

College of Administrative Science

The College offers **Two** Dual Degree programmes which are affiliated with **Cardiff Met University (UK)** making it affordable for students to gain an internationally recognised degree. Upon successfully completing a programme, you will be offered two **B. A.** degrees, one from **ASU** and another from **Cardiff Met University**.

The dual-award programmes will be of a four-year duration and upon completion will offer

- **BA (Hons) Management and Business Studies**
- **BA (Hons) Accounting and Finance**

Entry Requirements

In order to be considered for entry to the Programme applicants will be required to have the following qualifications:

Bahraini or GCC Secondary School (Scientific) Certificate, or equivalent, with a minimum of 65% GPA and a 60% in Mathematics and 60% in English language (competency equivalent to IELTS 4.5 or above).

Candidates with lower GPA may also be admitted subject to a satisfactory interview by the College.

Management and Business Studies

1.	
Awarding Institution/Body	Applied Science University
College	Administrative Sciences
Department	Business Administration
Final Award	B.A. (Hons)
Language of Study	English
Programme Title	Management and Business Studies

2. Aims of the programme

The programme aims to enable graduates to acquire a high quality and professionally business management scope of study, develop in students a critical appreciation of the role managers undertake in an ever changing competitive business world. Graduates will be equipped with the necessary skills and knowledge to tackle and generate solutions to complex problems in a multi-disciplinary business context.

3. Programme Mission and Philosophy

Through the exposure to the set of knowledge and skills, students are expected to acquire self learning and creative approaches as they progress through their programme for further personal development and lifelong learning. The course structure and the proposed teaching and learning strategies are designed to support this development. The programme uses diverse teaching and learning strategies that permit a great span of teacher to learner interactivity such as as case studies, individual / group projects, practical exercises, role-play scenarios and coordinated presentations supported by appropriate materials, videos, computer software etc. Active engagement will promote students' potential learning opportunities.

In designing the curriculum, the programme team has sought to ensure an appropriate balance between knowledge and skills, and between theory and practice to ensure academic progression, year-on-year within a suitable student workload.

The programme seeks to provide students with the required body of knowledge in management and business discipline. Furthermore, the programme develops the appropriate skills necessary to enable students to apply such knowledge to real world business situations.

The programme offers a Level three (foundation) where students are exposed to study university core courses and other prerequisite courses as a gateway to the programme core courses.

The structure of Level 4 has been designed to provide a sound foundation in Management and Business studies, from which students entering Level 5.

At Level 5, students are exposed to profound knowledge and skills relevant to Management and Business studies, At that level, students study five compulsory credits and choose two option courses.

At Level 6, students study six compulsory courses and choose three option courses.

All courses are taught in English with exception of some at Level 3.

It is compulsory to undertake a work-based learning course at level 5 to strengthen student required competencies that will raise his/her potential employability.

The programme is offered as a four year programme, with the students successfully completing 135 credit hours.

4. Programme Outcomes (include reference to graduate attributes where appropriate)

Upon completion of the Management and Business Studies programme covered by the subject benchmark statement, a student should have the following subject specific knowledge and understanding, cognitive skills, practical and professional and transferable skills:

Knowledge and Understanding

- A1 Demonstrate understanding of the functional areas of Management and Business.
- A2 Demonstrate a broad and critical understanding of the global business context including the forces and challenges encountered by business organizations in a dynamic environment.
- A3 Display sound understanding of both individual and group behaviour in business organizations.
- A4 Display an understanding of research in the area of Management and Business and its contribution to practices relating to the scope of business.
- A5 Recognize cultural differences and how these impact on business in different communities and societies.
- A6 Demonstrate knowledge of the ethical issues facing the business organization.

Practical and Professional Skills

- B1 Employ self learning skills to develop both reflective and integrated learning in terms of and business management issues.
- B2 Apply knowledge into management and business practices at all levels of the business organization within a real or simulated business situation.
- B3 Apply quantitative and qualitative analysis techniques necessary to analyse and evaluate business related problems.
- B4 Demonstrate competence in the application of IT applications in business.

Cognitive Skills

- C1 Identify and diagnose business related problems accurately and effectively across a wide range of business disciplines.
- C2 Identify, interpret, and evaluate data pertinent for problem solving and decision making from multiple sources.
- C3 Critically analyse supported by independent judgment to construct a reasoned argument to draw conclusions.
- C4 Evaluate existing business and management practices to provide a range of possible alternative solutions.

Transferable Skills

- D1 Learn independently to achieve specific goals and objectives.
- D2 Work as a team member and promote group dynamics by adopting appropriate roles and processes
- D3 Possess effective oral and written communication skills by selecting a format and style appropriate to the context
- D4 Develop the skills of the reflective practitioner through the articulation of ideas and arguments with clarity, conciseness and rigor.