

# PROGRAMME REGULATIONS

## Postgraduate Diploma in Business

To be read in conjunction with the [Postgraduate Diploma Generic Regulations](#).

These regulations came into force Semester 1, 2020

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### 1. Programme Schedule

This Programme Schedule applies to the Postgraduate Diploma in Business (PGDipBus) [CA2319], Level 8 Credits 120.

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### 2. Programme Specific Admission Requirements and Special Admission

#### Admission Requirements

To be admitted to the Postgraduate Diploma in Business applicants must meet:

Admission requirements under one of the following provisions:

general admission;

OR

special admission;

AND

Unitec's English-language entry requirements.

#### 2.2 General admission requirements

Applicants must:

- a. have a recognised Bachelor's degree in the same or similar discipline, with merit achievement deemed to be an average grade of B- or higher in all Level 7 courses;

OR

- b. have a professional qualification in a relevant discipline, recognised as being equivalent to merit achievement in a Bachelor's degree.

#### 2.3 Special admission

An applicant may be considered for special admission if he/she has:

- a. An undergraduate degree in an unrelated discipline, with merit achievement; or
- b. A graduate diploma qualification in the same or similar discipline, with a B grade average or better.

## 2.4 English Language Admission Requirements

- a. Applicants must have achieved a minimum standard of English as demonstrated by a minimum of eight credits at NCEA Level 2 in English (four in reading; four in writing).
- b. For English-language entry requirements for international students, please refer to Unitec's *Admission Requirement Procedure*.

## 2.1 Selection criteria

When the number of eligible applicants for admission exceeds the number of places available, the following selection criteria will be applied:

- Assessed level of personal motivation to complete the qualification
- Coherence in expression of ideas and opinions
- Academic aptitude
- Level of awareness of the discipline of business management
- Quality of independent references

These criteria are not ranked in any order. Applicants who meet the greatest number of criteria will be the preferred applicants.

## 2.2 Selection process

Selection will be made by the relevant Academic Authority or by its delegated by the powers.

Students will be selected based on the information supplied. In some cases, a telephone or face-to-face interview may be required.

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## 3. Requirements for the Award of the Qualification

### 3.1 The award (Generic)

To be awarded the Postgraduate Diploma in Business a student shall have successfully completed 120 credits at level 8, comprised of:

- The two compulsory courses listed in Table 1, totalling 60 credits; and
- Any two elective courses listed in Table 1, totalling a minimum of 60 credits.

**Table 1: Courses for Postgraduate Diploma in Business**

Compulsory courses are shown in **bold**.

Elective courses are shown in *italics*.

Level	Course No.	Course Name	Credits	Prerequisites
8	<b>APMG8099</b>	<b>Business and Organisational Strategy</b>	<b>30</b>	
8	<b>APMG8100</b>	<b>Organisations and Leadership</b>	<b>30</b>	

Level	Course No.	Course Name	Credits	Prerequisites
8	APMG8117	Marketing Strategy	30	
8	APMG8112	Organisational Change and Development	30	
8	ALAF8090	Finance and Business Enterprise	30	
8	APMG8115	Organisational Behaviour	30	
8	APMG8116	Advanced Human Resource Management	30	
8	APMG8119	Digital Enterprise	30	
8	APMG8112	Organisational Change and Development	30	
8	APMG8177	Research Methods	30	
<i>The following courses are not currently offered</i>				
8	APMG8113	Global Issues in Business	30	
8	APMG8114	International Business	30	
8	APMG8118	Enterprise Creativity, Design & Innovation	30	
8	APMG8120	Special Topic	30	
8	APMG8121	Negotiated Study	30	
8	COMM8171	Organisational Communication	30	
8	COMM8176	Strategic Communication and Information Management	30	
8	APMG8152	Negotiated Study	15	
8	APMG8500	Wealth with Green	30	

### 3.2 Submission and late submission of work

- a. Applications for extensions must be made under the Special Assessment Circumstances policy
- b. Any assessment that is submitted late (and does not have a prior approved extension or Special Assessment Circumstance) will be penalised by a deduction of 10% per day of the student's assignment mark, up to five (5) days, inclusive of weekends.
- c. No assignments will be accepted five (5) days (inclusive of weekends) after the due date. If the assessment is not compulsory, the student will receive a 'zero' grade for that assignment. If the assignment is compulsory, then the student will receive a DNC grade for the entire course.