**BUSINESS ADMINISTRATION** **(1 year, Postgraduate Diploma)**

*– This program is registered but not yet accredited*

The College of Tourism and Hotel Management, Cyprus, offers a one-year Postgraduate Diploma in Business Administration with opportunities for progression to the Masters in Business Administration (MBA) and Masters in International Business (MAIB) in a number of universities in Europe, UK and USA.

The program has been designed to provide students with a rigorous academic and wide ranging educational and cultural experience, which will:

* Provide a foundation for a management career in various organizations;
* Encourage the development of those intellectual abilities and analytical skills necessary for career development, personal development;
* Enable students to develop the skills and facility to investigate innovations and challenge ideas;
* Enable students to develop the ability to cope with change and adapt to new systems and technologies within a global environment.
* Learn to draw upon the knowledge and experience of others through interacting with their peer group;
* Acquire, through learning, a global perspective of management;

The objectives of the program are:

* To provide students with an education in management for a global market and economy;
* To enable students to apply these concepts, principles and techniques appropriately to a variety of organizational situations;
* To encourage students to think critically and independently about intercultural management problems;
* To provide the opportunity, through course related activity, for students to develop the skills and attributes necessary for their career and personal development.

The program consists of two semesters, which lead to the Postgraduate Diploma in Business Administration. The first semester consists of six compulsory modules whereas the second semester consists of three compulsory and three elective modules.

**POST GRADUATE IN**

**BUSINESS ADMINISTRATION**

**PROGRAM STRUCTURE**

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Course name and number | Contact hours per week | Number **ECTS** units per semester |
|  |  |  |  |
| 1 | BUS051 Induction to PGD | 15 | 0 |
|  |  |  |  |
|  | **SEMESTER ONE** |  |  |
|  | **Compulsory** |  |  |
| 2 | STA501 Statistics and Quantitative Methods | 3 | 6 |
| 3 | HUM501 Organizational Behavior | 3 | 6 |
| 4 | MAR503 Marketing Management | 3 | 6 |
| 5 | ACC501 Financial Reporting | 3 | 6 |
| 6 | ECO501 Economics for Managers | 3 | 6 |
|  | **TOTAL** | **15 hrs** | **30 ECTS** |
|  |  |  |  |
|  | **SEMESTER TWO** |  |  |
|  | **(a) Compulsory** |  |  |
|  | BUS503 Strategy and Policy | 3 | 6 |
|  | ACC502 Financial Management and Control | 3 | 6 |
| 8 | BUS504 Management Decision Making | 3 | 6 |
| 9 | **(b) Electives (two out of eleven)** |  |  |
| 10 | HUM502 Management of Human Resources | 3 | 6 |
| 11 | MAR501 Marketing in an International Environment | 3 | 6 |
| 12  13  14  15  16  17  18  19 | BUS502 Total Quality Management | 3 | 6  6  6  6  6  6  6  6 |
| BUS505 Research Methodology  COM522 Systems Analysis and Design  BUS506 Business Analysis Project  BUS507 Entrepreneurial Studies  BUS508 International Management  HUM503 Organizational Leadership  HUM504 Organizational Communication | 3  3  3  3  3  3  3 |
|
|
|
| 20 | COM532 Business Information Systems | 3 | 6 |
|  | **TOTAL** | **15 hrs** | **30 ECTS** |

Upon successful completion of the one-year program, students are awarded the Postgraduate Diploma in Business Administration.