



Master of Business & Technology

Policies

Never Stand Still

Australian School of Business

Study load and time

The MBT is best studied part-time while in full-time employment. Participants are advised to allocate approximately 8-10 hours per course per week. Participants can elect to take one or two courses per Semester. It is recommended that new participants, particularly those who have not previously studied at a tertiary level, commence with one course.

Program leave can be taken for a period of up to 12 months if required.

The maximum time allowed to complete the MBT at masters level is six years from initial enrolment.

Credit for previous postgraduate study

On admission to the MBT it may be possible for you to be granted credit (advanced standing) for postgraduate level courses completed at recognised tertiary institutions within the last six years. Advanced standing is not granted automatically; each application is assessed on its merits. To apply for credit for a previously completed course, you need to supply a course outline detailing the full contents, the duration of the course and assessment tasks, as well as a certified transcript of your results.

The usual maximum credit allowable is equivalent to one-third of the qualification with which you intend to graduate. In all cases, at least 50% of courses counting towards the Graduate Certificate, Graduate Diploma or Masters level must be MBT courses.

Cross program enrolments

Subject to prior approval by the MBT office, it is possible to study courses from other UNSW programs or other universities and obtain credit towards your MBT degree. The maximum of cross program courses allowable is one third of the MBT or Graduate Diploma. In all cases the number of courses taken from the MBT offering may not be less than 50% of the award with which you intend to graduate.

Single course application

Applications are accepted for individual courses on a non-award basis. Successful completion of a course may be credited towards further study should the applicant subsequently enrol in the MBT.

Academic standing

UNSW policy on Academic Standing states participants who have failed one course will be placed on Probation and should contact their Academic Adviser before re-enrolling in the program. Participants who fail three courses will be excluded from the program for two years and need to re-apply for admission.

Discontinuation

The MBT Program must comply with all University rules and set dates regarding withdrawal from courses. The census date for withdrawal from a course is usually 31 March for Semester 1 and 31 August for Semester 2. Students who withdraw after the census date will remain liable for the full fees for their course. If you withdraw after (typically) the end of week 8 of Semester you will fail the course and remain liable for the fees.

Cancellations

The MBT program reserves the right to cancel any course if circumstances necessitate. If a course is cancelled, you will be informed immediately and will receive a full refund of any fee paid.