The University of Greenwich

Master of Business Administration (MBA) & Master of Arts (MA)

* International Business

_Dual Degrees Programmes_

(Deliver in Hong Kong / Singapore / London -UK)

(#A66?? MBA Info Sheet, Reg #. 251???)
(#A66?? MA Info Sheet, Reg #. 251???)

_Tentative Information (subject to change)_

The MBA & MA International Business programmes are designed in such a way as to reflect the increased emphasis of multidisciplinary and international perspective arising from today’s market developments as well as the employer’s expectation to integrate the theoretical knowledge and applied skill in training modern work force. The programmes also explore the complexity and diversity of businesses in a global market and enables participants to build skills on a wider international scope.

MBA & MA International Business Program Structure:

The approximately 15 to 20 months Master degrees programmes are awarded by the University of Greenwich in UK. The programs consist of 10 modules plus a project. The core of the programs emphases on the complexity and diversity of businesses in a global market and enable students to develop skills in assessing the environment for businesses, identifying new international business opportunities and analyzing international markets and industries. These collaborative Master Degree programmes consist of the following courses:
A total of 180 credits is required to obtain a Master of Arts International Business degree. Students are encouraged to gain real-life professional & practical experience by working in the commercial world and claim for an addition of 60 credits. Students who gain the full 240 credits will be eligible for the award of Master of Business Administration (MBA).

HK Programme Operator - ABRS Management & Technology Institute: for further information

Mr. C.K. Or (Tel 2833 9605), Mr. Ken Ting (Tel 2833 9621), Mr. Ritchie Poon (Tel 2833 9618 / 2833 9608) & Mr. Bernard Chan (Program Mgr 2833 9604) at ABRS Professional Learning Services at 4/F ChinaChem Johnston Plaza, 178 Johnston Road, Hong Kong (M-F 10am-8pm, Sat 10am- 5pm)

Email: info@abrs.net, or marketing@abrs.net

The information stated here is for reference only and is subject to change for programmes (1) UGW MBA EDB Registration #????? and (2) UGW MA IB EDB Registration #?????. It is a matter of discretion for individual employers to recognise any qualifications to which the courses may lead to.
Admission Requirement:

Candidates should normally possess
- bachelor degree holders in any disciplines, OR
- 4-year Honours Diploma from Hong Kong Baptist College, Hong Kong Shue Yan College, Caritas Francis HSU, Chu Hoi College, other places, OR
- recognized Higher / Advanced diploma / Associate Degree in business related disciplines with minimum of 2 years working experience, OR
- Diploma / Certificate in business related disciplines with many years of working experience, OR
- Full / Partial professional bodies qualifications with years of working experience, OR
- Mature practicing professionals with suitable experience without first degree will consider on case by case basis,
  AND

English Requirement
- Graduated from a tertiary qualification conducted in English, OR
- IELTS 6.5 / TOFEL 550, OR
- Other equivalent English proficiency qualifications

In all cases, final decision is at discretion of the University of Greenwich.

Commencement: Spring, Summer, Autumn & Winter

Medium of Instruction: English based (occasionally supplement with Cantonese)

Fee:
- HK$300 (non-refundable) Application fee
- HK$7,500 * 10 Program Fee
- HK$350 (pay at time of enrolment) ABRS / VTC Library Card
- HK$4,000 Project Supervision

Fee for Professional Practice (applicable to MBA):
- HK$8,000 Professional Practice 1 & 2

Fee for Exceptional Circumstance:
- HK$500 per module Deferral Fee
- HK$4,500 per assignment Re-Assignment
- HK$4,500 per examination Re-examination
- HK$7,000 per examination Re-examination
- HK$5,000 Advanced Prior Learning per 15 credits module
- HK$8,000 Annual Retention Fee starting on 3rd year

PROGRAM INFORMATION

1. Program Completion Time – The minimum completion time is 15 months and the maximum is Three years.
2. Class Hours – Approximate 200+ total hours of scheduled lectures and tutorials plus student
group discussion of no less than 50 hours and four half hour projects supervision.

3. **Assessment** – Most of the modules are assessed by group / individual assignments. Other assessment formats such in-class presentation, students participation, quizzes or tests or examination may be used in some modules as additional assessment components. The total passing mark is 50 for each module.

4. **Course Schedule** – Normally ONE module to be completed around 4-8 weeks term.

   Typically the classes will be scheduled
   
   a) *Weekly mode*: a number of half day / 3 hour sessions at weekends (Sat PM, Sun AM & PM), or few weekday evenings after 7:00pm by local tutors.
   
   b) *Occasional Intensive Mode (overseas tutor) one week course plus local tutorial:*

5. **Class Venues** – Classes will be normally be held at:

   a) ABRS Centres at Wanchai with full computer / video projection facilities, and supplemented by
   
   b) For occasional large class lecture, University of Hong Kong Lecture Hall or other hotel / conference venues in Hong Kong.

6. **Course Tutors** - Local tutors, overseas tutors and industrial guest speakers

7. **Library Access** – A learning support centre with reference books and computing facilities is available from ABRS / VTC library at a fee.

8. **Core Text Books** – To be separately purchased by students.

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**Examinations, Award & Advancement**

University examinations are held during December / January, May and August each year. Each subject is assessed through a 1 to 3 hours examination plus continuous assessment. The Master degree *MSc Finance and Investment Analysis* will be awarded for those who pass all required subjects and other general requirement.

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**Detail Fees explanation:**

**Student Examination Fee:**

Not Available. However, student who failed his / her assignment or examination or both need to re-take the failing component(s). In that case, the fees are

- Re-assignment $HK4,500 per module
- Re-examination $HK4,500 per module

**Student Project Supervision Fee:**

A project supervision fee of HK$4,000 which covers four half-hour individual meetings would be collected within one month before commencement of the project supervision when student is ready to work on his / her Project. Additional half-hour individual meeting will be charged at HK$500 per meeting upon student request.
Advanced Prior Learning - Credits Exemption Fee
Student who wants to apply Advanced Prior Learning credits exemption needs to submit an exemption claim form. An administrative fee of HK$500 will be charged on each form submission. The amount will not be refunded despite the outcome. Furthermore, student must pay the credits exemption of HK$5,000 per 15-credits module.

Student Retention Fee: Student who does not complete his / her program within 2 years needs to pay HK$8,000 per year retention fee on the beginning of his / her third year study. The fee will be charged in the beginning of each year on annual basis till program completion.

Student Library Fee: Compulsory HK$350 per year for each student to use the Vocational Training Council library located at Wood Road, Wan Chai.

Student Registration Procedure:
Application form and copy of applicant credentials together with a deposit of HK$1,000 either pay by cheque or by cash must be submitted to “ABRS International Information and Consultancy” for processing at time of registration. The deposit of HK$1,000 will be refunded to applicant within 30 days after course commencement.

Course Module Deferral Procedure: Students may apply for deferral of study subject to approval of ABRS and University of Greenwich for acceptable unforeseen circumstances with proof. On resumption of study (which is only subject to course availability), students may take the paid and deferred subject (or portion of subject) with an administrative fee of HK$500, and with any additional surcharge to cover any increase in tuition fee. ABRS is not liable for non-availability of deferred course. Students must resume the deferred course in next round of the course offer, and it is normally within twelve to fifteen months. Students must pay attention that they have to complete the whole program (ie all modules plus project) within a period of 36 months from the date of application.

Refund Condition
Application fee HK$300 is NOT refundable. A refund of fee paid for the coming semester will be made if the applicant informs ABRS at least 7 days prior to program / semester commencement and shows that unforeseen circumstances outside his / her control shall render him/her unable to effectively participate in the program in the forthcoming semester. No refund, other than circumstances on compassionate grounds, will be made after 7 days prior to program / semester commencement.

If the course is withdrawn or not offered after application for enrolment, fee paid less application
fee will be refunded.

On premature cessation of the course, all fees and charges that have been collected in respect of any part of the course falling to be conducted on or after the date of the cessation will be refunded within 1 month of the premature cessation.

**Disclaimers:**
- It is a matter of discretion for any employers to recognise any qualification to which the courses may lead to
- Any follow-on courses are subject to availability and satisfactory enrolment level only
- The supporting pre-course is delivered entirely by ABRS (ED 9/2903594 Approved Courses)

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**Important Notes:**

****We do NOT authorize any of staff to enter into verbal agreement of significance with any parties. All agreement of significance should be signed in writing by Program Director or Institute Head with name, signature and stamp.

No cash transaction is permitted outside our official enrolment office****

Please refer to our published brochure and enrolment form for fee and payment details - fee may be adjusted for subsequent terms with official notice.