

## **Implementation Guidelines for “International Business Management” Credit Program, Wenzao Ursuline University of Languages**

Applicable after the second semester of the academic year of 2014

Approved at the Academic Affairs Committee on January 6, 2015

- I. Program name: International Business Management Credit Program
- II. Program coordinator: Department of International Business Management
- III. Program planning departments: Department of International Business Management, Department of English
- IV. Program objectives: To help students of Wenzao Ursuline University who are not majoring in business to develop a second specialty.
- V. Qualifications for application: Sophomore students of the four-year college program (or above), junior students of the two-year college program (or above) and graduate students can apply before the end of the first semester of their last academic year (excluding students who delay graduation).
- VI. Application and evaluation procedures:
  - (I) Information required: Applicants should submit application forms and Chinese transcripts of records.
  - (II) Due dates: The due dates will be announced at the beginning of the semester according to the university calendar.
  - (III) Announcement of results: Upon evaluation and approval, the list of students who can join the program will be announced on the website of the Office of Academic Affairs.
- VII. Credits: Minimum 22 credits. For students who take the credit program, at least one-half of credits taken should not be one of the following:
  - (I) courses offered in the student’s own major (excluding cross-disciplinary courses stipulated by the department or graduate school)
  - (II) courses offered in the student’s own double major
  - (III) courses offered in the student’s own minor
- VIII. Regulations for the issue of program certificate:
  - (I) Review of qualifications: The department in charge of the program should complete the qualification review before students graduate.

(II) Issue of certificates: According to the results of qualification review provided by the department in charge of the program, the Registration Section should ask for the approval from the Dean of Academic Affairs. Upon approval, the University will issue the certificate for the “International Business Management” credit program.

IX. Point of contact: Assistant of the Department of International Business Management

X. List of credits and courses of the program

List of credits and courses for International Business Management Credit Program

| <b>Compulsory courses (18 credits in total)</b>       |         |  |
|---|---------|--|
| Course name   | Credits | Remark   |
| Contemporary Management                               | 3       | Students can take “English Introduction to Business” offered by the Department of English                            |
| Accounting and Financial Statement Analysis           | 3       |  |
| Economics Theory and Practice                         | 3       |  |
| Financial Management for Small and Medium Enterprises | 3       | Students can take “English Introduction to Financial Management” offered by the Department of English                |
| Marketing Theory and Practice                         | 3       | Students can take “English Introduction to Marketing” offered by the Department of English                           |
| Human Resource Management                             | 3       |  |
| <b>Elective courses (at least 12 credits)</b>         |         |  |
| International Trade Practices                         | 3       |  |
| Consumer Behavior                                     | 3       |  |
| International Finance and Foreign Exchange            | 3       |  |
| International Logistics Management                    | 3       |  |
| Organizational Behavior                               | 3       | This course is offered by the Department of English  |
| Business Simulation                                   | 3       | These courses will be taught in English, French, German, Spanish or Japanese, according to the student’s department. |
| Business English                                      | 3       | These courses will be taught in English, French, German, Spanish or Japanese, according to the student’s department. |
| Business Affairs 1                                    | 2       | Students can take “International Business Case Studies” offered by the Department of English                         |
| Business Affairs 2                                    | 2       | This course is offered by the Department of English  |
| Case Studies of International Business                | 3       | This course is offered by the Department of English  |
| Business English Conversation                         | 3       |  |
| Introduction to International Law                     | 3       |  |

**Note:**

**Students who would like to select courses offered by the Department for the four-year college program should obtain the consent and signature of the lecturer.**