

## **REGULATIONS FOR THE DEGREE OF MASTER OF BUSINESS ADMINISTRATION (MBA)**

*These regulations apply to students admitted to the Master of Business Administration in the academic year 2009-2010 and thereafter.*

*(See also General Regulations)*

Any publication based on work approved for a higher degree should contain a reference to the effect that the work was submitted to the University of Hong Kong for the award of the degree.

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### **Admission requirements**

**MBA 1** To be eligible for admission to the courses leading to the degree of Master of Business Administration, candidates shall

- (a) comply with the General Regulations;
- (b) hold
  - (i) a degree of this University or another qualification of equivalent standard from this University or from another University or comparable institution accepted for this purpose; or
  - (ii) a professional qualification and membership of a professional body accepted for this purpose;
- (c) have attained a satisfactory level of performance in the Graduate Management Admissions Test (GMAT) or GRK or equivalent;
- (d) provide evidence of successful business experience of at least three years duration for entry to the full-time and part-time streams; or possess at least five years of experience at managerial level on top of prior experience in reaching management ranks for entry to the part-time Executive stream;
- (e) have attained a satisfactory score on TOEFL or IELTS if the primary language of instruction is not English and his/her native language is not English for entry to the part-time Executive stream; and
- (f) shall satisfy the examiners in a qualifying examination, if required.

**MBA 1A** Candidates who do not satisfy the requirements of MBA 1 (b) and/or (c) above may in exceptional circumstances be admitted if they

- (a) demonstrate adequate preparation for studies at this level; and
  - (b) have demonstrated to the Admissions Committee with more than 7 years of exceptional business experience at senior management level; and
  - (c) satisfy the examiners in a qualifying examination, if required.
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### **Qualifying examination**

#### **MBA 2**

- (a) A qualifying examination may be set to test the candidates' formal academic ability or their ability to follow the courses of study prescribed. It shall consist of one or more written papers or their equivalent and may include a project report.
- (b) Candidates who are required to satisfy the examiners in a qualifying examination shall not be permitted to register until they have satisfied the examiners in the examination.

### Course exemption and advanced standing

**MBA 3** Exemption of up to four required courses may be granted (normally by examination) if candidates

- (a) can produce evidence, such as transcript and course syllabus, that a course is equivalent in content to another course taken elsewhere for which a satisfactory grade has been obtained; or
- (b) are holding relevant professional qualifications.

No credits will be given for the exempted course and candidates shall be required to take an approved alternative course.

**MBA 4** Advanced standing of up to two required courses may be granted (normally by examination) if candidates

- (a) can produce evidence, such as transcript and course syllabus, that a course is equivalent in content to another course taken elsewhere for which a satisfactory grade has been obtained where exemption of two courses has already been granted according to MBA 3; or
- (b) are holding relevant professional qualifications where exemption of two courses has already been granted according to MBA 3; or
- (c) have completed comparable courses for which a satisfactory grade has been obtained at postgraduate level.

No credits will be given for the advanced standing granted.

**MBA 5** The total number of course exemption and advanced standing to be granted according to MBA 3 and MBA 4 shall not exceed four for the full-time and part-time streams. No course exemption and advanced standing will be granted for the part-time Executive stream.

### Award of degree

**MBA 6** To be eligible for the award of the degree of Master of Business Administration, candidates shall

- (a) comply with the General Regulations; and
- (b) complete the curriculum and satisfy the examiners in accordance with the regulations set out below.

### Length of curriculum

**MBA 7** The curriculum shall extend over a minimum of two academic years and a maximum of four academic years of part-time study, or a minimum of one academic year and a maximum of two academic years of full-time study. Candidates who have been granted advanced standing under Regulation MBA 4 are permitted to complete the curriculum in less than two academic years of part-time study, or not less than one academic year of full-time study. Candidates who have been granted leave of absence under Regulation 9 are also required to complete their study within the specified maximum period.

**MBA 7A** The curriculum of the part-time Executive stream shall normally extend over a period of two to three academic years. In exceptional circumstances, candidates may complete all programme requirements within a maximum period of forty-eight months from the initial matriculation date of the programme.

**Leave of absence**

**MBA 8** A candidate who wishes to be absent from a full-time term/part-time module or more shall be required to submit a written application for leave of absence for personal, health, or other reasons to have time away from his/her academic responsibilities. Under no circumstances shall the leave of absence be granted on each occasion for a period of more than twelve months.

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**Completion of the curriculum**

**MBA 9** To complete the curriculum, candidates shall

- (a) follow instruction on the syllabuses prescribed, participate in activities which form part of the curriculum, and complete all written and practical work as may be required; and
- (b) satisfy the examiners in the written presentations and practical work prescribed for each course.

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**Examinations**

**MBA 10** Candidates shall satisfy the examiners in all the prescribed courses as required in the syllabuses. Examinations shall normally be held at the end of each course, unless otherwise specified.

**MBA 11** Candidates who have failed a course shall be required to sit for re-examination or retake the course. Candidates may take another course as substitution if the failure is an elective course.

**MBA 12** Candidates who have failed a total of more than three examinations or re-examinations during the entire period of study of the curriculum shall be recommended for discontinuation under the provisions of the General Regulations G 12.

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**Examination results**

**MBA 13** At the conclusion of the examinations, a pass list shall be published. Candidates who have shown exceptional merit at the whole examination may be awarded a mark of distinction, and this mark shall be recorded in the candidate's degree diploma.

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**SYLLABUSES FOR THE DEGREE OF  
MASTER OF BUSINESS ADMINISTRATION**

*These syllabuses apply to students admitted to the Master of Business Administration in the academic year 2009-2010 and thereafter.*

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**PROGRAMME STRUCTURE****FULL-TIME PROGRAMME**

The curriculum consists of twelve required courses (including two half-courses), six electives, and one capstone course.

## **REQUIRED COURSES**

- Accounting for business decisions
  - Business law and ethics
  - Competitive strategy
  - Corporate finance
  - Creativity and business innovation
  - Decision and risk analysis
  - Global economy
  - Managerial economics
  - Organizational behaviour
  - Strategic marketing management
  - Strategic information systems
  - Business communications (half course)
  - Leadership (half course)
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## **ELECTIVE AND CAPSTONE COURSES**

A list of elective courses will be announced at the beginning of each year. Candidates may take the courses in designated overseas institutions and may also take other electives from the MBA (International), the Master of Economics and the Master of Finance programmes offered by the Faculty of Business and Economics under the advice and approval of the Programme Directors concerned. A capstone course will be conducted in the form of lecture, field trip, case study, and/or project under supervision.

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## **PART-TIME PROGRAMME**

The curriculum consists of twelve required courses (including two half-courses) and six electives.

## **REQUIRED COURSES**

- Accounting for business decisions
- Business law and ethics
- Competitive strategy
- Corporate finance
- Creativity and business innovation
- Decision and risk analysis
- Global economy
- Managerial economics
- Organizational behaviour
- Strategic marketing management
- Strategic information systems
- Business communications (half course)
- Leadership (half course)

**ELECTIVE COURSES**

A list of electives will be announced at the beginning of each year. Candidates may also take other electives from the MBA (International), the Master of Economics and the Master of Finance programmes offered by the Faculty of Business and Economics under the advice and approval of the Programme Directors concerned.

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**ASSESSMENT**

Candidates shall normally be examined at the end of each course, unless otherwise specified. Examinations may include any combination of written assignments, project reports, written papers, or any other assignment which may be required as part of a course. In order to successfully complete a particular course, besides fulfilling the assignment and examination requirements of respective lecturers, candidates will also have to attain a minimum attendance requirement of 70% for each course.