

Stansfield College  
VICTORIA UNIVERSITY  
**Master of Business Administration (MBA)**  
Evening College – Part Time

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Course Information Sheet

**Intake Date** 2 January 2012

**Graduation Year** 2013

**Duration of course** 12 months

**For Whom** Students will be normally required to hold a recognised first degree, preferably with a minimum 2 years full time supervisory, management or relevant work experience. The programme is developed for those would want to acquire a business education to complement their existing work experience.

**Course Structure** Students must complete a total of 12 units to complete the MBA. These modules consist of 4 units from the Post-Graduate Diploma in Management (PGDM) awarded by Stansfield College and a further 8 units from Victoria University.

The PGDM units are:

- Work & Organisation Systems
- Organisation Change Management
- Management Information System
- Human Resource Management

The VU units are:

- Financial Analysis
- Business Economics
- Business Ethics & Sustainability
- Managing Innovation & Entrepreneurship
- Business Research Methods
- Quantitative Analysis
- Marketing Management
- Strategic Management & Business Policy

*\*Units are subject to change.*

**Course Delivery** Evening college students will be expected to attend lectures, group discussions and project work three to four times a week as time-tabled from 6.30pm to 9.45pm.

**PGDM Units:** Students will first complete the 4 PGDM units during the first term and subsequently take the VU units over the next two terms to fulfill the VU MBA course requirements.

**VU Units:** Students will be required to take 8 units over the second 2 terms. Some of these units which are co-taught by Victoria University faculty commence with Intensive workshops taught by Victoria University faculty followed by classes taught by Stansfield College faculty.

Students attend a total of 30-36 lecture/tutorial per unit, out of which 12 hours will be taught by the Victoria University faculty with the remaining sessions taught by Stansfield College faculty. Students may have the option to select a flexible schedule to suit their study plan.

**Academic Calendar**

Term		Exam Period	Term Break
Term 1	2 Jan – 14 Apr 2012	16 Apr – 21 Apr 2012	22 Jan – 29 Jan 2012 22 Apr – 29 Apr 2012
Term 2	30 Apr – 4 Aug 2012	6 Aug – 11 Aug 2012	12 Aug – 19 Aug 2012
Term 3	20 Aug – 24 Nov 2012	26 Nov – 1 Dec 2012	End of course

*\*Tentative schedule subject to changes*

**Intensive Workshop by VU**

The compulsory Intensive Workshop is conducted by the Victoria University faculty and is usually scheduled on the first few weeks of the commencement of a term. The Intensive Workshops are typically held for 3 – 4 days.

**Internal Examinations & Assignments**

Students need to follow the unit outlines that will have assignment deadlines. The schedules of end of term examinations will be given to the students during the 4<sup>th</sup> week of every term.

Evaluation is based on individual and group assignments as well as written examinations conducted by Victoria University.

**University Final Examinations**

After the completion of 14 weeks of lessons, students will sit for the examinations, at the end of every term.

**Stansfield College Fees**

The fees are as follows:

• Application Fee	\$400.00
• Medical Insurance	\$100.00
• Course Fee	\$21,000.00
• FPS fee	\$633.00
• Total Fees (without GST)	\$22,133.00
• Total Fees (with 7% GST)	<u><b>\$23,682.00</b></u>

*As required by the Council of Private Education regulations, the College has arranged for compulsory fee protection (FPS insurance) cover through HSBC FPS insurance and medical insurance.*

*The above fees do **not** include the cost of textbooks and other miscellaneous costs, which the student will incur separately.*

**Application form**

Please complete and submit the relevant application form with application handling fee of \$428 (inclusive of GST).