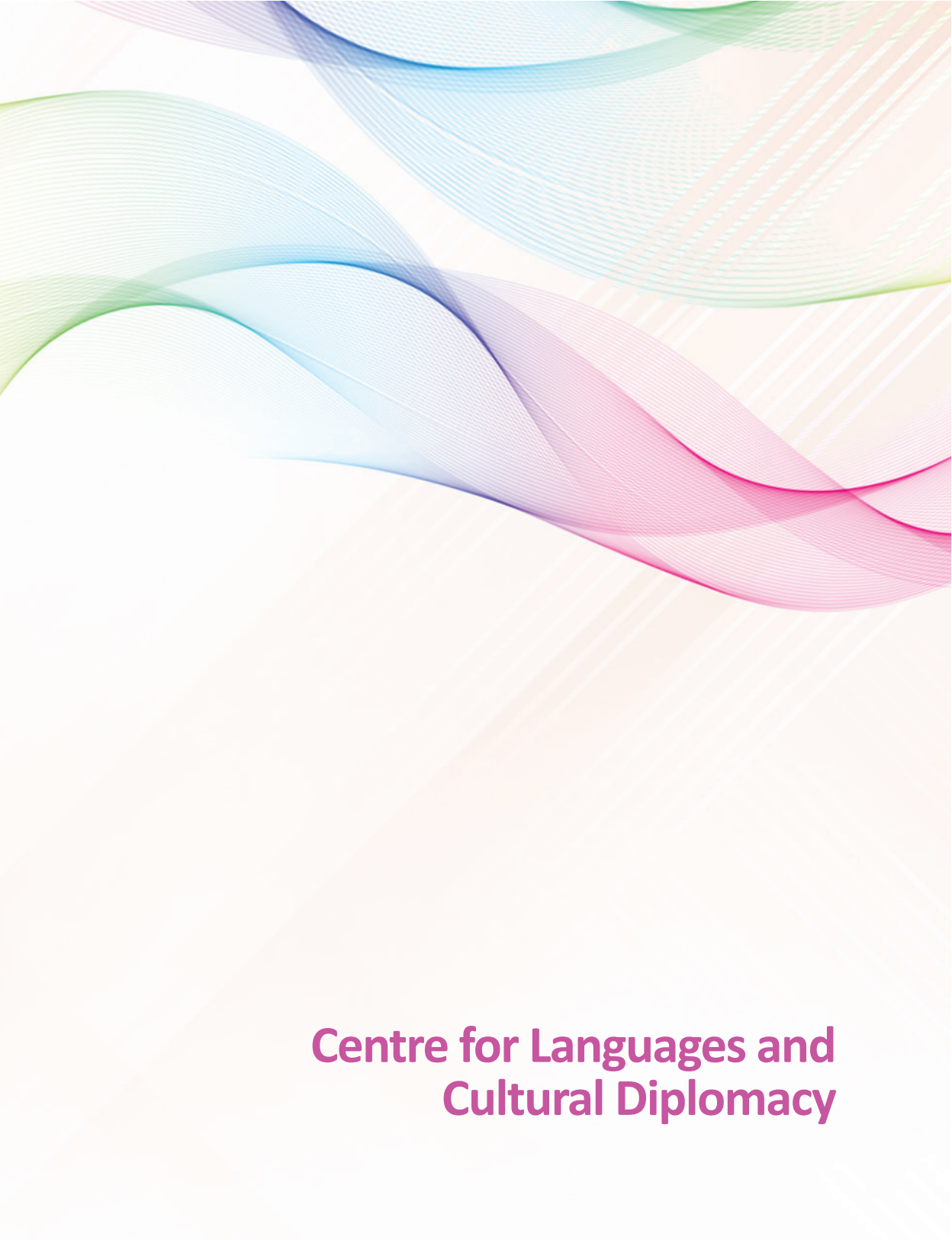
Contact Person

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**Centre for Languages and
Cultural Diplomacy**

Centre for Languages and Cultural Diplomacy

The focus of the Centre is two-fold: Languages and Cultural Diplomacy. The focus, in the context of diplomacy and foreign relations, is to foster good communication skills and an understanding of cross-cultural elements, geared towards moderation and tolerance.

The Centre offers language courses aimed at enhancing language competencies and skills in English language and four foreign languages: Arabic, French, Mandarin and Spanish, with German to be added into the fold in the near future. Other than that, a Conversational Malay language course is offered to foreign diplomats based in Kuala Lumpur, in addition to a course on understanding and appreciating the nuances and usage of the Malay Language in formal contexts. The aspect of culture is embedded into the languages taught, because learning a language is also about learning how to act in another culture, and how to know a new community from the inside.

Cultural Diplomacy is another subject-matter focus, and its features and facets are covered through workshops, lecture series, round tables and panel discussions. The depth and knowledge into the subject is further strengthened by research projects, and through these efforts, IDFR and the Centre aspire to contribute significantly into the intertwining area of culture and diplomacy.

The establishment of the Centre is rooted in its primary objective: helping the participants succeed in the global community.





Say it Right: A Course on Pronunciation 1/2019

19 -21 Feb 2019

Say it Right: A Course on Pronunciation 2/2019

3-5 Sept 2019

Overview

Pronunciation matters and in oral communication, rightly or wrongly, the way you speak is one of the first things people notice about you. People will judge your background, education and social standing just by the way you speak. In speaking, miscomprehension and a breakdown in communication can occur and the contributory factor is often connected to how we speak. Listening and understanding are also important. If you do not know how different words are pronounced, you will struggle to improve your understanding.

Good pronunciation does not mean that we have to speak like native speakers of English. More importantly, learning to pronounce correctly means smoothing out some rough edges to enable people to understand you better. Successful speaking also involves enunciation and elocution. Thus, correct pronunciation and the use of stress in words, sentences and intonation will be the main thrust of this course.

Polishing the way you speak can help in countless ways, to develop your confidence and fluency, and generally make you sound intelligent and refined. An interactive methodology with a variety of awareness-raising activities, practical sessions and simulation exercises will be adopted.

Course Content

- * The English Sound System
- * Stress, Beat and Tune of English
- * Pronunciation of Awkward Words
- * Speaking in Contexts
- * Natural Speech

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

Say it Right: A Course on Pronunciation 1/2019

31 January 2019

Say it Right: A Course on Pronunciation 2/2019

1 August 2019

Contact Person

Ms. Wan Faizah Wan Yusoff

Email: wanfaizah@idfr.gov.my

Tel: +603-2149 1032

Fax: +603-2144 8704

Presentation Skills at the Workplace

11-14 March 2019

Overview

Presentation is having the skill to speaking publicly that can have an impact on the audience. It is a one-to-group communication in delivering a message that can convince, persuade, inspire or convey information to the audience in various contexts.

As English is a global language of business, politics, international relations, culture and entertainment, this four-day programme will develop your linguistic skills to help you be better prepared to make oral presentations. You will enhance valuable 'soft skills' focusing on verbal and non-verbal strategies to present your opinion, make recommendation and develop practical workplace skills in giving presentations. In today's world, understanding this key professional issues and having the language to work with them effectively would be a distinct advantage.

You will be guided through the preparation and delivery of the text. You are engaged through individual speaking exercises, and feedback on your presentation will be given by your peers and facilitators.

Course Content

- * The Appropriate Language
- * Effective Use of Voice
- * Verbal and Non-Verbal Communication
- * Speech Anxiety
- * Handling Questions and Answers
- * Presentation

Who Should Attend

This course is offered to officers, grade 41 and above, from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

8 February 2019

Contact Person

Ms. Wan Faizah Wan Yusoff
Email: wanfaizah@idfr.gov.my
Tel: +603-2149 1032
Fax: +603-2144 8704

Building Blocks of Good English

22-26 April 2019

Overview

Fluency, accuracy and mastery of a wide range of vocabulary and knowledge of the grammatical and linguistic aspects of a language are important to enable you to communicate more effectively.

This five-day course will touch on aspects of English grammar and the language skills necessary to be competent users of the language. The course will provide you with essential grounding in key linguistics concepts that are important to improve your everyday English language skills and be able to communicate effectively with a variety of people in a number of different contexts.

An interactive and integrated approach will be adopted to improve your linguistic skills. The course is task-based, which means it will promote the active production of the English language through class participation and lots of interaction between you and your fellow participants.

Course Content

- * Error Analysis
- * Fundamentals of English Grammar
- * Common Errors
- * Language Skills

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

15 March 2019

Contact Person

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Effective Writing Skills 1/2019

5-8 August 2019

Effective Writing Skills 2/2019

21-24 October 2019

Overview

This writing skills course will look into the importance of writing from diverse contexts: from the basic to that of professional writing. In mastering a language, your ability to draft, edit and write a well-structured written piece illustrates your competency in using the language. This course is designed by bringing together grammar and elements of how the English language is structured, to raise your awareness on the fundamentals of the language and as a means to enhance your writing ability. The focus is on relevance and appropriateness, and to practise your written English skills and develop a practical understanding of both informal and formal writing styles.

In the fast-paced, information driven world of today, by gaining efficient writing skills, you will become a motivated and confident user of English; one of the keys to success in a global community.

Throughout the course, the skill for the craft of writing will be imparted via interactive lectures, in-group discussion and presentations. The aim is to boost your written English skills and develop your confidence to write to different audience, using appropriate language and style.

Course Content

- * The Fundamentals of Grammar for Writing
- * Sentence Structures
- * Organisation of Ideas
- * Paragraph Structuring
- * Proofreading, Reviewing and Editing
- * Error Analysis

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

Effective Writing Skills 1/2019

1 July 2019

Effective Writing Skills 2/2019

20 September 2019

Contact Person

Ms. Wan Faizah Wan Yusoff

Email: wanfaizah@idfr.gov.my

Tel: +603-2149 1032

Fax: +603-2144 8704

Workshop on English Language for Diplomatic Purposes

4-6 November 2019

Overview

English is one of the official and working languages used in the diplomatic world, besides Arabic, French, Mandarin, Russian and Spanish. This workshop is designed to help participants to develop and maintain a set of English language skills and knowledge they need to perform and deliver the best results possible, to achieve success globally.

Throughout the workshop, the skills for the crafts of writing, presenting and participating professionally and confidently in areas pertinent to international relations and diplomacy will be addressed. The aim is also to boost and develop the participants' diplomatic skills in analysis, problem solving, persuasion and relationship building.

Course Content

- * Key Concepts in Diplomacy
- * Appropriate Tone and Format in Diplomatic Correspondence
- * Language of Meetings
- * Note Taking and Minute Writing

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

30 September 2019

Contact Person

Ms. Wan Faizah Wan Yusoff
Email: wanfaizah@idfr.gov.my
Tel: +603-2149 1032
Fax: +603-2144 8704

Arabic

Arabic Level I

7 February-16 April 2019

Overview

The Arabic language is widely spoken all over the world and is also one of the United Nations' official languages. In Malaysia, the Arabic language is taught in most educational institutions, besides English, French, Mandarin and Spanish.

The objective of the Arabic Level I course is to equip the participants with the required language skills of listening and speaking, to enable them to communicate in everyday situations. The aspects of the Arab culture are taught covertly through the learning and teaching process, to instil among the participants the interest and desire to learn the language.

In mastering the language, it will help towards a better understanding of the Arab people and their culture. Knowledge of the language can also instil a better understanding of the Islamic religion through the reading of Al-Quran and Sunnah.

Course Content

- * Pronunciation
- * Greetings
- * Speech Expressions
- * Talking about Accommodations
- * Talking about Transportations
- * Introduction to Arab Culture and Customs

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

11 January 2019

Contact Person

Dr. Raihan Marzuki

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Tel: +603-2149 1149

Fax: +603-2144 8704

Arabic Level III

14 February-25 April 2019

Overview

The Arabic language is widely spoken all over the world and is also one of the United Nations' official languages. In Malaysia, the Arabic language is taught in most educational institutions, besides English, French, Mandarin and Spanish.

The Arabic Level III course aims to equip the participants with the skills to communicate in a social context and participate in informal conversations, as well as to cope with practical situations, both orally and in writing. An interactive and integrated classroom activities are used to cover the structure, grammar and writing conventions of the language.

In mastering the language, it will help towards a better understanding of the Arab people and their culture. Knowledge of the language can also instil a better understanding of the Islamic religion through the reading of Al-Quran and Sunnah.

Course Content

- * Explain Projects using Correct Vocabulary
- * Understanding Simple Articles
- * Describing Past Situations and Events
- * Writing Formal and Informal Letters
- * Mastering the Arabic Grammar

Who Should Attend

This course is offered to all officers from the Ministry of Foreign Affairs and other ministries/government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

18 January 2019

Contact Person

Dr. Raihan Marzuki

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Tel: +603-2149 1149

Fax: +603-2144 8704

Basic Conversational Malay 1

14 January-23 March 2019

Basic Conversational Malay 2

8 April-28 June 2019

Basic Conversational Malay 3

2 July-6 September 2019

Basic Conversational Malay 4

17 September-29 November 2019

Overview

This course is a basic introduction to the Malay language for foreigners working in Malaysia. The classes focus on basic Malay vocabulary, contextual spoken language, and composing simple sentences, expressions and responses. The participants will also be exposed to common errors in using the language.

Content

- * Greetings
- * Nouns: People, Places, Food, Professions, etc
- * Pronouns: References
- * Adjectives: Numbers, Colours, Possessions
- * Adverbs: Amplifier
- * Paragraph Writing
- * Language Functions: Congratulating, Criticising, Giving Opinions and Feedback, Asking and Responding to Questions
- * Politeness in the Malay Language

Who Should Attend

Members of the diplomatic corps residing in Kuala Lumpur, with zero to very minimal exposure to the Malay language.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

Basic Conversational Malay 1

4 January 2019

Basic Conversational Malay 2

4 March 2019

Basic Conversational Malay 3

31 May 2019

Basic Conversational Malay 4

13 August 2019

Contact Person

Dr. Ahmad Kamal Ariffin

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Tel: +603-2149 1036

Fax: +603-2144 8704

Malay Language: Appreciation and Communication Course 1
12-13 February 2019

Malay Language: Appreciation and Communication Course 2
21-22 May 2019

Malay Language: Appreciation and Communication Course 3
20-21 August 2019

Malay Language: Appreciation and Communication Course 4
15-16 October 2019

Overview

Malaysia, by the year 2020, should have evolved from a developing country to that of a developed country. In line with the modernisation and development of Malaysia, the Malay language should have a wider and mightier role in shaping the advancement of its people and the nation. The might on the usage of the Malay language within the Malaysian society could be achieved through socio-economy, socio-education and socio-politics aspects, with commitments from individuals, government and public.

The objectives of the course are to enhance the participants' skills of presenting and writing in Malay, expose them to the Malay spelling convention based on Dewan Bahasa dan Pustaka, develop and enhance their skills in writing working papers, formal letters and meeting minutes in an organisation, and to assist them in executing the arts and ethics of public speaking in Malay.

Content

- * History of the Malay Language
- * The Malay Language Grammar System
- * Degree of Politeness in the Malay Language
- * Writing of Working Papers
- * Writing of Formal Letters
- * Writing of Meeting Minutes

Who Should Attend

This course is offered to officers from the Ministry of Foreign Affairs and other ministries/ government agencies.

How to Apply

All applications must be made through IDFR's Online Course Application System at **<http://cas.idfr.gov.my>**.

Application Deadline

Malay Language: Appreciation and Communication Course 1

11 January 2019

Malay Language: Appreciation and Communication Course 2

12 April 2019

Malay Language: Appreciation and Communication Course 3

19 July 2019

Malay Language: Appreciation and Communication Course 4

6 September 2019

Contact Person

Dr. Ahmad Kamal Ariffin

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Cultural Diplomacy

Cultural Diplomacy Lecture Series 1/2019

27 March 2019

Cultural Diplomacy Lecture Series 2/2019

10 October 2019

Overview

The modern cultural diplomacy has become more interrelated, where most countries recognise the significance of soft power and the importance of cultural diplomacy. Cultural diplomacy is used as a tool and an option to deal with the complexity of international relations by engaging culture as the basis of soft power. This lecture series focuses on instilling awareness and boosting understanding on how cultural diplomacy can promote peace, stability and prosperity, regionally and globally. It also aims to develop the practices offered by cultural diplomacy internationally.

This lecture series brings together Malaysian government officials, foreign mission representatives, policy makers and analysts, academicians, non-governmental organisations, private sectors and other interest groups to a session of exchanging ideas with guest speakers who are experts in cultural diplomacy. Among past speakers were Tan Sri Dato' Seri Dr. Rais Yatim, Advisor to the Government of Malaysia on Socio-Cultural issues; Dr. Farish A. Noor, Associate Professor at the S. Rajaratnam School of International Studies, Nanyang Technological University; Dr. Muhamad Salah, a prominent Islamic scholar who teaches at Al-Azhar University, Shariah Academy and London College; Dato' Seri Mohamed Nazri Abdul Aziz, Minister for Tourism, Arts and Culture; and Tunku Zain Al-'Abidin Tuanku Muhriz, President of IDEAS. Participation is by invitation only.

Contact Person

Ms. Wan Faizah Wan Yusoff
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Tel: +603-2149 1032
Fax: +603-2144 8704

Workshop on Intercultural Communication, Awareness and Diplomacy

20-22 August 2019

Overview

Intercultural communication is a discipline that studies and practices communication across different cultures, or how culture affects communication. It is used to describe the wide range of communication processes within an organisation or social context made up of individuals from different religious, social, ethnic and educational backgrounds. Intercultural communication is sometimes used synonymously with cross-cultural communication.

Cultural diplomacy is defined as one of the many tools of public diplomacy and soft power that includes the "exchange of ideas, information, art and other aspects of culture among nations and their peoples in order to foster mutual understanding". Understanding and appreciating intercultural diversity have positive implications to individuals as they ease communication, build confidence and trust, and break down barriers.

This workshop is suited for those who are going to live or work in a new country. It focuses on a practical approach to communication from an intercultural perspective and enhances the participants' intercultural awareness and skills. This will enable them to assimilate better into their new environment and surrounding. Issues, challenges and ways in managing cross-cultural differences are presented through interactive lectures, role plays and simulation exercises.

Content

- * Understanding the Elements of Culture and Managing Diversity
- * Soft Power and Hard Power
- * Cultural Diplomacy as a Means of Soft Power
- * High and Low Context Cultures
- * Culture and Communication – Verbal and Non-Verbal
- * Cultural Shock and Cultural Sensitivities
- * Definition of Religion and Culture
- * The Concept of Regional Security Culture

- * The Effects of Culture on Bilateral Relations
- * Intercultural Perception and Intercultural Explanation Model
- * Impact of Culture on Social Interaction, Meetings, Discussions and Negotiations
- * Cross-Cultural Misunderstanding, Issues and Challenges
- * Lecture Series with Head of Mission

Who Should Attend

Malaysian government officers at grade 41 and above.

How to Apply

All applications must be made through IDFR's Online Course Application System at <http://cas.idfr.gov.my>.

Application Deadline

10 July 2019

Contact Person

Ms. Wan Faizah Wan Yusoff
Email: wanfaizah@idfr.gov.my
Tel: +603-2149 1032
Fax: +603-2144 8704

Malaysian Technical Cooperation Programme (MTCP): Intercultural Awareness and Diplomacy Course 2019

9-20 September 2019

Overview

Culture in today's perspective, plays a crucial role in building strong connection between one individual to another, using language as a medium of communication. In a broader sense, the term culture refers to a shared attribute of attitudes, values, goals and practices within societies, organisations and institutions. It can be defined as a powerful tool to link an individual with one community through sharing one or more conceptual thought applicable in every aspect of life such as in the working environment, family institution, education, corporate world and also in the diplomatic context. In the diplomatic world, culture can be a tool towards sharing and exchanging values and ideas between countries through global intercultural dialogues; to withstand adverse conditions on issues of injustice, to uphold towards a better global peace and stability. A country with a robust diplomatic construction is a nation that appreciates the role of culture in moulding it as a whole entity.

The objectives of the module are to raise participants' awareness about diversity, both multi-racial and multi-ethnic, and becoming aware of one's cultural values, beliefs and perceptions, and the processes of communication across cultures and between different cultural groups. The focus of the course is to instil awareness in the participants on the importance of language, culture and international relations, with emphasis on culture in the diplomatic context. An integrated teaching and learning methodology will be adopted. Participants learn through lectures, discussions, practical exercises and group activities.

Content

- * Introduction to Cross-Cultural Awareness
- * Scope and Impact: Working Internationally
- * Cultural Dimensions
- * Elements of Communication
- * Culture and Effects on Communication
- * Cross-Cultural Competence – Towards Cultural Literacy

- * Culture and Media
- * Country Paper Presentation

Who Should Attend

This course is offered to junior to mid-career diplomats and government officers whose tasks and functions are related to diplomacy and international relations. The interested participants must also fulfil the following criteria:

- * Nominated by their Government
- * Below 35 years old
- * Three or more years' working experience
- * Have a basic university degree
- * Proficient in the English language at the intermediate level
- * Medically fit
- * Able to work independently and in groups

How to Apply

A standard application form is available at the Embassy/High Commission of Malaysia in the applicant's country or one that is nearest to it. The application form and guidelines for application can also be viewed and downloaded at <http://cas.idfr.gov.my>. The application must be endorsed by the applicant's Ministry of Foreign Affairs before submission.

Application Deadline

9 August 2019

Contact Person

Ms. Wan Faizah Wan Yusoff
Email: wanfaizah@idfr.gov.my
Tel: +603-2149 1032
Fax: +603-2144 8704

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**Centre for Competency
Enhancement**

Centre for Competency Enhancement

The Centre for Competency Enhancement manages two of IDFR's long-term flagship programmes, namely the Diploma in Diplomacy (DiD), a preparatory course for junior officers of the Ministry of Foreign Affairs, Malaysia prior to their first posting abroad, and the IDFR-UKM Master of Social Science in Strategy and Diplomacy.

The latter programme, which was introduced in May 1999, has now registered almost 20 years of excellent academic collaboration between IDFR and Universiti Kebangsaan Malaysia, one of the leading public universities in the country.

Through such programmes, the Centre aims to provide opportunities to civil service officers, private sector professionals as well as fresh graduates from within Malaysia and abroad to build on and further enhance their knowledge, skills and experience not only in diplomacy, foreign policy, international relations and strategic theories, but also in practical applications.

Ultimately, the Centre envisages moulding competent and inquisitive individuals who are better aware of the shifting global political and economic climate, and who are able to contribute their newly-acquired scholarship to either their workplace or the academia.





Master of Social Science in Strategy and Diplomacy 2019/2020

September 2019-August 2020

Overview

This one-year, full-time Master's programme equips students from diverse academic and professional backgrounds with the essential yet comprehensive range of theoretical approaches, conceptual tools, and analytical skills to explore the nexus between strategy and diplomacy within the context of the changing regional and global environment.

It focuses on cultivating the understanding of strategy and security, diplomacy, foreign policy, international law, international political economy, defence policy as well as regional issues.

Apart from that, the programme tackles core themes relating to the theory and practice of strategy and diplomacy. Subsequently, the curriculum will benefit the students' approach to meet the challenges of the day-to-day conduct of professional duties, especially those who are directly involved or who aspire to work in the diplomatic, military, or political and economic research fields.

Course Content

Compulsory Subjects

- * Research Methodology in Strategy and Diplomacy
- * Strategy and International Security: Concepts and Theories
- * Diplomacy: Theory and Practice
- * International Political Economy

Elective Subjects

- * Comparative Foreign and Defence Policy
- * Globalisation and Regionalisation
- * ASEAN and the Asia-Pacific Order
- * Malaysia and Small-State Strategy
- * International Law and Organisations
- * Seminar on Strategy and Diplomacy

Thesis

- * Dissertation Exercise (not more than 30,000 words)

Prerequisites

For All Applicants

All applicants for the IDFR-UKM Master of Social Science in Strategy and Diplomacy must meet the following minimum general requirements:

1. Completed a bachelor's degree or its equivalent
2. Proficient in the English language (please see **Language Requirement**)

For Malaysian Government Officials

- * Serving officers with the Malaysian public sector are required to submit their application to further their studies to their respective Ministries/Agencies.
- * They are also obliged to obtain approval for study leave and a Government scholarship (where applicable).

Language Requirement

- * Applicants must demonstrate their capacity to pursue a graduate-level programme in English.
- * Malaysian applicants must possess at least a Band 4 in the Malaysian University English Test (MUET).
- * International applicants must prove their proficiency in English by including either their TOEFL (a minimum of 550) or IELTS (a minimum of 6.0) score upon application.
- * Applicants who earned a bachelor's degree from an English-medium university are exempted from this requirement.

How to Apply

Application forms can be obtained from **www.idfr.gov.my** or **www.ukm.my/pusatsiswazah**.

Completed forms are to be submitted to:

Institute of Diplomacy and Foreign Relations (IDFR)

Ministry of Foreign Affairs, Malaysia

Jalan Wisma Putra

50460 Kuala Lumpur

Malaysia

(Attn: Ms. Deborah Tan Sue-Yuen/Ms. Jarin Sijaya Abdul Hathi)

Application Deadline

All application forms should reach IDFR **no later than 31 May 2019**.

Programme Coordinators

Ms. Deborah Tan Sue-Yuen
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Ms. Jarin Sijaya Abdul Hathi
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Enquiries

All enquiries should be directed to:

Director General
Institute of Diplomacy and Foreign Relations (IDFR)
Ministry of Foreign Affairs, Malaysia
Jalan Wisma Putra
50460 Kuala Lumpur
Malaysia



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