

## Study Guidelines at MBA Program in International Business

### 1. Courses and Required Credits for Completion

Area	Categories		Required Elective	Credits required	Remarks
Applied Courses	Core Courses		Required	8	
	Elective Courses	Organizational Management	Elective	24 ~	(*1)
		Business Strategy			
		International Adaptability			
		Applied Information			
	Seminars		Required	5	
Business Project		Required	8		
Others	Basic Courses		Required	0 ~ 2	(*2)
Total credits required to complete the program				45 ~	(*3)

**NOTE 1:**

A total of 10 credits from other graduate programs can be counted towards credits required for completion upon approval by the MBA-IB faculty.

**NOTE 2:**

Pass / Non-pass basis

Requirement determined by placement test (Students must either pass placement test or take the basic courses)

**NOTE 3:**

Credits earned from Basic Courses are not included in the credit requirement for completion.

### 2. Requirements to Complete the MBA-IB Program

In order to complete the program, students are required to fulfill the following conditions.

- 1) Lectures and Seminars: Complete core courses (8 credits), basic/elective courses (24/26 credits or more), and seminars (5 credits)

2) Business Project (8 credits): After completion of the lectures and seminars described above, students must conduct a 3-month Business Project. Students must complete all required classroom work before beginning their Business Project. Furthermore, in order to start their Business Project, students must have an accumulated GPA of 3.0 or higher by the end of the 9<sup>th</sup> term when they give their interim presentation and must be approved by the faculty based on the recommendations of their Chief and Second Advisors after successful completion of their interim presentation and submission of a satisfactory interim report.

### 3. Grading

MBA-IB program uses the GPA (Grade Point Average) system. Grades will be given based upon assignments, examinations, class participation, and other factors. The weight of each factor will differ by course.

For courses with 15 or more registered students, the grade point system and the approximate distribution that will be applied are shown below. “D” is a failing grade, and “E” is a withdrawal grade.

For courses registered with fewer than 15 students, an approximate average grade of “B” is given for the class. GPA is calculated by adding all grade points earned and dividing this total by the total number of credits taken. An “E” grade is not used in the GPA calculation. Students receiving a “D” or “E” may repeat the course.

However, for students who previously earned a “D,” a “B” grade is the highest grade possible when re-taking the same course. Some elective courses are not offered every year.

#### Grade Distribution

A	(4.0)	}	20%
A-	(3.7)		
B+	(3.3)	}	70%
B	(3.0)		
B-	(2.7)		
C+	(2.3)	}	10%
C	(2.0)		
C-	(1.7)		
D	(0.0)		
E	(no grade point for withdrawal)		

### 4. Conferral of Degrees

The degree conferred upon completion of all requirements is a Master of International Business Administration degree.

## **5. Upper Limit on Course Registration**

Students may register for no more than 35 credits, including seminars, in one academic year (from April to the following March).

## **6. Others**

Students from other programs or departments may enroll in MBA-IB courses if they obtain permission from the course instructor at least one week before the start of the course. However, there are the following restrictions:

- Students from other departments may enroll in up to 3 credits worth of MBA-IB courses per term for up to a maximum total of 10 credits.
- Students may not enroll in Core courses, Seminars, Basic Courses or Business Project.

# 国際経営プロフェッショナル専攻開設科目の他専攻学生の履修について

2009年06月19日制定 Enactment in June 19, 2009

2013年04月01日 改定 Revised on April 1, 2013

2017年03月10日 改定 Revised on March 10, 2017

他専攻の学生が国際経営プロフェッショナル専攻(MBA-IB)開設の授業を履修する際には、下記ルールについて留意の上、授業開始の1週間前までに、事前に必ず授業担当教員の許可を得てください。

- ・ 必修科目 (Core), 基礎科目 (Basic), セミナー (Seminar), ビジネスプロジェクト (Business Project)については、履修を認めない。
- ・ 認められるのは各学期 3 単位、全体で 10 単位まで。
- ・ 選択科目 (Elective Courses)のみ履修を認める。

<u>Core Courses</u>	<u>Basic Courses</u>	<u>Seminars &amp; Business Project</u>
OAFM001: Organizational Management I	OAFM101: Business Mathematics	OAFM701: Seminar I
OAFM002: Human Resource Management I	OAFM102: Introduction to Economics I	OAFM702: Seminar II
OAFM003: Marketing I		OAFM703: Seminar III
OAFM004: Business Strategy I		OAFM704: Seminar IV
OAFM005: Finance I		OAFM705: Seminar V
OAFM006: Accounting I		OAFM801: Business Project
OAFM007: Global Management I		
OAFM008: Operations Management I		

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## Cross-Registered Courses for the student other than MBA-IB

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Students from other graduate-level programs at the University of Tsukuba may enroll for courses offered by MBA Program in International Business. Please read the following rules and obtain the course instructor's consent [at least one week before the course starts](#).

- **Students from other programs may not enroll in Core Courses, Basic Courses, Seminars and Business Project.**
- **Students may enroll in up to 3 credits per term for up to a maximum total of 10 credits.**
- **Students are only allowed to enroll in Elective Courses.**

<u>Core Courses</u>	<u>Basic Courses</u>	<u>Seminars &amp; Business Project</u>
0AFM001: Organizational Management I	0AFM101: Business Mathematics	0AFM701: Seminar I
0AFM002: Human Resource Management I	0AFM102: Introduction to Economics I	0AFM702: Seminar II
0AFM003: Marketing I		0AFM703: Seminar III
0AFM004: Business Strategy I		0AFM704: Seminar IV
0AFM005: Finance I		0AFM705: Seminar V
0AFM006: Accounting I		0AFM801: Business Project
0AFM007: Global Management I		
0AFM008: Operations Management I		

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