

Postgraduate Diploma in Business Administration (PGDipBA – 120 points)

These regulations must be read in conjunction with the General Regulations for the University.

1. Version

- (a) These Regulations came into force on 1 January 2018.
- (b) This Diploma was first offered in 2018.

2. Variations

In exceptional circumstances the Amo Matua, Umanga | Executive Dean of Business or delegate may approve a personal programme of study which does not conform to these Regulations.

3. The structure of the qualification

To qualify for the Postgraduate Diploma in Business Administration a student must:

- (a) pass courses having a total minimum value of 120 points from Schedule C: Group 1 of the Master of Business Administration; and
- (b) have completed all prescribed written work and practical requirements including attendance at workshops; and
- (c) satisfactorily pass preparatory courses as specified by the Amo Matua, Umanga | Executive Dean of Business or delegate; and
- (d) have their personal programme of study approved by the MBA Kaihautū | Director.

4. Admission to the qualification

A student for the Postgraduate Diploma in Business Administration must have:

- (a) produced evidence of a minimum of five years of practical, professional, or scholarly experience of an appropriate kind; and
- (b) performed to an acceptable standard in any tests or interviews required by the MBA Kaihautū | Director; and
- (c) been approved as a student for the Diploma by the Amo Matua, Umanga | Executive Dean of Business or delegate.

5. Subjects

There are no majors or minors for this qualification.

6. Time limits

As specified in the General Regulations for the University the time limit for this qualification is 48 months.

7. Transfers of credit, substitutions and cross-credits

This qualification adheres to the Credit Recognition and Transfer Regulations, with the following stipulations:

- (a) A student may, on the basis of previous studies at the equivalent of Level 8 or above on the NZQF, be credited with up to 60 points. In such cases a student may be required to substitute other courses for those in Schedule C: Group 1.
- (b) A student may, on the basis of previous studies, be restricted from doing specified courses and may be required to substitute other courses for those restricted.

8. Progression

This qualification adheres to the General Regulations for the University, with the following stipulations:

- (a) Subject to the approval of the MBA Kaihautū Hōtaka | Programme Director, a student who fails a course may repeat the course, but will not be allowed to repeat more than two courses.
- (b) A student who fails three or more courses or fails the same course more than once will not be permitted to proceed with the Diploma.

9. Honours, Distinction and Merit

This qualification adheres to the General Regulations for the University, and may be awarded with Distinction.

10. Exit and Upgrade Pathways to other Qualifications

- (a) A student for the PGDipBA, who has achieved a Grade Point Average of B or better over all courses in the Diploma and who has not failed a course, and has not been awarded the Diploma, may apply to be admitted to the Master of Business Administration programme and transfer credit for those courses previously credited to the Diploma.
- (b) A student who holds an undergraduate degree and has achieved a Grade Point Average of B across 60 points in the Diploma, and has not failed a course, may apply to be admitted to the Master of Business Administration programme and transfer credit for those courses previously credited to the Diploma.
- (c) A student who has graduated with a PGDipBA from Te Whare Wānanga o Waitaha | University of Canterbury, may apply to the Amo Matua, Umanga | Executive Dean of Business or delegate to be admitted to the Master of Business Administration programme and have their PGDipBA subsumed in accordance with the General Regulations to the University.