



# **Ballsbridge University**

BU Country Director : Dr Apostle Samuel E Asante

Student Handbook Ballsbridge University Ghana

BU is an established awarding body collaborating globally with institutions around the world

Approved curriculum by the Board of Quality Standards

## **Advance certificate in Management/IT**

**Level 4**

**Duration: one year**

**courses:**

- |             |  |
|-------------|--|
| <b>ACM1</b> | <b>Essentials of management,</b>       |
| <b>ACM2</b> | <b>Marketing management,</b>           |
| <b>ACM3</b> | <b>Health and safety</b>               |
| <b>ACM4</b> | <b>Managing information technology</b> |

**Admission requirement : Must be aged 18 and completed a secondary level education(GCSE) or age 23 exempted from the provision of general certificate of education.**

**Award: Advance certificate from Ballabridge university**

## **Advance diploma in management and IT**

**Level 5**

**Duration one year**

**Courses:**

- AD1 Operation management**
- AD2 Customer service**
- AD3 Supply chain management**
- AD4 Finance for Business**
- AD5 Accounting for managers**
- AD6 managing information technology**

**Admission: OND, Level 4 higher cert,Btec level 4 cert,or Two year working experience with**

professional training.

Award: Advance diploma from Ballsbridge university

## **University Diploma in Nursing level 5 ( Ghana Campus)**

## **Bachelor science Degree in Nursing Level 6 (Ghana Campus )**

## **Graduate Diploma in Management/BBA in Business Administration**

### **Level 6**

#### *Semester 1*

FIN 400 International Finance (10 credits)  
MKT 400 Strategic Marketing (10 credits)  
MIS 400 Managing Information Systems (10 credits)  
MGT 400 Negotiation Skills (10 credits)  
ACT 400 Cost Accounting (10 credits)  
ENG 400 Commerce (10 credits)

#### *Semester 2*

FIN 400 Financial Planning and Budgeting(10 credits)  
MGT 400 Strategic Leadership and Change(10 credits)  
BUS 400 Business in a World Economy (10 credits)  
MKT 400 Cases in Marketing (10 credits)  
FIN 340 Cases in Finance (5 credits)  
ENG 400 Communication (5 credits)  
THE 400 Thesis (10 credits)

### **Entry Requirement**

Applicants should have a HND/C or hold a Professional Development Certificate Level 5 in Management with 5 years experience at management level and the duration is one year .

Admission: Students can start at anytime.

Accredited Award: BU Degree

Accredited Award : Dual degree BBA from BU and UNEM

## **Bachelor Degree in Enterprise Management**

### **Modules**

Operations management  
Small business management  
Marketing  
Project management

Legal environment of business  
Entrepreneurship  
Finance for business  
Accounting for business  
innovation management  
total credits 120 and duration one year

The course is for those starting business or for business mentors  
Eligibility is an HND or a level 4 professional qualification with 4 years experience.

Award : Bachelor of business administration in enterprise management from BU

Progression route : MBA and doctorates

# Master of Business Administration

Level 7

MBA Curriculum

Courses are:

|   |                   |
|---|-------------------|
| <b>Finance I and II</b>   | <b>20 credits</b> |
| <b>Financial Reporting and Control (FRC)</b>                      | <b>15 credits</b> |
| <b>Leadership and Organizational Behaviour (LEAD)</b>             | <b>15 credits</b> |
| <b>Marketing</b>  | <b>15 credits</b> |
| <b>Technology and Operations Management (TOM)</b>                 | <b>15 credits</b> |
| <b>Business, Government, and the International Economy (BGIE)</b> | <b>15 credits</b> |
| <b>Strategy And Human Resources Management SHRM</b>               | <b>15 credits</b> |
| <b>The Entrepreneurial Manager (TEM)</b>                          | <b>20 credits</b> |
| <b>Leadership and Corporate Accountability (LCA)</b>              | <b>10 credits</b> |
| <b>Research Methods and Dissertation</b>                          | <b>40 credits</b> |

**Total credits for the MBA programme is 180 credits**

## Entry Requirement

Applicants should have a degree in any discipline, BA(hons) HND/C or hold a Professional Development Certificate in Management with 5 years experience at management level and duration of the course is one year

Specialization MBA in Warehouse management

MBA in Supply chain management  
MBA Quality management  
MBA logistic and Procurement management

Accredited Award: BU MBA Degree

Accredited Dual Award: Dual MBA Degree from BU and UNEM

## **MBA in Strategic Management**

Level 7

### **Curriculum**

Advanced Professional Development 15 credits•  
Managing Change in Organisations 15 credits•  
Management Research -Project and Presentation 15 credits•  
Management Research Methods 15 credits•  
Managing Financial Principles and Techniques 15 credits•  
Human Resources Planning and Development 15 credits•  
  
Leadership of your Organisation 15credits•  
Strategic Marketing Management 15 credits•  
Quality and Systems Management 15 credits•  
Accounting 15 credits•  
Dissertation 30 credits•  
Total credits 180 credits

Total guided learning hours 1800

### **Entry Requirement**

Applicants should have a BA(hons) HND/C, degree in any dicipline or hold a Professional Development Certificate in Management with 5 years experience at management level and the duration of course is one year.

Accredited Award: Dual MBA degree in strategic management from BU and UNEM.

Optional Award : BU and Adersgate University college

optional Award BU and University of Atlanta or St Linus University

## **Doctor of Management Studies (DMS)**

Level 8

**Eligibility for Admission :**

Post Graduate in any discipline or Graduate with Minimum 5 Years of Experience.

**Course Duration :**

The DMS Program can be completed in a period of 12 to 24 months.( depending on exemptions)

**Course Structure:** - Operation Management - Consumer Behaviour - Organizational Behaviour - Business Communication - Business Ethics - Human Resources Management - Marketing Management - Corporate Governance - International Business - Corporate Law - Research Methods - Dissertation.

Total credits: 240

Accredited Award: DMS from Ballsbridge University

optional Award: BU and Accredited Partners

Admission: Student can enrol at anytime

# Doctor of Business Administration

Level 8

**DBA Curriculum****Curriculum of the DBA course****Core Stage**

|  |            |
|--|------------|
| <b>Principle of Research</b>           | 30 credits |
| <b>Research Methodology and Design</b> | 30 credits |

After successful completion of the two module a research topic and a proposal should be submitted to the supervisor.

**Specialization Stage**

|                                   |            |
|-----------------------------------|------------|
| Corporate Finance and Governance  | 30 credits |
| <b>Managerial Economics</b>       | 30 credits |
| <b>Strategic Leadership</b>       | 20 credits |
| <b>Human Resources Management</b> | 30 credits |
| <b>International Marketing</b>    | 30 credits |

|                              |            |
|------------------------------|------------|
| <b>Operations Management</b> | 15 credits |
| <b>Business law</b>          | 15 credits |
| <b>Dissertation Stage</b>    |            |
| <b>Dissertation</b>          | 90 credits |

A Dissertation Committee (DC) approved by the Doctoral Advisory Committee must Approve the student doctoral research proposal. The doctoral candidate is required to earn a minimum of **90 credits** in the work towards completion of doctoral dissertation to meet the graduation requirement. Dissertation proposal presentation and dissertation defence requirements are needed before a student can graduate.

**Total credits** of the DBA programme is 320 credits

### **Entry Requirement**

Applicants should have a MBA or MSc, masters degree in any discipline or hold a Professional Development Diploma at level 7 in Management with 5 years experience at senior management level and the duration of the course is two to three years.

Accredited Award: DBA Degree from BU

Accredited Dual Award: Dual DBA degree from BU and UNEM

Optional Dual Award: DBA from BU and university Atlanta or St Linus University

Optional Dual Award : BU and St linus University or BU and Aldergate University

# Research DBA or PhD

Level 8

The Ballsbridge University Business school and the International Institute of Research(BU) is one of the top management schools in the world for adults and experience Professionals .

### **Curriculum**

Research DBA and Doctorates will be awarded 320 credit or 3200 hours of guided learning .

Principle of research 60 credits

Research methodology 30 credits

Case studies 30 credits

Thesis 180 credits

### **Entry Requirement**

Applicants should have a MBA or MSc, Master level qualification or hold a Professional Development Diploma at level 7 in Management with 5 years experience at senior management level and the duration is minimum 2 years and maximum 4 years

#### PhD Supervisors and Research Areas

We offer PhD supervision in areas that are compatible with the research interests of our academic staff of BU, which include:

General management, Business administration, Business ethics, organization theory, operation management, Human resources management, strategic management, political economy and more

. Students should send their research proposals to the university after admission to enable us search for a supervisor for the topic. For a DBA research a particular case study or topic will be taken from the organization where the student is currently employed.

Accredited Award: PhD from BU

Accredited Dual Award: Dual PhD from Ballsbridge University and Universidad Empresarial de Costa Rica