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## Study guide BSc International Business Administration 2015-2016


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Below you find a comprehensive description of the Bachelor's programme International Business Administration.

- See also individual [course descriptions](#).

The description of the first and second year is applicable to the programme that started in September 2014. For students who started in 2013-2014 or earlier who have not yet completed all second year courses transitional arrangements apply. The description of year 3 is applicable for students who started in 2013-2014 or earlier.

### The Programme

The BSc programme International Business Administration takes three years. The first two years of the bachelor's programme revolve around basic disciplines relevant for any business professional, including Strategy, Organization, HRM, Marketing, Accounting, Finance, Supply Chain Management and Technology. Moreover, a fundamental introduction into topics related to the so-called academic core are offered, such as mathematics, business research methods, and academic skills. The third year focusses on your international experience and specialization in a specific field of interest. During this year, all IBA students go on a mandatory exchange for one semester. Moreover, you will be able to develop your own specialization during this last bachelor year in order to define your own profile and prepare for a specific career in the job market or a Master programme you would like to continue with after your bachelor. The bachelor's programme is completed with a thesis, after which an official diploma is awarded. You will then be entitled to use the internationally recognized title of Bachelor of Science in International Business Administration (BSc in IBA). For a full overview of the programme, see the [IBA Roadmap](#).

[Year 1: Core programme](#)
[Year 2: Core programme](#) (For students who started in 2014-2015)

[Year 3: Specialization and optional courses – preparation for MSc programme or job market](#) (For students who started in 2013-2014 or earlier )

[Master's programmes](#)
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### Enrolment courses and exams

For all courses and all examinations you wish to take you are required to register in advance in order to be admitted. See VUnet for more information about [course enrolment](#), this information will be updated for 2015-2016.

### Exchange programme

For all third-year IBA students who meet the exchange criteria there is a guaranteed exchange semester in autumn. [Read more](#)

### Assessment, Examination regulations, Transition regulations

Material that is taught in formal lectures is assessed by means of written examinations. These can contain both open and multiple choice questions. Sometimes the assessment of your exam is your final course mark, but assignments completed during the course may also be taken into account. For further information on the marking of these examinations, see the [course descriptions](#). Sometimes a course or exam is renewed or replaced. In such cases a Transition regulation may apply. For more information see [Assessment, Examination regulations, Transition regulations](#).

### Honoursprogramme

For excellent students, the faculty offers the opportunity to participate in the [VU Honours Programme](#). This programme consists of at least 30 credits of additional, special electives with a high degree of teacher-student interaction in classes. At least two courses you will follow with Honours students from other VU faculties. A selection procedure is part of the admission to the honours programme in which your grades during your first year are important, but even more so your motivation to participate. Participation in this programme mainly takes place from the second year onwards with May 1 of your first year as a deadline for application. There is, however, the opportunity to get acquainted with the VU honours programme earlier by taking the first-year Honours course in the second half of your first year.

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### First-year programme

Period 1 Sept-Oct	Business Mathematics People in Business and Society Tutor program	6 EC 6 EC ---
Period 2 Nov-Dec	Organisation Theory Economics for the Global Era Tutor program	6 EC 6 EC ---
Period 3 January	Academic Skills	---
Period 4 Feb-Mar	Business Statistics Global Supply Chain Management Tutor program	6 EC 6 EC ---
Period 5 Apr-May	Accounting Cross Cultural Marketing Tutor program	6 EC 6 EC ---
Period 6 June	Business Processes Tutor program	6 EC ---

The first year consists of four periods of eight weeks and two periods of four weeks. In an eight-week period, the first six weeks are devoted to lectures, the seventh week to self-study and possible re-sits, and the eighth week to exams. The study load of an eight-week period is 12 EC. The two periods of four weeks each have a study load of 6 EC.

At the beginning of the first year, you will be enrolled in the tutor program. The tutor program is mandatory for all students and consists of individual meetings with your personal tutor as well as workshops. The tutor program is designed to help you find your way at the university and supports you in developing the necessary study skills.

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### Second-year programme

In the first semester, the second year continues to introduce the core disciplines of IBA. In the second semester, the academic core continues with a strong focus on the research skills, including both quantitative and qualitative research methods.

Moreover, the second semester zooms in on the international context of the business environment by explicitly discussing different disciplines in the setting of developed versus emerging economies. As student, you will be able to select those electives that appeal to your own personal interest and start to shape your own personal profile of expertise.

Period 1 (Sept-Oct)	Business Information Systems HRM-OB	6 EC 6 EC
Period 2 (Nov-Dec)	Finance International Business Law	6 EC 6 EC
Period 3 (January)	International Strategy	6 EC
Period 4 (Feb-Mar)	BRM I - Quantitative (mandatory) Elective - developed economies, one of three options: <i>Digital innovation and virtual organizing in global setting</i> <i>Accounting in Multi-National Enterprises</i> <i>HRM Practices: A global Perspective</i>	6 EC 6 EC
Period 5 (Apr-May)	BRM II - Qualitative (mandatory) Elective - emerging economies, one of three options: <i>Marketing in emerging economies</i> <i>Corporate Finance in emerging economies</i> <i>Supply Chain Management in emerging economies</i>	6 EC 6 EC
Period 6 (June)	Integrative Research Project	6 EC

Like the first year, the second year consists of four periods of eight weeks and two periods of four weeks. In each eight-week period you will take two subjects, each worth six EC. The two four-week periods, which each have a study load of six EC, are devoted to integrative courses that bring together various knowledge and skills that you have developed throughout the previous courses.

Again, in year 2 of the IBA programme you will continue to be actively involved, and understand better, the practices and relevance of academic research. To that end you will need to take the course "Research Participation" in period 4 & 5. Moreover; in order to receive your ECTS of the year's final course "Integrative Research Project (2.6)" you must have accomplished all the requirements for "Research Participation".

Note that in order to be able to start with the Bachelor Thesis in year 3, students need to have completed 120 ECTS, which include the courses 2.4 BRM I, 2.5 BRM II, and 2.6 Integrative Research Project.

For students that started their Bachelor International Business Administration in **September 2013 or earlier** and who still have second year courses left to complete, [transitional arrangements](#) apply.

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### Third-year programme

The third year programme in this study guide still concerns the old curriculum (for students that started in September 2013 or earlier).

#### Specialization and optional courses - preparation for MSc programme or job market

The aim of the third and final year of the programme is twofold. On the one hand, it is used for completion of your studies and to further expand on, and integrate, knowledge acquired in the first two years. On the other, it is used to give students the opportunity to select courses in order to prepare for entrance into a master's programme, either at the faculty or elsewhere.

The third year is also different from the first two years in that you are able to select courses you are interested in. A variety of courses is offered; the methods of teaching, however, may differ from year one and two. Some courses are obligatory for all students, some for a specific specialization in the MSc Business Administration, others are entirely optional. The latter are intended to allow you to follow your own interests, or to prepare for a master other than Business Administration. A BSc in International Business Administration with appropriate choice of courses in your third year will allow you to enter the Master's programme Business Administration without any difficulty, but other master's programmes usually require you to pass additional courses in your third year.

Please pay attention to the Bachelor-before-Master rule ('harde knip'). This means that you can only start a Master's programme on 1 September if you have obtained all of your credits from your bachelor's degree before July 31st. Uncompleted Bachelor's subjects are not permitted if you want to start a Master programme. Also please note that you have to request your diploma on time. The full-time master programmes only start once a year in September.

Greater freedom of choice, pleasant as this may be, also means greater responsibility. Unlike years one and two, you are now for a large part responsible for creating your third-year curriculum, for meeting the final examination requirements and for meeting any entry conditions of the master's programme of your choice. You are therefore well-advised to start planning in an early stage, study master's programmes, read course descriptions and compare the possibilities with universities abroad.

The third year also includes courses on academic and professional skills and competencies. Academic competencies are necessary for you to carry out scientific research and require you to have insight into how scientific knowledge is gained. Professional competencies are needed in your day-to-day profession, in which social and communicative skills are of great importance. Finally, as the programme is an international one, part of the third year is reserved for exchange with a university abroad.

The study-load of the third year is divided as follows (see below):

- Compulsory courses (27 EC)
- (International) Business Administration / Economics courses (24 EC)
- Optional courses (9 EC)

#### Compulsory courses (27 EC)

A total of 27 EC is spent on the following five compulsory courses. This includes the bachelor's thesis, written at the end of the year. All compulsory courses are taught from February-June, so as to allow for an exchange period in the first semester.

- Advanced Business Research Methods (6 EC)
- Professional Skills (3 EC)
- Philosophy II (3 EC)
- Social Network Analysis (6 EC)
- Bachelor's thesis (9 EC)

#### (International) Business Administration / Economics courses (24 EC)

You should spend 24 EC on Business Administration or (Business) Economics courses. Half of these, i.e. at least 12 EC, should be spent on courses having an international focus. Furthermore, these courses should be third-year courses or, when taken elsewhere, of equivalent level. This is usually indicated by the term intermediate level.

International courses are those focusing on international economics and management. Examples are: Development Economics, Diversity Management, European Integration, International Economics, International Management, Intercultural Communication etc. International courses obviously include those taught abroad and having a country-specific focus, e.g. Mexican

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Business Management or Japanese Technology Management.

A proper selection of business and economics courses allows you to satisfy the entry requirements of a master's programme of your choice. For an overview of suitable courses taught at the faculty, and the master's programmes for which they prepare, see [Third-year optional courses](#).

**For all IBA students starting their Bachelor programme in 2012 or later, an exchange semester is an obligatory part of their study programme.**

**Optional courses (9 EC)**

A total of 9 EC can be spent on optional courses, which serve to give room to widening one's academic interest. These may be chosen from third-year courses taught within the faculty, in which case they are already approved of, or from other faculties, e.g., Psychology, Social Sciences or Law. Courses chosen from outside the faculty need to be approved of in advance by the Examination Board. Of course there is no problem at all if you decide to spend these EC on extra business administration or economics courses.

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### Third-year optional courses

The schedule below shows courses suitable for making up your 24 EC of (International) Business Administration or Economics courses. The column *Remarks* gives further information on the status of the course and, in capital letters, for which master's programme the course is required for entrance. See also [Entry requirements MSc Business Administration](#) and [Entry requirements MSc Accounting & Control, Econometrics & OR, Economics, Finance, Marketing, Entrepreneurship and STEEM](#).

Note that this list only includes courses taught in the faculty. With permission of the Examination Board you can add courses taught at other faculties or universities, including those taught abroad, as long as they are business or economics courses at third-year level.

- The elective *Management Accounting and Control* (Bedrijfskunde) cannot be taken together with *Management Accounting* (Economie en Bedrijfseconomie)
- The elective *Corporate Financial Management* (Bedrijfskunde) cannot be taken with *Corporate Finance* (Economie en Bedrijfseconomie)

Period 1 (Sept-Oct)	EC	Remarks
Exchange	12	
OR		
Management Accounting and Control	6	BA-FM; ACC
Advanced Human Resource Management	6	BA-HRM
Business Intelligence	6	BA-I&KM/S&O
Consumer Behavior	6	
<b>Dutch-taught</b>		
Consultancy Industry	6	BA-MC
Technology and Innovation	6	
Financial Accounting	6	ACC
Macro-economie	6	EC
Midden- en kleinbedrijf	6	
Ondernemingsrecht	6	
Methoden en technieken AE/FE onderzoek	6	EC; FIN; STREEM

Period 2 (Nov-Dec)	EC	Remarks
Exchange	12	
OR		
Organization Perspectives and Dynamics	6	BA-HRM/MC/S&O
E-Business and IT-Industry	6	BA-I&KM / Int. course
Knowledge Management	6	BA-I&KM
Management and Organization: Consulting Debates	6	BA-MC
Corporate Finance	6	FIN
Microeconomics	6	EC; STREEM
International Economics	6	Int. course
Urban Economics	6	
European Integration and Networks	6	Int. course
Enterprise Systems	6	BA-I&KM
Finance, Banking and Insurance	6	BA-FM

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<b>Dutch-taught</b>		
Accounting Information Systems (PGO Accountancy)	6	
Economische en sociale geschiedenis	6	Int. course
Transport, Distribution and Logistics	6	BA-TSCM

Period 3 (Jan)	EC	Remarks
Exchange	6	
OR		
Tutorial Marketing (periods 3 and 4)	See p. 4	MKT
Tutorial Corporate Finance (periods 3 and 4)	See p. 4	FIN
Optional courses	6	
<b>Dutch-taught</b>		
Werkcollege, Micro- of Macro-economie (periods 3 and 4)	See p. 4	EC; STRE
Werkcollege Accounting (FA/MA) (periods 3 and 4)	See p. 4	

Period 4 (Febr-Mar)	EC	Remarks
Advanced Business Research Methods	6	Compulsory
Social Network Analysis	6	Compulsory
Services Logistics	6	BA-TSCM
Strategic Management and the Strategy Process	6	BA-S&O/HRM/MC
Development Economics	6	Int. course
Applied Quantitative Economics	6	
Investments	6	FIN
Marketing Research	6	MKT
Transport and Network Economics	6	
Corporate Financial Management	6	BA-FM/S&O
Environmental Economics and Management	6	
Tutorial Marketing (periods 3 and 4)	6	MKT
<b>Dutch-taught</b>		
Belastingrecht (PGO Accountancy)	6	
Boekhouden (periods 4 and 5) (PGO Accountancy)	see p 5	
E-Business	6	BA-I&KM/S&O
Werkcollege Corporate Finance (periods 3 and 4)	6	FIN
Werkcollege Accounting (FA/MA) (periods 3 and 4)	6	
Werkcollege Micro- or Macro-economie (per. 3 and 4)	6	EC; STREAM

Period 5 (April-May)	EC	Remarks
Professional Skills	3	Compulsory
Philosophy II	3	Compulsory
Start bachelor's thesis	See p 6	Compulsory
International Marketing		
International Strategy	6	Int. course
Strategy and Economics	6	Int. course
	6	
<b>Dutch-taught</b>		
Boekhouden (periods 4 and 5)		
Financial Statement Analysis	6	
Economie van het onroerend goed	6	ACC
	6	

Period 6 (June)	EC	Remarks
Bachelor's thesis	9	Compulsory

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### Enrolment courses

 See VUNet for more information about [course enrolment](#).

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### Internship

#### How to find an internship?

There are several ways to find an internship. First, explore your own network. Do you have acquaintances in companies you would like to work, or do you know somebody that currently has room for an intern. When there is, it might enable you to discuss your potential research topic. In your letter you can refer to the earlier conversation and of course lay out your motivation to apply.

Secondly you can send a letter or an email to the company where you would like to do your internship. Prior phone contact is recommended, this enables you to estimate whether there is room for an intern. When there is, it might enable you to discuss your potential research topic. In your letter you can refer to the earlier conversation and of course lay out your motivation to apply.

There are also different associations that offer help by finding an internship, please visit their website to find out more about these organizations:

- [Aiesec](#)
- [Integrand](#)
- [Stagemotor.nl](#)
- [Studentenbureau.nl](#)

You could also contact the FEWEB Career Services for more information about finding an internship:

#### FEWEB Career Services

Career Services is the hub that connects students, employers, degree programmes, and alumni of the Faculty of Economics and Business Administration at VU. You can find more information about an [internship for study credits](#) on the website of FEWEB Career Services. Also, Career Services has an internship- and job board on Blackboard and VUnet, which is accessible for all FEWEB students. If you have any questions about the internship process, you can make an appointment with one of the [career counselors](#) via the [website](#).

#### Internship with study credits

It is possible to do an internship in your third year. It will take about eight weeks full-time work or up to max. 6 months of part-time work, depending on a part-time or full-time contract. A successful internship will be awarded 12 EC (optional course credits). If you decide to do an internship, you have to spend 18 EC on Business Administration or Business Economics courses, rather than 24, and 3 EC on optional courses, rather than 9.

Bear in mind that internships should allow you to carry out work on the level of junior business administrator, and should thus contain one or a number of assignments that can be completed by you at your level. Furthermore, internships should have an international focus. This means that they should either be carried out abroad, or at an internationally oriented company.

Please note that taking part in the exchange programme and doing an internship in the same year may prove quite a heavy burden as it implies your absence from the faculty for a large part of your third year. You may experience great difficulty in meeting final examination standards at the end of the year. You are therefore advised not to do both in one year. Also bear in mind that due to the before mentioned obligations towards the programme, you are most likely not able to graduate nominally in the programme if you are not exempted from the exchange.

Important note: under all circumstances should internships (for study credits) be approved of by your supervisor before you start.

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### Thesis

Before you can start writing your bachelor's thesis, you should have fulfilled two conditions at the moment of application:

- You must have obtained at least 120 EC;
- You must have passed the course *Statistics II (SPSS)* and *Quantitative Business Analysis*.

Usually students writing their theses are grouped into smaller groups, each supervised by a thesis supervisor. Group formation is usually done on basis of thesis subject. For a detailed description of the process of writing the thesis, supervision, and the enrolment procedure, see the *Manual Bachelor's Thesis*, to be found on [Blackboard](#).

If you are unable to start your thesis in your third year, for instance because you did not satisfy the entry conditions, you can choose to do so at the beginning of the following year (on the condition that you meet the entry requirements). Thus, there are two opportunities for you to write your thesis: periods 5 and 6 of the third year and periods 2 and 3 of the fourth year. If you have questions regarding your study schedule, please contact an academic advisor.

### Thesis coordinators per department

Department	Thesis coordinator
Accounting	Dr. P.C.M. Claes
Econometrics and Operations Research	Dr. A.A.N. Ridder
Economics and Development Economics	Dr. S. Dobbelaere
Finance and Financial Sector Management	Prof. Dr. T. Vorst
Information, Logistics and Innovation - Information Sciences (E-Business and ICT) - Knowledge Management - Logistics / TSCM	Dr. P.R. Tuertscher Dr. P.R. Tuertscher Prof. dr. ir. S.L.J.M. de Leeuw
Marketing	Drs. E.F.J. Lancee
Management and Organisation - Entrepreneurship - Human Resource Management & Cross Cultural Management - Management Consulting - Strategy and Organization	Drs. E.A.H. Kleijn Dr. M. Tims R. van Werven MSc Dr. M.D. Bahlmann
Spatial Economics	Dr. A.J.H. Pels

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### Exchange programme

For all third-year IBA students who meet the exchange criteria there is a mandatory exchange semester in autumn. You are entirely free to select universities or courses. If you want to know if courses abroad meet the entry requirements for FEWEB Master's programmes, it is advisable to contact an academic advisor. All courses chosen must be approved of by the examination board before you leave.

Although the third-year programme is geared towards exchange in the first semester, it is possible to go abroad in the period February-June. This may prove more problematic, however, and will require greater flexibility on your part as more individual arrangements need to be made.

### International Office

Exchange programmes are arranged through the faculty's International Office. The academic advisors can provide you with detailed information on courses on offer abroad and how to incorporate them into your third year, but also on arrangements for visa, insurance, allowance etc. The website contains a wealth of information on studying abroad. It is well worth visiting this for orientation before you start making definite plans. See [Exchange Programmes for VU Students](#).

For more information you can contact the International Service Desk:

- Email: [studentenbalie@vu.nl](mailto:studentenbalie@vu.nl)
- Open office hours: Monday – Friday from 10.00 - 16.00 in the Mainbuilding by the Servicedesks
- Tel: + 31(0)205985029

The deadline for enrolling for an exchange programme with the international office is usually around the 11<sup>th</sup> of January, but check the website for precise dates. Remember also that you can only go abroad if, at the start of your third year, you have at least 90 EC and have completed all first-year courses. This means that you must have at least 78 EC when enrolling in order to be eligible for exchange.

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### Teaching

The methods of teaching used are geared to the final objectives of the programme. This means that knowledge must be garnered, but also that students must acquire sufficient insight to evaluate the practical value of such knowledge and the skills to apply it. It is for this reason that great emphasis is placed on interactive ways of learning during various tutorials and projects. The process of working with theories and models provides valuable insights into their potential and limitations. You can employ cases and study assignments to practice using the application.

Teaching therefore involves formal lectures as well as tutorials in various formats. Lectures tend to be plenary in nature (for the entire student group) while tutorials vary in size from 25 to 50 students, depending on the goals of the specific tutorial. All years involve a variety of educational formats.

*Formal lectures* are used to introduce students to the theoretical aspects. On average, you should expect to have three to four formal lectures per week, each lasting for two hours.

*Tutorials* can have different objectives, for example:

- Instruction - short assignments are often given to prepare that often serve as an input for discussions later on in the course.
- Interaction - Response classes are more interactive in nature, the lecture material is taught through interaction between lecturer and students through questions, answers and discussion.
- Application - Apply the knowledge acquired. You will usually develop an assignment in teams of two or three students. This task may take the form of a case, working paper, calculations, etc. When working on a case, you have to define clearly the problem at hand, before determining how you are going to go about developing a solution for this problem. Finally, you resolve the case and draw up a written report. The teams present their case solutions during the case tutorial, after which they are discussed by the group. The main purpose of the practical assignments and cases is to promote understanding and to teach students how to apply the results.

The specific use of tutorials is outlined in each course manual and explained during each course.

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Information about rules and regulations can be found on [VUnet](#), and under the [heading of education](#).

Informatie over reglementen en regelingen vind je op [VUnet](#), en onder het kopje [onderwijs](#).

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### The VU Honours programme

The VU Honours programme comprises at least 30 EC on top of your regular BSc programme. Most Honours courses are 6 EC and an odd few 12 EC. These courses are spread out over year 2 and 3 of your Bachelor with the exception of one first-year Honours course in the second half of the first year. This first-year course provides you with an opportunity to get acquainted with this programme. Most Honours students follow 5 courses of 6 EC, but you may take more. The programme is taught in English.

The Honours programme offers several advantages to our students. Only a select group of motivated, talented students can participate in the programme. Students participating in the VU Honours programme come from different faculties, thus broadening your academic horizon through interdisciplinary class discussions and team work. The programme draws upon the expertise of our top faculty members. Special courses are developed, that are only accessible to Honours students. These courses are characterized by small classes (not more than 20 students) and a high degree of teacher-student interaction. Upon successfully completing the programme, you receive a special BSc diploma, stating that you have participated in the VU Honours programme and have completed your BSc degree within three years with an increased study load of 30 EC. A successful completion of the Honours programme also increases your future opportunities for follow-up studies, e.g., your chances to enter one of our top international research master programmes (MPhil), possibly leading to a future PhD.

### Structure and final attainment level

The faculty's implementation of the VU Honours programme has three components.

- Out of the 30 EC, 2 HP courses of 6 EC each (or one of 12 EC) are taken from an interdisciplinary menu of courses, including topics from economics, business, medicine, law, sociology, psychology, philosophy, biology, physics, and mathematics. This broadens your academic horizon beyond that of economics and business research and allows you to interact with Honours students with a variety of academic backgrounds.
- Out of the 30 EC, 2 HP course of 6 EC have to be taken from the higher-year courses offered by the Faculty of Economics and Business Administration. These courses are specially developed for the Honours programme and treat more advanced issues in economics and business research.
- The final 6 EC of the 30 EC is an elective that can be either taken from the interdisciplinary course menu, the faculty's course menu or the course menus of other faculties participating in the VU Honours programme. You can also use this course for a tutored research project, called a **research assentship (RA)** that counts for 6 EC, possibly combined with an extended BSc thesis. It allows you to build on your skills developed during the programme and build your BSc thesis into a more complete research experience. If you passed the first-year Honours course in your first-year, it also counts as an elective.

An indication of the programme contents can be found by following the link [interdisciplinary VU Honours courses](#) or the link [FEWEB Honours courses](#). The Honours programme is a challenging programme for talented students. Therefore, you should be able to complete the additional 30 EC load of the Honours programme

- in the same nominal time as the regular BSc programme, which is **three** years, and

- with a grade average of **7.5** for all courses of your bachelor (excluding Honours courses).

Only in very specific circumstances the examination board can grant you a delay in completing the Honours programme. You can request this only by sending a motivated email to the examination board.

### The first year Honours course

The first-year Honours course will be held in period 4 and 5 (February to May) and provides you with an opportunity to experience the VU Honours programme. This may help you to decide whether the VU honours programme serves your interests. If you pass this course, and you enter the VU Honours programme this course qualifies as an elective Honours course. If you pass and



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decide not to enter, then it qualifies as an extracurricular course on the supplement of your bachelor diploma.

The entry requirements for the first-year Honours course are either one of the following:

- all first-year courses of period 1 and 2 passed with a grade average of at least 7.5, or
- pre-university education (VWO) graduation with an average of at least 8.0.

To enroll in this course, send an email to [Honoursprogramma.feweb@vu.nl](mailto:Honoursprogramma.feweb@vu.nl) before **4 PM** of the **third Thursday** of **period 3**. In this email you express your interest to participate and include proof (VUnet or copy diplom) that you are entitled to participate.

#### Vakbeschrijvingen

### Application to the VU Honours programme

If you are motivated to participate in this programme and you feel you are qualified, then you can register for enrolment by filling out [the application form](#) before **May 1** of your first year. Your application has to include the following material:

- a letter of motivation directed to the coordinator of the FEWEB Honours Programme commission Dr. Harold Houba, together with
- your resume,
- list of grades and the grade average of all courses passed so far.

Your letter of motivation should be written in English, should be no more than 1.5 pages (A4) and should contain the following information:

- motivation for current studies.
- motivation for participation in the Honours Programme.
- what Honours courses of the VU Honours Programme arouse your interests,
- what you hope to achieve by participating in the Honours Programme.
- why you think you can complete the Honours Programme successfully. In this respect, take also into account any other plans you might have beside your studies, such as studying abroad for a while or participation in the board of a student society, etc.

On basis of the material received, the selection board will **conditionally** admit the best students. The faculty aims at the top 5-10% of students. Final selection takes place when all grades for all first-year courses have been published, which is typically the end of August. . The admittance criterium is:

all first-year courses passed with a grade average of at least **7.5** (subject to exceptions) .

We hope to meet you in the VU Honours programme!

### Additional information

If you have further questions with respect to the VU Honours programme or the enrolment procedure, you can mail to [Honoursprogramma.feweb@vu.nl](mailto:Honoursprogramma.feweb@vu.nl).

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### Mission statements, main aspects and final attainment levels

The Programme carries the following mission statement:

*The bachelor's Programme International Business Administration at VU University Amsterdam aspires to bring graduates to the market that are well-rounded Academics as well as Professionals and Citizens, that have a fine-grained understanding of the three core elements of our programme, People, Business, and the International Context".*

Central to the mission statement are the elements People, Business, and the International Context:

- The people aspect focuses on the individual and helps you to understand and manage international and cultural challenges.
- The business aspect is about the different disciplines that together represent the business environment so you become a well-rounded academic as well as business professional
- Finally, the international context addresses the global marketplace that you aspire to become a part of.

By integrating people, business, and international context, students do not only develop only knowledge and skills, but also a strong cultural sensitivity and self-awareness that is need to truly become a world citizen.

#### Target Group

The programme aims primarily at international and local students having completed a secondary education equivalent to the level of Dutch pre-university education. Selection as to motivation, international experience, proficiency in English and Mathematics is part of the admission procedure.

#### Working out the mission statement into main aspects

The mission statement described above is worked out to into the following main aspects contained in the programme.

The programme International Business Administration:

- Teaches students to adopt an academic attitude: critical, reflective, and conscious of academic standards
- Provides students with thorough knowledge of the core disciplines of business administration, including Strategy, Organization, HRM, Marketing, Accounting, Finance, Supply Chain Management and Technology, the aim of which is to provide students with multidisciplinary knowledge
- Teaches students to integrate knowledge of these disciplines to solve managerial problems from an interdisciplinary perspective. Attention is paid to business processes and international issues
- Pays attention to theory and application; including the acquisition of the necessary skills to apply theoretical concepts
- Offers active participation; is attractive and challenging
- Teaches students to cooperate, present results orally and in writing, and debate
- Offers intensive guidance
- Offers a strong focus on international context
- Can be completed in three years
- Is open to any qualified student, but is selective once the programme has started

#### Effectuating the core aspects as final attainment levels

##### Appreciation of academic disciplines

Students have an appreciation of the theoretical and methodological field of knowledge associated with international business as an academic discipline, together with the academic disciplines of economics, social sciences and technology.

Students who have completed this programme will have sufficient basic knowledge to analyse business issues, and to develop solutions using business methods and techniques for collecting and analyzing data. In addition, these students will have had experience in setting up, conducting, and reporting on research projects in a scientifically sound manner.

##### Access to academic knowledge

Students must be capable of locating academic articles and professional publications that they need for their (academic or social) professional life, and of critically evaluating such publications.

Parttime MSc Marketing	<p>After completing the bachelor's programme, students will be capable of conveying the central academic issues and theoretical frameworks, and of furnishing them with knowledgeable comments.</p> <p>Holders of a bachelor's degree will also have developed sufficient expertise in the field of business services in their chosen specialization to enable them to tackle specific business issues.</p> <p><b>Academic attitude</b> Holders of a bachelor's degree:</p> <ul style="list-style-type: none"> <li>■ have an understanding of the nature of academic knowledge, and how this is generated</li> <li>■ are able to describe and explain business issues, using an academically sound approach</li> <li>■ have an open mind when it comes to academic and social developments, as well as the attitude and skills needed for lifelong learning and professional growth</li> <li>■ are capable of producing clear written reports and oral presentations, attuned to a given forum, and can express themselves adequately orally as well as in writing</li> <li>■ have the conceptual and reasoning skills needed to conduct and apply academic work</li> </ul> <p><b>Practical skills</b> Holders of a Bachelor's degree are able to set up and implement projects systematically, and to operate as team players. They also possess the communicative and social skills needed when working in organizations, for cooperating with others, and when dealing with customers and opponents. Once they have completed the Bachelor's programme, students are able to describe the bottlenecks and pitfalls commonly encountered during project implementation. They will be able to present solutions in the areas of organization, people (acceptance), and systems (both the production systems and the information systems).</p> <p><b>Professional skills</b> After completing the programme, graduates have acquired the professional skills to work in a variety of markets. They are quality-conscious by habit; taking the set conditions into account, they deliver professional-quality products and services. Further, they are able to recognize circumstances in which independent, rational, disciplined thought is of the essence. At such times, they also have the strength and courage to put their abilities to the test. The programme's broad international outlook means that holders of a bachelor's degree are able to operate in an international context, approaching business issues by integrating the views of economics, technical sciences, social general business administration.</p>
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### Master's programmes

Following your bachelor, you can opt for further study and specialization by entering the Master's programme. This is a scientific programme, in which doing research and application of science play a central role. An important part of this programme is therefore reserved for carrying out an independent, academic research project and reporting on this in the master's thesis.

The following master's programmes are taught at the faculty. All programmes take one year and start in September only. All programmes are taught in English.

- [Master of Science in Business Administration](#)
- [Master of Science in Accounting and Control](#)
- [Master of Science in Econometrics and Operations Research](#)
- [Master of Science in Economics](#)
- [Master in Entrepreneurship](#)
- [Master of Science in Finance - Honours programme Quantitative Finance](#)
- [Master of Science in Marketing](#)
- [Master of Science in Spatial, Transport and Environmental Economics \(STREEM\)](#)
- Master of Philosophy (two year research master)

See also:

- [Entry requirements MSc Business Administration](#)
- [Entry requirements MSc Accounting & Control, Econometrics & OR, Entrepreneurship, Economics, Finance, Marketing, STREEM](#)
- [General requirements and application procedure for FEWEB's master's programmes for international IBA students](#)

### Postgraduate programmes

The programmes [Certified Management Accountant](#), [Certified Financial Manager](#) en [Chartered Financial Analyst](#) can be entered with a completed bachelor's degree in Economics and Business, Business Administration or International Business Administration.

Upon completion of your master's degree your master's programme you can opt for a [postgraduate programme](#) for further specialization. Usually these programmes involve vocational training and professional education and lead to for instance chartered accountant or controller. Admission to any of the postgraduate programmes is dependent on the master you have taken.

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### Entry requirements MSc Business Administration

The Master's programme Business Administration consists of a number of obligatory courses and a number of specialization courses. At the start of the programme, you make a choice from one of its six specializations.

To prepare for any of the six specializations of the Master's programme in Business Administration you should spend 12 EC on third-year courses in the field of any of the seven following. As stated before, these courses are part of the 24 EC you have to spend on business administration or economics in your third year programme. They can be taken either at the faculty or abroad. Bear in mind that these courses should be third-year courses or, when taken elsewhere, of equivalent level. This is usually indicated the term intermediate level somewhere in the title of, for instance, textbooks.

#### Specialization Financial Management (FM)

This specialization requires courses in the field of finance and financial services industry, such as: Corporate Finance, Investments, Treasury Management, or Management Accounting etc. *Students in the new program should take 2.4 Accounting in Multi-National Enterprises and 2.5 Finance in Emerging Economies to fulfil the admission requirements for this specialization.*

#### Specialization Human Resource Management (HRM)

For this specialization you should follow courses such as Human Resource Management, Strategic Management, Organization Perspectives and Dynamics.

#### Specialization Information and Knowledge Management (I&KM)

This specialization requires courses such as E-Commerce, Knowledge Management, Information Systems, Innovation Management, Outsourcing, Management of Technology etc.

#### Specialization Management Consulting (MC)

This specialization can be followed when you have sufficient knowledge of courses such as: Consultancy, Management and Organisation, Management of Change, Organization Design, Organization Theory.

#### Specialization Strategy and Organization (S&O)

A variety of courses can prepare you for this, but should include courses in the field of Strategy, Strategic Management, Innovation Management, Strategic Processes etc.

#### Specialization Transport and Supply Chain Management (TSCM)

For this specialization you can choose courses in the field of Distribution Logistics, Transport Economics, Supply Chain Management etc.

The specializations in the Master are:

- [Financial Management](#)
- [Human Resource Management](#)
- [Information and Knowledge Management](#)
- [Management Consulting](#)
- [Strategy and Organization](#)
- [Transport and Supply Chain Management](#)

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MSc Spatial, Transport and  
Environmental Economics

Parttime MSc Accounting &  
Control

Parttime MSc Business  
Administration

Parttime MSc Marketing

Premaster Accounting and  
Control

Premaster Business  
Administration

Premaster Entrepreneurship

Premaster Finance

Premaster Marketing

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[BSc Economie & Bedrijfseconomie](#)
[BSc Econometrie en Operationele Research](#)
**[BSc International Business Administration](#)**

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**Entry conditions MSc Accounting & Control, Econometrics & OR, Economics, Entrepreneurship, Finance, Marketing, and Stream**

Admission to any other master's programmes than Business Administration is dependent on the courses you take in your second (new program) and third year (new as well as old program) International Business Administration. These courses are listed below. Bear in mind, however, that these are usually third-year courses taught in the bachelor's programmes Economics and Business or Business Administration and are therefore often in Dutch. Many of these courses have their equivalents abroad, so should you wish to take these courses in English, you are well advised to try and complete them during your exchange period.

Bachelor IBA + - Management Accounting & Control - Financial Accounting - Financial Statement Analysis  <i>Required second year courses (new program):</i> - Accounting in Multi-National Enterprises - Finance in Emerging Economies	▶	MSc Accounting & Control <sup>1</sup>
Bachelor IBA + - additional requirements specified by Examination Board Econometrics	▶	MSc Econometrics
Bachelor IBA + - Microeconomics - Macroeconomics - Tutorial micro or macro (werkcollege) <sup>2</sup> - Research Methods General and Financial Economics (Methoden en Technieken AE/FE) <sup>3</sup>	▶	MSc Economics
Bachelor IBA + - Organization Perspectives and Dynamics (recommended)	▶	MSc Entrepreneurship
Bachelor IBA + - Microeconomics - Tutorial Microeconomics (werkcollege) <sup>2</sup> - Research Methods General and Financial Economics (Methoden en Technieken AE/FE) <sup>3</sup>	▶	MSc Spatial, Transport and Environmental Economics
Bachelor IBA + - Corporate Finance - Investments - Tutorial Corporate Finance (werkcollege) - Research Methods General and Financial Economics (Methoden en Technieken AE/FE) <sup>3</sup>  <i>Required second year courses (new program):</i> - Accounting in Multi-National Enterprises - Finance in Emerging Economies	▶	MSc Finance
Bachelor IBA + - Lineaire Algebra (1st year E&OR) - Applied Quantitative Economics - Elective Investments - Statistics (1st year E&OR) <sup>4</sup> - Programming for Economists  Recommended: - Analysis II	▶	MSc Duisenberg Honours Programme Quantitative Risk Management
Bachelor IBA + - Tutorial Marketing (werkcollege) <sup>2</sup>	▶	MSc Marketing



MSc Spatial, Transport and Environmental Economics	- Marketing Research		
Parttime MSc Accounting & Control	Bachelor IBA + - Good results - Interested in scientific research	▶	MPhil (two-year research master)
Parttime MSc Business Administration	<p><sup>1</sup> Students wishing to enter the post graduate programme Accountancy without deficiencies can also follow the courses: Accounting Information Systems, Belastingrecht (Tax Law) and boekhouden (bookkeeping). This can be done during the third year, but also at a later point in time.  <i>Knowledge of Accounting Information Systems is prerequisite for the master's course Control and Audit.</i></p> <p>The elective course Corporate Finance 3.2 or Corporate Financial Management 3.4 is compulsory for the master's course Advanced Corporate Finance for Accounting and Control 4.2 (part of the MSc Accounting and Control, specialization Controlling).  <i>Fluency in Dutch is required for the post graduate programme.</i></p>		
Parttime MSc Marketing	<p><sup>2</sup> IBA students can only attend tutorials Marketing (English), Corporate Finance (Dutch), Macroeconomics and Microeconomics (both Dutch). In the latter two cases, students must also have followed the preparatory course Macroeconomics or Microeconomics respectively. For the tutorial Accounting you should have completed the third-year course Management Accounting and Control.</p>		
Premaster Accounting and Control	<p><sup>3</sup> Research Methods in General and Financial Economics (methoden en technieken AE/FE) may replace the course Advanced Business Research Methods.</p>		
Premaster Business Administration	<p><sup>4</sup> The entry requirement for Statistics are: Probability Theory (E_EOR1_PT) and Analysis I (X_400641).</p>		
Premaster Entrepreneurship	<p>See also: <a href="#">Conditional admission to master's programmes</a>.</p>		
Premaster Finance			
Premaster Marketing			

Vakbeschrijvingen

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## International Business Administration (BSc)



### Postgraduate programmes

The programmes [Certified Management Accountant](#), [Certified Financial Manager](#) en [Chartered Financial Analyst](#) can be entered with a completed bachelor's degree in Economics and Business, Business Administration or International Business Administration.

Upon completion of your master's degree your master's programme you can opt for a [postgraduate programme](#) for further specialization. Usually these programmes involve vocational training and professional education and lead to for instance chartered accountant or controller. Admission to any of the postgraduate programmes is dependent on the master you have taken.

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MSc Finance

MSc Marketing

MSc Spatial, Transport and

## International Business Administration (BSc)



### B International Business Administration Zie ook vakbeschrijvingen:

Course name	Code
> Vakbeschrijvingen Bacheloropleidingen	E_HP
First year International Business Administration	E_IBA1
Second year International Business Administration	E_IBA2
Third year International Business Administration	E_IBA3

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Environmental Economics

Parttime MSc Accounting & Control

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