



**AUCKLAND
INSTITUTE
OF STUDIES
NEW ZEALAND**

BUSINESS ADMINISTRATION

Postgraduate studies in Business Administration at AIS will help prepare you for management-level employment opportunities and career advancement.

The highly interactive format of these programmes, lectures, workshops and seminars, enables you to practise and **APPLY YOUR LEARNING IN AN ENVIRONMENT THAT IMITATES REAL-WORLD BUSINESS SETTINGS**. The Business Administration programmes are practical programmes with theoretical, applied and research underpinnings.

If you're already working at a management level, study here will enable you to increase and broaden your skills base and enhance your ability to think laterally. Your increased managerial competencies will include: undertaking research, problem-solving, acting proactively, applying new ideas, and thinking strategically.

For students looking at career advancement, even at an early stage of their working life, our Business Administration programmes help them gain experiential learning, sound corporate values, professional skills development and overall personal growth.

Classes in our Business Administration programmes are concentrated around weekends to fit in around employment schedules, making these classes an ideal way to upskill and study while you continue to earn.

AIS is immensely proud of its Business Administration teaching staff and they are selected for their special blend of academic qualifications, research activities, current business and consulting experience, international involvement and teaching skills. Through our experienced faculty, you will be exposed to international leading-edge best practices.

Our programmes are approved and accredited by the New Zealand Qualifications Authority and is continuously reviewed and monitored by international practitioners and academics at the forefront of professional business development.



2018

POSTGRADUATE PROGRAMMES

4.450 POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION

LEVEL 8 | 120 CREDITS | NZQA APPROVED

The Postgraduate Diploma in Business Administration comprises 20 modules of the MBA degree. It is ideally suited to busy managers seeking to increase their career skills in a shorter time frame. The ability to plan to complete an MBA degree with six months further study makes this programme an attractive option.

Each student's programme is planned in conjunction with the Director, Business Administration to satisfy academic regulations and reflect the candidate's background, interests and career aspirations.

AIS GRADUATES OF THIS PROGRAMME ARE NOW:

- Finance Administrator - 360 Financial Services
- Logistics Manager - Gama Motors Ltd
- Junior Adviser - Saturn Portfolio
- Marketing Manager - Pacific Gladstone Ltd
- Operations Manager (trainee) - Apparel Pressers
- Senior Administrator - Provident Insurance
- Accountant - Norton Accounting and Taxation
- Technical Support Specialist - Concentrix

PGDBA COMPULSORY MODULES

- 4.701 Financial Accounting and Analysis
- 4.702 Managing Information and Technology
- 4.703 World Economy and Money Markets
- 4.704 Management Accounting and Analysis
- 4.705 Marketing Management
- 4.709 Operations Management
- 4.710 Cross-Cultural Behaviour and Negotiation
- 4.711 Business Quantitative Methods
- 4.712 Organisational Behaviour and Leadership
- 4.713 Economic Decision-Making
- 4.720 Business Strategy and Change Management
- 4.740 Accounting Framework (unless precluded)

PGDBA ELECTIVE MODULES

- 4.706 International Strategic Management
- 4.707 Human Resource Management
- 4.708 International Business Law
- 4.714 Global Enterprise and International Trade
- 4.716 International Marketing
- 4.718 Research Methods
- 4.719 Advanced Management of Information Systems
- 4.724 E-Business
- 4.725 Entrepreneurship / New Ventures
- 4.727 Services Marketing
- 4.728 Operations Strategy and Technology
- 4.729 Quality Management
- 4.750 Strategic Marketing
- 4.751 Business Research and Analytics
- 4.754 Product Development and Brand Management
- 4.771 Managing in Highly Regulated Environments
- 4.772 Legal and Ethical Issues for Practising Professionals
- 4.773 Managing in Dynamic Socio-Economic Sectors
- 4.782 International Supply Chain Management
- 4.783 Project Management
- 4.787 Events Operations Management
- 4.790 Corporate and Business Finance
- 4.792 Financial Statement Analysis
- 4.794 Valuations and Investment Decision Analysis
- 4.795 International Finance and Risk Management



nationalities represented in the AIS student body



MAURICIO VIEIRA NASCIMENTO

POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION

After visiting New Zealand with his wife in 2015, Mauricio made the decision to make his dream of pursuing an education overseas a reality. When the Brazilian finally decided to move across the world to study a Postgraduate Diploma in Business Administration (PGDBA) at AIS, he knew the stakes. If he picked the wrong college or course, financial and emotional disappointment would be certain. He was not disappointed.

"It was important to choose an institute where I could study in the weekends and pursue a career during the week. This is where it made all the difference to have AIS understand the importance of having a job while you study."

For Mauricio, the one-year PGDBA at AIS was a window for promotion within the New Zealand job market. Having done a lot of research on the institute, Mauricio realised that studying here was what he was looking for.

"I knew AIS had the recognition and accreditation that would open doors in terms of degree reputation. Employability really was a key factor for me, and so I took the opportunity to gain all the knowledge I could."

The real world emphasis of the programme is what Mauricio thinks gave him the education he was looking for.

"I was intrigued and fascinated by the way AIS approached teaching, tailoring theory to apply it to real life. Everything you learn in the programme focuses on building the skills to use what you learn. From my fellow students through to the professors, we all actually used the tools we were taught and that are vital for professionals in the NZ job market."

It is something Mauricio says is part of the reason he is certain that coming to New Zealand was a great decision. For him, the emotional and financial investment he and his family have made has paid off tenfold. This means AIS didn't just deliver the results he expected, but made his dreams attainable.

When asked what he treasured most about his time at AIS, Mauricio explains that he has a sense

INTERNSHIP OPTION

Candidates with less than two years of relevant work experience, but with a degree or postgraduate qualification in cognate business disciplines, must include 4.798 Internship and 15 taught modules as determined by the Director, Business Administration.

This option is also available to candidates with more than two years of relevant work experience, and with a degree or postgraduate qualification in cognate business disciplines.

The internship comprises at least 30 hours per week over 12 weeks (360 hours minimum).

of making a difference and understanding why this is important. He believes AIS opens the door for people who want to make a difference and contribute to New Zealand's society.

Mauricio was proven right and got offered a full-time position, and a promotion to Business Development Manager at the job he had started in his second month of studying at AIS. More than that, his immigration papers and work visa are organised as well. The opportunity to relocate and build a life here in New Zealand has been a dream come true for the Brazilian.

"I am thankful for the opportunity AIS has given me. Everyone at the institute conveys the message that your dreams are possible. I took this message, believed it and now it's true."

4.700 MASTER OF BUSINESS ADMINISTRATION

LEVEL 9 | 180 CREDITS | NZQA APPROVED

The Master of Business Administration (MBA) degree is the most internationally-recognised business qualification in the world today. It covers a range of business disciplines which form the basis of executive decision-making.

The AIS MBA offers specialisations in:

- International Business
- Finance
- Marketing
- Operations and Logistics

The MBA also has three alternative pathways:

- 27 modules and a two-month Field Study
- 25 modules and a three-month Internship
- 20 modules and a six-month Dissertation

Programme participants will increase and broaden their skills base and enhance their ability to think laterally, research, problem-solve, be proactive, apply new ideas, think strategically and increase managerial competence. Skills are acquired today that can be applied tomorrow.

The MBA programme comprises five stages:

STAGE 1 - COMPULSORY MODULES

- 4.701 Financial Accounting and Analysis
- 4.702 Managing Information and Technology
- 4.704 Management Accounting and Analysis
- 4.705 Marketing Management
- 4.709 Operations Management
- 4.710 Cross-Cultural Behaviour and Negotiation
- 4.711 Business Quantitative Methods
- 4.712 Organisational Behaviour and Leadership
- 4.713 Economic Decision-Making
- 4.720 Business Strategy and Change Management
- 4.740 Accounting Framework (unless precluded)¹
- 4.751 Business Research and Analytics
- 4.783 Project Management

STAGE 2 - COMPULSORY SPECIALIST MODULES

Choose one of four available specialisations:

INTERNATIONAL BUSINESS

- Any five of:
- 4.703 World Economy and Money Markets
 - 4.708 International Business Law
 - 4.714 Global Enterprise and International Trade
 - 4.716 International Marketing
 - 4.782 International Supply Chain Management
 - 4.795 International Finance and Risk Management

FINANCE

- 4.703 World Economy and Money Markets
- 4.790 Corporate and Business Finance
- 4.792 Financial Statement Analysis
- 4.794 Valuations and Investment Decision Analysis
- 4.795 International Finance and Risk Management

MARKETING

- 4.714 Global Enterprise and International Trade
- 4.716 International Marketing
- 4.727 Services Marketing
- 4.750 Strategic Marketing
- 4.754 Product Development and Brand Management

OPERATIONS AND LOGISTICS

- 4.728 Operations Strategy and Technology
- 4.729 Quality Management
- 4.754 Product Development and Brand Management
- 4.782 International Supply Chain Management
- 4.787 Events Operations Management

STAGE 3 - ELECTIVE MODULES

- 4.703 World Economy and Money Markets
- 4.707 Human Resource Management
- 4.708 International Business Law
- 4.714 Global Enterprise and International Trade
- 4.716 International Marketing
- 4.718 Research Methods²
- 4.719 Advanced Management of Information Systems
- 4.724 E-Business
- 4.725 Entrepreneurship / New Ventures
- 4.727 Services Marketing
- 4.728 Operations Strategy and Technology
- 4.729 Quality Management
- 4.750 Strategic Marketing
- 4.754 Product Development and Brand Management
- 4.771 Managing in Highly Regulated Environments
- 4.772 Legal and Ethical Issues for Practising Professionals
- 4.773 Managing in Dynamic Socio-Economic Sectors
- 4.782 International Supply Chain Management
- 4.787 Events Operations Management
- 4.790 Corporate and Business Finance
- 4.792 Financial Statement Analysis
- 4.794 Valuations and Investment Decision Analysis
- 4.795 International Finance and Risk Management



PROF. RICHARD GOODALL

Director, Business Administration

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Download all the latest information on our BA programmes and an enrolment pack at:
www.AIS.ac.nz

Over
94%
student satisfaction

STAGE 4 - COMPULSORY MODULE

- 4.706 International Strategic Management

STAGE 5 - RESEARCH COMPONENT

A two-month Field Study (4.797) after completing 27 modules; or

A three-month Internship (4.798) consisting of 360 hours minimum, after completing 25 modules; or

A six-month Dissertation (4.799) after completing 20 modules

¹ Students entering the programme with no prior financial accounting background must take 4.740 Accounting Framework.

² MBA Dissertation pathway students must take 4.718 Research Methods.

AIS GRADUATES OF THIS PROGRAMME ARE NOW:

Logistic Coordinator - Mainfreight Limited
Loss Prevention Officer - The Warehouse Group

Credit Controller - Turners Group
Senior Consultant - IBM New Zealand

Import Operations - Carotrans
Managing Director - Harcourts, Flat Bush
Inventory Management Officer - Aotearoa Fisheries Ltd

Territory Manager, Business - 2 Degrees Network



ABOUT AUCKLAND INSTITUTE OF STUDIES



Category 1 is the highest accreditation the New Zealand government can give to an education provider which means you can be assured of the quality of programmes at AIS.

Established in 1990, AIS is one of New Zealand's largest independent degree-granting institutions offering a wide range of qualifications.

We are located in central Auckland and operate from two campuses – St Helens and Asquith. Our flexible three-semester system allows students to fast-track their studies and to get a head start on their careers. We provide assistance to students on all employment issues during and after their studies – this includes arranging interviews and internships with potential employers.

We ensure that a friendly nurturing environment balances and supports our rigorous and demanding academic programmes. Students at AIS experience expert personalised education – our knowledgeable and approachable teaching faculty value personal contact with students.

We give our students everything needed to succeed and ensure that studying at AIS is a uniquely rewarding experience.

What AIS offers:

- Great value
- Individual focus
- Employment assistance
- Internships
- Fast-track programmes
- Flexible entry dates
- Scholarships and excellence awards
- Cross-credits
- On-site accommodation
- Easy access to transport
- Ample on-site parking

QUALITY EDUCATION
SUPPORTIVE ENVIRONMENT
INDIVIDUAL FOCUS
REAL WORLD SUCCESS

Our Programmes

Postgraduate

- Master of Business Administration
- Postgraduate Diploma in Business Administration

Graduate

- Graduate Diploma in Business
- Graduate Diploma in Tourism Management
- Graduate Diploma in Hospitality Management
- Graduate Diploma in Information Technology

Undergraduate

- Bachelor of Business
- Bachelor of Hospitality Management
- Bachelor of Information Technology
- Bachelor of Tourism Management
- New Zealand Diploma in Hospitality Management (L5 & 6)
- New Zealand Diploma in Tourism and Travel (L5 & 6)

Certificates

- TESOL
- Food and Beverage Service (Café Services) (L3)
- Licence Controller Training (LCQ)
- Barista Skills
- Food Safety

English Language

- General English - Beginners to Advanced
- IELTS Preparation
- English for Academic Purposes I (EAPI)
- English for Academic Purposes II (EAPII)

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Qualification	NZQA Level	Duration	2018 Intakes	Entry Requirements	Docs Req	Work Options	Outcomes	Pathways	Immigration Benefits*	Fees (NZD)
POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION	Level 8	12 months	27 Jan 24 Mar 19 May	<ul style="list-style-type: none"> • IELTS 6.5 with no band lower than 6.0 / TOEFL IBT 79 (with a writing score of 21) / Pearson 58 / AIS TEP 56 with no band less than 13 (approved countries only) or equivalent • A degree, or equivalent professional qualification as approved by the Academic Board of AIS, and • at least two years relevant work experience as approved by the Academic Board of AIS or • hold a Bachelor of Commerce or Bachelor of Business degree (recognised by Academic Board as being at least equivalent to New Zealand pass standard) or other qualification approved by the Director of Business Administration and include the module 4.798 Internship. 	Application form + postgrad entry form + passport copy + graduation transcripts + employer letters + English test results + two referee forms	20hrs per week on student visa + full-time during semester breaks + 12 mths post-study work visa	Work opportunities in entry-level management positions	MBA	50 points + 10 bonus points (postgraduate) + spouse open work visa + subsidised school education for children of spouse Visa holder (not Student Visa holder)	International: \$21,800 Domestic: \$15,300
MASTER OF BUSINESS ADMINISTRATION (MBA)	Level 9	18 months	27 Jan 14 Jul 8 Sep 3 Nov				Work opportunities in entry- to middle-level management positions		70 points + 10 bonus points (postgraduate) + spouse open work visa + subsidised school education for children of spouse Visa holder (not Student Visa holder)	International: \$32,700 Domestic: \$22,950

*Subject to Immigration New Zealand policy.
 1. SPECIAL ADMISSION - Students who do not meet the entry criteria may apply for Special Admission and provide additional information on employment and life experience in support of their application.
 2. TEP - Students without IELTS, TOEFL, Cambridge, Pearson or other approved bridging programme may sit the AIS test of English Proficiency (TEP) to confirm their English level for entry to programmes (approved countries only).

This publication is subject to change without notice. For the latest version please see our website: www.ais.ac.nz