

This form is used in preparation of the NVU program. Entries on this form should be transferred to the University Board for approval. Fields marked blue indicate NVU requested information and should not be filled out (unless otherwise provided), whereas yellow fields are optional.

1. General Information

Title:	Business Administration						
Qualification (according to major):	Bachelor of Business Administration						
Number of Credits:	240	QF Level (VI, VII or VIII)			VI		
Available Concentrations:	Business Administration Minor in Informatics, International Law, Politics or International Relations						
Responsible School(s):	Business and Information Technologies						
Program Leader(s):	Ilia Kvitaishvili						
Language of Instruction:	English						
Enrolment Requirement provided by the Law on HE	High School Diploma or Equivalent, National University Entrance Exam /MoES special Regulation			Other		In case of MoES special Regulation: Proof of Proficiency in English B2.	
Minor qualification:	Y	Available for online enrolment	N	Available for exchange students:	Y	Work experience/ placement:	N
Available for Non-degree students:	Y	Prior Registration Requirement	Y	Other	N	Other	N
Estimated student numbers:	100 per intake			Program replaces: (if any)		NA	
Date of possible implementation:	SEP, 2016			Date of proposal:		26.02.2016	

2. Aims and Learning Outcomes

Objectives:	<p>This program is primarily designed to offer a versatile education in business management. Students will build professional competence, gain knowledge and practical skills in management, finance, accounting, marketing and business communications. Students can choose from a broad range of subjects, which give them an opportunity and flexibility to broaden their knowledge, including building up minor qualification in various fields.</p> <p>In this program students will develop skills and confidence so they can be part of the global business environment. They will be taught how to be innovative and they will gain new insights into current business issues. Students will develop competencies which will prepare them for responsible managerial roles within a variety of organizational/entrepreneurial settings.</p>
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<p>Generic Learning Outcomes:</p>	<ul style="list-style-type: none"> - Handle issues from a variety of viewpoints - Understand and evaluate theoretical frameworks - Undertake a piece of appropriate independent research - Identify appropriate practical strategies - Develop capabilities in working with others - Construct, analyse and evaluate different forms of argument and present them in a logical and coherent manner.
<p>Subject Specific Learning Outcomes:</p>	<p>Knowledge and Understanding</p> <ul style="list-style-type: none"> - Demonstrate knowledge and understanding of key business foundation disciplines such as management, marketing, Finance and accounting; - Understand the major concepts of Business across functional areas; - Demonstrate critical knowledge and understanding of a range of activities within the key business functional areas such as innovation management. <p>Applying Knowledge</p> <ul style="list-style-type: none"> - Define and formulate real-world problems in business terms and plan for a rational and knowledge-based solution using statistical and business techniques; - Deal with business/management problems and issues in order to produce recommendations for decision and subsequent action; - Identify and select relevant sources of business data. <p>Making Judgements</p> <ul style="list-style-type: none"> - Be able to identify, analyse and solve business-related problems and opportunities and to make effective decisions; - Interpret causes of problems and potential consequences of decision alternatives; - Analyse and interpret an organization's financial information as a basis for decision making <p>Communication skills</p> <ul style="list-style-type: none"> - Communicate clearly and persuasively through written and oral reports by stating clear purpose, demonstrating professional quality vocabulary and using appropriate presentation media. <p>Learning skills</p> <ul style="list-style-type: none"> - Be able to identify, reflect upon and address personal learning needs both in general and in the program specific fields. <p>Values</p> <ul style="list-style-type: none"> - Understand and be able to display appropriate personal behavior and business etiquette in a variety of business, interpersonal and social situations; - Understand concepts associated with business ethics and the impact of business ethics on corporate governance.

3. Modularized Components referring to Learning Outcomes

Profile composition elements are grouped in General Competence (GC), Business Administration (BA) and minor qualification components. Whereby, instead or along with electives in GC and BA, there is a possibility to acquire 60 credits for minor in International Law (IL), Informatics (IT), Politics (PO) or International Relations (IR) upon student's choice.

From GC components 3 core and at least 3 electives shall be taken to acquire overall 36-48 credits.

For shaping the major qualification from BA components all core courses and respective number of elective courses shall be taken to acquire at least overall 120 credits.

All other credits acquired in elective courses may be used for reaching the target of overall 240 credits whereas in case of acquisition of 60 credits either in IL, IT, PO or IR respective minor qualification is awarded.

3.1 General Competencies (GC)

Reference Code (Program-Module- Component indication)	Modules & Components:	status (core/elective)	ECTS (semester suggestion for student profile)	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
GC 0101	Critical Thinking and Logic	C	6 (I)	√	√	√	√	√	
GC0102	Writing and Reporting for Success	C	6 (I)	√		√	√	√	
GC0103	Research Methods	C	6 (IV)		√		√	√	√
GC0104	Communication and Negotiation	E	6 (II)	√	√	√	√	√	√
GC0105	Presenting for Success	E	6 (II)	√		√	√	√	
GC0201	Introduction to Philosophy	E	6 (I)	√	√	√	√		√
GC0202	History of World Civilization	E	6 (I)	√	√	√	√		
GC0204	Introduction to Law	E	6 (II)	√	√	√	√	√	√
GC0205	Introduction to Sociology and Social Psychology	E	6 (III)	√	√	√	√		

3.2 Business Administration (BA)

Reference Code (Program-Module- Component indication)	Modules & Components:	status (core/elective)	ECTS (semester suggestion for student profile)	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
GC 0206	Calculus	C	6 (II)	√	√		√	√	
GC 0207	Introduction to Statistics	C	6 (IV)	√	√	√	√	√	
BIT 6102	The Legal Environment of Business	C	6 (I/II)	√	√		√		√
BIT 6104	Linear Algebra and Analytical Geometry	C	6 (I)	√	√		√	√	
BIT 6106	Introduction to Management Practice	C	6 (II)	√	√	√	√	√	√
BIT 6209	Essentials of Marketing	C	6 (III)	√	√	√	√	√	√
BUSA 6102	Financial Accounting I	C	6 (II)	√	√	√	√	√	√
BUSA 6103	Principles of Microeconomics	C	6 (II/III)	√	√	√			√
BUSA 6204	Principles of Macroeconomics	C	6 (II/III)	√	√	√		√	
BUSA 6205	Financial Accounting II	C	6 (III)	√	√	√	√	√	√
BUSA 6207	Corporate Finance I	C	6 (IV)	√	√	√	√	√	
BA 6501	Essentials of Marketing Planning	E	6 (VI- VIII)	√	√		√	√	√
BA 6502	Introduction to Consumer Behaviour	E	6 (VI- VIII)	√	√	√	√		√
BA 6503	Introduction to Derivatives	E	6 (VII/VII I)	√	√	√	√	√	
BA 6504	Essentials of Financial Analysis	E	6 (VI- VIII)	√	√	√	√		
BA 6506	Essentials of Corporate Transactions	E	6 (VI- VIII)	√	√	√	√	√	√
BA 6507	Essentials of Channels of Distributions	E	6 (VI- VIII)	√	√		√		

BA 6508	Introduction to Strategic and International Management	E	6 (VI-VIII)	√	√	√	√	√	
BA 6509	Introduction to Financial Markets	E	6 (VI-VIII)	√	√				
BA 6510	Introduction to Econometric Analysis	E	6 (VI-VIII)	√	√	√	√	√	
BA 6511	Essentials of Global Marketing	E	6 (VI-VIII)	√	√		√		√
BIT 6313	Research Skills, Modelling and Data Analysis	E	6 (V)	√	√	√		√	
BIT 6314	Project Management Practice	E	6 (VI)	√	√	√			
BUSA 6209	Human Resources Management	E	6 (III/IV)	√	√	√			
BUSA 6210	Sales Relationship	E	6 (IV/V)	√	√	√	√		
BUSA 6208	Introduction to International Business	E	6 (IV)	√	√		√		
BUSA 6309	Corporate Finance II	E	6 (V)	√	√	√	√		
BUSA 6310	Essentials of Operations and Processes	E	6 (V)	√	√	√		√	
BUSA 6311	Introduction to Management Accounting	E	6 (V/VI)	√	√	√	√	√	
BUSA 6312	Marketing Research	E	6 (VI)	√	√	√	√	√	
BUSA 6313	Investments and Valuation	E	6 (VI)	√	√	√	√	√	
BUSA 6314	International Trade	E	6 (VI-VIII)	√	√	√	√		
BUSA 6315	International Finance	E	6 (VI-VIII)	√	√	√	√		
BUSA 6414	Introduction to Business Planning and Entrepreneurship	E	6 (VIII)	√	√	√	√	√	
BUSA 6415	Business Incubator	E	30 (VIII)	√	√	√	√	√	√

3.3 Eligible for Minor in Informatics (IT)

Reference Code (Program-Module- Component indication)	Modules & Components:	status (core/elective)	ECTS (semester suggestion for student profile)	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
IT 6101	Introduction to Programming	C	6 (I)	√			√	√	
IT 6102	Operating System Architecture	E	6 (II)	√			√	√	
IT 6103	Structured Programming	E	6 (II)	√	√	√	√	√	√
BIT 6208	Linear Programming and Optimization	E	6 (III)	√	√	√	√	√	
IT 6204	Object Oriented Programming	E	6 (III)	√	√	√	√	√	√
IT 6205	Algorithms	E	6 (III)	√	√	√	√	√	√
IT 6206	Relational Databases	E	6 (IV)	√	√	√	√	√	
IT 6207	Network Concepts	E	6 (IV)	√			√	√	
IT 6208	Numerical Analysis	E	6 (IV)	√	√	√	√	√	
IT 6309	High Technology Programming	E	6 (V)	√		√	√	√	
IT 6310	Database Administration	E	6 (V)	√			√	√	
IT 6311	Data Structures	E	6 (V)	√	√	√	√	√	√
IT 6312	Digital Law	E	6 (V)	√	√	√	√	√	√
IT 6313	Hardware Oriented Programming	E	6 (VI)	√		√	√	√	
IT 6314	Web Technologies	E	6 (VI)	√		√	√	√	
IT 6315	Cryptography	E	6 (VI)	√	√	√	√	√	√
IT 6316	System Programming	E	6 (VI)	√			√	√	
IT 6317	Web Development	E	6 (VII)	√		√	√	√	

3.4 Eligible for Minor in Law (IL)

Reference Code (Program-Module- Component indication)	Modules & Components:	status (core/elective)	ECTS (semester suggestion for student profile)	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
IR 0104	International Law	C	6 (III)	√	√	√	√	√	
IL 0101	Comparative Constitutional Law	E	6 (IV)	√	√	√	√	√	√
IL 0102	Human Rights	E	6 (V)	√	√	√	√		√
IL 0103	Comparative Administrative Law	E	6 (VI)	√	√		√		√
IL 0201	Comparative Contract Law	E	6 (V)	√	√	√	√	√	√
IL 0202	Private International Law	E	6 (VI)	√	√		√		
IL 0203	International Commercial Litigation	E	6 (VII)	√		√	√		√
IL 0301	EU law	E	6 (V)	√	√	√	√	√	
IL 0302	Law of International Organizations	E	6 (VI)	√	√		√		
IL 0303	International Environmental Law	E	6 (VII)	√	√				
IL 0304	International Maritime Law	E	6 (VIII)	√	√	√	√	√	

3.5 Eligible for Minor in Politics (PO)

Reference Code (Program-Module- Component indication)	Modules & Components:	status (core/elective)	ECTS (semester suggestion for student profile)	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
PO 0101	Introduction to Politics	C	6 (I)	√	√	√	√	√	√

PO 0102	Comparative Politics	E	6 (II)	√	√	√		√	
PO 0103	Political Ideologies	E	6 (III)	√	√	√	√	√	√
PO 0201	Political Communication	E	6 (IV)	√	√	√	√	√	√
PO 0205	European Integration	E	6 (VI)	√	√	√		√	√
PO 0204	Comparative Party Politics and Party Systems	E	6 (Vi)	√	√	√		√	√
PO 0105	Public Policy	E	6 (IV)	√	√	√	√	√	√
PO 0203	Civil Society	E	6 (V)	√	√	√	√	√	√
PO 0202	Leadership and Ethics in Government	E	6 (V)	√	√	√	√		√
PO 0104	Introduction to Public Administration	E	6 (III)	√	√	√	√	√	√
PO 0301	Research Project/Thesis in PO	E	18 (VIII)	√	√	√	√	√	√

3.6 Eligible for Minor in International Relations (IR)

Reference Code (Program-Module- Component indication)	Modules & Components:	status (core/elective)	ECTS (semester suggestion for student profile)	Knowledge and Understanding	Applying Knowledge	Making Judgments	Communication Skills	Learning Skills	Values
IR 0101	Introduction to IR	C	6 (I)	√	√	√	√	√	√
IR 0105	Political Economics of IR	E	6 (IV)	√	√	√	√	√	
IR 0106	History of International Relations	E	6 (IV)	√	√	√	√		√
IR 0201	International Conflict Analysis & Resolution	E	6 (V)	√	√	√		√	√
IR 0103	International Organizations	E	6 (III)	√	√	√			
IR 0102	World Politics	E	6 (II)	√	√	√	√		
IR 0202	Geopolitics	E	6 (V)	√	√	√		√	

IR 0203	International Security	E	6 (VI)	√	√		√	√	
IR 0204	Georgian Foreign Policy	E	6 (VI)	√	√	√	√		
IR 0205	US Foreign Policy	E	6 (VII)	√	√	√	√	√	
IR 0301	Research Project/Thesis in IR	E	18 (VIII)	√	√	√	√	√	√

Other or Detailed:

Please indicate which skills will be developed most within the program. Please choose a minimum of 5 (Maximum of 10) from the list below.

Analytical Skills	√	Leadership	
Commercial Awareness	√	Planning and Organisation	√
Confidence		Professionalism	
Creative Problem Solving	√	Research Skills	√
Critical Thinking	√	Self Awareness	√
Ethical Awareness		Social and Cultural Sensitivity	
Flexibility		Team Working	√
Independent Working		Time Management	√
Initiative		Interpersonal skills	
Capacity to learn	√	Teaching ability	

4. Methods of Achieving Learning Outcomes and Assessment:

Rationale between employed methods and achievement of learning outcomes:

The thorough basis of core courses provides students with solid background in diverse areas of business/management, social science and communication broadening their understanding of given areas and their sub-fields. The core courses are offered along the program and enable students to shape and apply their knowledge and skills (theoretical and practical), for future successful employment in various organizations or entrepreneurial activities.

The other set of elective courses is essential for developing the professional competence, knowledge and

practical skills in Business Administration, as well they could be used to complete minor in different areas and enable students to deepen their understanding of IT, IL or other fields and broaden competencies in selected sub-areas.

The program enhances the development of both research and managerial/practical skills through employed teaching methodology which is based on mixture of interactive teaching (including class discussions) and promotion of independent personal and group learning through combination of theoretical components, problem solving and practical experience, aiming at development of knowledge, skills and values needed for successful implementation and participation in managerial/entrepreneurial activities in line with the requirements of constantly changing complex business environment and labour market.

Grading System:

Number of points	Mark/grade (short description)	Average performance percentage ratio of successful students (may be used for monitoring assessment adequacy)
91-100	A (excellent)	the best 10 %
81-90	B (very good)	exceeding average 20 %
71-80	C (good)	average 30 %
61-70	D (satisfactory)	close to average 20%
51-60	E (sufficient)	the worst passing 10%
41-50	FX (resit in the same semester)	
0-40	F (Fail)	

5. Resources

Resource needs essential for program delivery::

Name:	Description:
Literature	library resources (including electronic literature) are available