

Diploma in Business Administration

The Diploma in Business Administration Programme is an APIIT award quality assured by Staffordshire University in the UK. The Programme prepares students with GCE A/L qualifications for direct entry to the second year of the Degree Programmes in Business Management.

The Diploma in Business Administration Programme is designed to develop students' capabilities in Business, IT and related areas; instil a culture of professional outlook and behaviour; and inculcate study skills and practices based on sound educational methods. The programme also provides students with effective communication skills, imparts an awareness of the context in which Business and IT interact and improves students' use of written and spoken English.

Admission Requirements

The qualifications required for admission are 2 Passes at GCE (Advanced Level) Examination and 5 Passes inclusive of 2 Credit Passes for English and Mathematics at GCE (Ordinary Level) Examination, **or** successful completion of the APIIT Foundation Programme. Those with additional qualifications may be eligible for exemptions. (Please contact the Student Admissions Office for details.)

Course Duration:

The Diploma in Business Administration Programme is a 12-month full-time programme/18-month part-time programme comprising three/four semesters of study.

Course Structure:

The Diploma in Business Administration Programme consists of the following modules:

- Business Economics
- Organisational Behaviour
- Legal Framework
- Marketing
- Business Statistics
- Accounting
- Business Operations
- Buyer Behaviour
- Financial Management
- Macroeconomics
- Managing Services
- Managing Information Systems

Academic Progression:

Students who successfully complete the Business Administration Programme are eligible to enter the second year of the Degree Programme in Business Management listed below. Please refer the relevant programme document for details of the Degree Programmes.

Business School

- B.A. (Hons) Business Administration



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