

Study while working

Bachelor of Arts (B.A.)

Business Administration



An initiative of:



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The part-time bachelor's degree in Business Administration provides you with general qualifications in all business fields. Whether small business, medium-sized company, or large corporation - any company needs economic all-rounders.

As a graduate of the Bachelor-programme in Business Administration, your overall economic understanding will make you a sought-after candidate for many profiles.

The objective of the degree is the transfer of expertise in business administration and economics and the application of scientific methods, both quantitative and qualitative. Basics in business psychology and the question of ethics in organisations complement the course. After graduation you can either continue your studies on a Master-level or work directly in the vast field that is the business world.

AT A GLANCE

Requirements:

- > University entrance qualification
- > Current employment or apprenticeship
- > Proof of English (at least level B2 CEFR)

Workload: 180 credit points (ECTS)

Duration: 7 semesters

Start of the course: Winter semester

Semester break: September and Christmas

Tuition fees: Enrolment fee: €800

Course fee: €14.490 (possibility to pay in 42 monthly instalments of €345)

Examination fee: €750 (payable at registration of final exams)

Schedule: Classes in the evenings and on Saturday

Further Information: Partial recognition of course modules and/or admission to undergraduate programmes can be requested in accordance with the VAE (validation des acquis de l'expérience, acknowledgement of prior learning).

Study overview*

1 ST SEMESTER	2 ND SEMESTER	3 RD SEMESTER	4 TH SEMESTER
Management Basics <ul style="list-style-type: none"> > Basics in business administration and economics > Law and entrepreneurship > Introduction to scientific methods 	Accounting & Cost Accounting <ul style="list-style-type: none"> > Cost and activity accounting > Double-entry accounting > Computerised accounting 	Supply Chain & Marketing <ul style="list-style-type: none"> > Supply Chain Management > Production > Basics Market research > Operative Marketing 	Strategic Management <ul style="list-style-type: none"> > International & global strategies > Instruments of strategic management
Human Resources <ul style="list-style-type: none"> > HR management > HR marketing > Personnel selection and development 	Microeconomics and new institutional economics <ul style="list-style-type: none"> > Consumer, Business and Trade theory > Pricing in markets > Commercial law 	Balances & Taxes <ul style="list-style-type: none"> > Main features IFRS > Tax theory > Balance sheet analysis 	Macroeconomics & Economic Policy <ul style="list-style-type: none"> > Market growth, labour market > Money, credit & inflation > Competition policy > International trade
Introduction to Mathematics <ul style="list-style-type: none"> > Financial mathematics > Linear algebra > Integral calculus 	Business & Private Law <ul style="list-style-type: none"> > International law > Purchasing law > Trade law 	Finance & Investment <ul style="list-style-type: none"> > Stakeholder & shareholder management > Finance and business planning > Business valuation 	Business Ethics <ul style="list-style-type: none"> > Moral, ethics & values > Philosophical basics > Ethics and economy
Competence & Self-Management <ul style="list-style-type: none"> > Professional success and qualifications > Personality > Skills > Self-management skills 	Scientific Work <ul style="list-style-type: none"> > Scheduling, self and time management > Research methods > Formal requirements 	Business Psychology <ul style="list-style-type: none"> > Finance psychology > Work psychology > Organisation psychology > Market psychology 	Scientific Methods – quantitative data analysis <ul style="list-style-type: none"> > Statistical software > Implementation of a quantitative and scientific analysis

* (subject to changes)

ABOUT

With your interdisciplinary know-how in business administration and management, you can, for example, work in these departments of a company:

- > General Management and Executive Functions
- > Human Resources: Participation in the strategic personnel selection and development strategies
- > Project management: Project planning and implementation
- > Controlling: Optimisation of performance measurement systems
- > Finance: Financial planning for individual corporate divisions

Upon successful completion of the course, you will be awarded with the degree **“Bachelor of Arts Business Administration”** by the FOM Hochschule fuer Oekonomie & Management. The FOM is system-accredited by the Foundation for International Business Administration Accreditation (FIBAA), therefore this study programme is also accredited.

Testimony

Philippe Braunshausen
Business Assistant
at Deloitte Audit Sàrl
2nd Semester BBA



“Studying at ISEC Luxembourg is the optimal solution for all full-time employees in the greater SaarLorLux region, who are looking for a further qualification in business administration. It offers students the opportunity to combine working and studying, yet the scope of studies and the extremely challenging contents are equivalent to full-time studies. Thanks to their vast experience in the private sector, in everyday professional life or as professors at other universities, the lecturers have a very high level of competence and convey their knowledge with great enthusiasm. What certainly distinguishes ISEC Luxembourg from other institutes in the area is that the degree is an internationally recognised bachelor’s degree, opening up a wide range of job opportunities for successful graduates.”

5 TH SEMESTER	6 TH SEMESTER	7 TH SEMESTER
Financial management <ul style="list-style-type: none"> > Share and stakeholder management > Private equity > Risk management 	Company organisation/ HR management <ul style="list-style-type: none"> > Management theories > Organizational design 	Turnaround Management <ul style="list-style-type: none"> > Crisis identification & prevention > Turnaround analysis
Marketing management <ul style="list-style-type: none"> > Marketing strategies > B2B marketing > Consumer behaviour 	Trend research & Innovation <ul style="list-style-type: none"> > Think tanks > Innovation management 	Bachelor thesis / oral examination
Operative Controlling <ul style="list-style-type: none"> > Standard costing > Cost management (Target Costing, Life Cycle Costing, etc.) 	Project management & IT Basics <ul style="list-style-type: none"> > Introduction to information systems > Software tools for project management 	
Elective You chose one of the following modules (depending on a minimum number of participants): <ul style="list-style-type: none"> > Business English > Conduct of negotiations 	Scientific Methods <ul style="list-style-type: none"> > Qualitative methods 	



The Institut Supérieur de l'Économie (ISEC) is an institution of higher education founded by the Luxembourg Chamber of Commerce (Chambre de Commerce) and the Chamber of Crafts (Chambre des Métiers), that is officially recognised by the Luxembourg Ministry of Higher Education and Research.

The ISEC offers Bachelor and Master courses designed for professionals in Luxembourg and the Greater Region who wish to develop themselves within their company and obtain a university degree validating specific skills. Thanks to its close ties to employer's associations and companies, the ISEC offers practice-oriented study programmes, aiming to fulfil the needs of the economy.

Benefiting from the experience and know-how of several partner universities, the courses provided by ISEC are currently centred around the students acquiring the fundamental knowledge in Business Administration and Management.

In order to offer our students internationally recognised academic degrees the ISEC has created a close cooperation network with several universities in different countries e.g. the FOM Hochschule für Oekonomie & Management.



CONTACT

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Offering professionals the chance to gain a state-recognized university degree without having to give up work or restrict their professional activity has been the objective of FOM University of Applied Sciences since its foundation in 1993.

With more than 57,000 students, the FOM is one of the leading private universities in Europe. It has been accredited by the German Council of Science and Humanities, Germany's most important advisory body for science policy. At the beginning of 2012, FOM was also the first private university in Germany to be system-accredited by the FIBAA (Foundation for International Business Administration Accreditation). This seal of approval from one of the world's most important higher education assessment agencies proves that FOM's quality management satisfies the highest international standards.

Experienced lecturers from the academic world and industry give lectures at 36 study centres throughout Germany. FOM University of Applied Sciences is headquartered in Essen. The university is consequently under the supervision of the Ministry of Innovation, Science and Research of the state of North Rhine-Westphalia. FOM is supported by the non-profit foundation BildungsCentrum der Wirtschaft.