Graduate Certificate in Business Administration

1 Enrolment requirements
(1) To enrol in the program, a person must—
   (a) Either—
      (i) (A) hold a bachelor’s degree, or equivalent with a GPA of 4; and
           (B) have completed at least four years’ full-time work experience (or equivalent) post-graduation, including at least two of the four years’ full-time work experience (or equivalent) gained while working in a dedicated supervisory or management role, approved by the executive dean; or
      (ii) have at least seven years’ full-time work experience (or equivalent), including at least three of the seven years’ full-time work experience (or equivalent) gained while working in a dedicated supervisory or management role, approved by the executive dean; and
   (b) satisfy the executive dean that the person is suitably qualified for admission.

(2) If—
   (a) the person is an international applicant; and
   (b) the executive dean requires the person to complete the graduate management admission test (GMAT),

      the person must complete the GMAT with a score determined by the executive dean.

(3) A student must, if required by the executive dean, pass a qualifying examination in any or all of—
   (a) basic computing;
   (b) written communication;
   (c) basic mathematics;
   (d) basic statistics,

      before enrolment is approved.

2 Program requirements
(1) To complete the program, a student must complete 8 units from the MBA course list, comprising—
   (a) 4 units from part A; and
   (b) 4 units from part B.

3 Maximum credit for other study
The maximum credit that the associate dean (academic) may grant to a student for other study is 4 units.

Note See PPL 3.50.03 Credit for Previous Studies and Recognised Prior Learning.