



Subject	International Business
Qualification	Master of International Business
Standard period of study: (transferred in full-time-equivalent mode)	2 years (18 months)
Type of programme:	Further education
Higher education institution (HEI)	Polytechnic of Namibia 13 Storch Street Windhoek, Namibia <a href="http://www.polytechnic.edu.na/">http://www.polytechnic.edu.na/</a>
Faculty/Department	
Contact	
Telephone	+264-61-207-9111
Fax	+264-61-207-2444
E-mail	
Accredited by	FIBAA
Date of accreditation	18 <sup>th</sup> /19 <sup>th</sup> October 2007
Period of accreditation	18 <sup>th</sup> October 2007 until end of Summer semester 2012
Conditions imposed	None
Reviewers	<p>Prof. Dr. Thomas Heimer Dean, Frankfurt School of Finance and Management, Frankfurt a. Main, Germany, Professor of Corporate Culture and Human Resources Management</p> <p>Prof. Dr. Andreas Mockenhaupt Albstadt-Sigmaringen University, Albstadt-Sigmaringen, Germany Department 1 – Business Engineering, Professor of Innovation Management</p> <p>Tim Ackermann Senior Recruitment Consultant, Microsoft Deutschland GmbH, Unterschleissheim, Germany</p>
Profile of course	The Master of international Business programme of the Polytechnic of Namibia will provide the teaching strategies and contents to prepare future leaders in the areas of specialization, at the moment trade and logistics, trade related finance and entrepreneurship. Based on a generic basis of management know-how, the participants will focus on these particular segments of industry throughout the phases of the programme through lectures, presentations, assignments, projects, and theses. They will be actively prepared for and engaged in interdisciplinary problem solving and will have to take multiple views of stakeholders into account. At the end of the programme, they will be well prepared for a career in the private or public

trade, logistics or finance sector, in ministries or governmental organisation dealing with trade, financial policies or economic issues, or for effective leadership as an entrepreneur in establishing or growing a successful enterprise.

The programme requires two years of part-time study duration of 2400 notional hours (240 – Namibia Qualification Authority (NQA) –credits). 596 hours of the programme have to be spent at the Polytechnic of Namibia in Windhoek distributed over 11 weeks (Sundays and Saturdays included) spread over two years in eight ( 8) blocks.

The requirements for admission to the Master of International Business programme are as follows:

- i. A recognised 4-year Bachelor degree or its equivalent qualification or a recognised graduate degree with a research component;
- ii. At least two years of relevant full-time work experience;
- iii. Computer literacy and a proven proficiency in English language;
- iv. Be employed or self-employed during the programme; and
- v. Exceptions may be based on the recognition of prior learning and candidates must demonstrate that they possess the necessary learning abilities to succeed in the programme.

Apart from the admission requirements listed above, all the students admitted will be required to work through the text-book “Business Explained” prior to their first lectures. Mastering of the contents will be tested and the Polytechnic reserves the right in case of poor performance in the test to cancel or defer the admission.

The tuition fees for the Master of International Business Programme are as below:

- for namibien students: 65.000 N\$,
- for students from the SADC\*Region: 75.000 N\$,
- and for International Students coming from the rest of the world: 85.000 N\$

The MIB programme is currently served by a dedicated team of 32 local and visiting lecturers from 14 different countries (additional 5 to be assigned). 19 of these lecturers are full-time faculty member. This staff contingent provides a wide scope of experience and cultural diversity. All faculty members are also engaged in Polytechnic's undergraduate studies, so that their full utilisation in postgraduate programmes is not an issue. There are in total 180 faculty members at the Polytechnic from 22 different countries. Apart from guest lecturers (e.g. Introduction to SAP Business One from Managing Director of Logical) and visiting professors, all MIB faculty members are full-time staff.

A diverse range of teaching and learning methods is used on the programme, tailored to the specific modules. Students are encouraged to participate in class discussions, ask questions and express their ideas in assignments and feedback from assigned readings. The programme will therefore require the students to apply themselves and learn to use the library and internet resources effectively as well as read widely in their own

	<p>preparations for the lectures, assignments and presentations. Emphasis here is put on independent investigation and learning. Guest speakers will be invited to enhance the class room experience. Additionally, five days (1x4 hours, 4x8 hours = 36 hours) are reserved in phases 3 and 4 for excursions (visits to companies and government for presentations).</p> <p>The programme objectives and strategy are geared to ensuring internationality in teaching and research as well as graduate employability. A small proportion of the teaching community has international experience in professional and/or academic fields. International and intercultural content form one of the main components of the programme and that focus is consistently implemented in the curriculum. The programme makes regular use of international case studies and work on international projects in order to ensure internationality. The programme is delivered completely in English.</p>
<p>Summary of assessment by the agency</p>	<p>The Master-programme International Business of the Polytechnic of Namibia meets the FIBAA quality requirements for Master programmes and has been accredited by FIBAA. The accreditation procedure has verified that the programme has all of the quality elements required of a Master programme, including those specified in the European MBA Guidelines.</p> <p>The programme is a further-education Master programme. It complies with the "structural requirements" specified by Germany's Standing Conference of Ministers of Education and Cultural Affairs. It has a modular structure, has been assigned ECTS points, has a "particularly application-oriented" profile and leads to the academic degree of "Master of International Business". The degree is awarded by the higher education institution.</p> <p>The reviewers' assessment takes into account the self-assessment and the results of the site visit. Taking into consideration, in particular, the strategy and objectives, the design, resources and services plus the quality assurance, this programme meets the quality requirements.</p> <p>The reviewers feel that there is potential for development in the area of internationality, research activities, composition of lecturers and technical support.</p>

# QUALITY PROFILE



	Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	N.O. <sup>1</sup> N.A. <sup>2</sup> N.R. <sup>3</sup>
<b>1. Strategy and Objectives</b>					
1.1 Programme objectives			x		
1.1.1* Logic and transparency of programme objectives			x		
1.1.2 Rationale for qualification title			x		
1.1.3 Programme profile (Only relevant for Master programmes in Germany for which the German Accreditation Council's Quality Label is being sought)					n.r.
1.1.4* Competence goals			x		
1.2 Positioning of programme			x		
1.2.1 Positioning on education market		x			
1.2.2 Positioning on job market (employability of graduates)		x			
1.2.3 Positioning within HEI's overall strategy			x		
1.2.4 Positioning within HEI's academic strategy				x	n.e.
1.3 International orientation			x		
1.3.1 Internationality of programme design (* for MBAs and programmes explicitly intended to have an international character)			x		
1.3.2 Internationality of student community					n.v.
1.3.3 Internationality of teaching community			x		
1.3.4 Specific international and intercultural content		x			
1.3.5 Activities aimed at ensuring internationality			x		
1.3.6 Inclusion of foreign languages (* for MBAs and programmes explicitly intended to have an international character )			x		
1.4 Cooperation and partnerships			x		
1.4.1 Cooperation with HEIs and other academic institutions/networks					n.e.
1.4.2 Cooperation with enterprises and other organisations			x		
<b>2. Admission (Admission Requirements and Procedure)</b>					
2.1 Admission requirements			x		
2.2 Application documents			x		
2.3 Professional experience (* for Master programmes of the "further education" type)			x		
2.4 Admission test					n.e.
2.5 Language test (* for MBAs and programmes explicitly intended to have an international character or programmes partly conducted in a foreign language)			x		
2.6 Interview					n.e.
2.7* Logic and transparency of admission procedure			x		
2.8* Transparency of admission decision			x		

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	N.O. <sup>1</sup> N.A. <sup>2</sup> N.R. <sup>3</sup>
<b>3.</b>	<b>Programme Design</b>					
3.1	Structure			x		
3.1.1*	Use of module concept			x		
3.1.2*	Application of the "European Credit Transfer and Accumulation System (ECTS)"			x		
3.1.3	Specialisations ("compulsory electives" which students are required to choose from a range of elective subjects)			x		
3.1.4	Optional electives					n.e.
3.1.5	Integration of theoretical and practical content			x		
3.1.6*	Study and examination regulations			x		
3.1.7*	Transparency and description of modules			x		
3.2	Content			x		
3.2.1*	Logic, conceptual coherence and transparency of programme/curriculum			x		
3.2.2	Field-specific core subjects offered			x		
3.2.3	Field-specific specialisations offered ("compulsory electives")			x		
3.2.4	Field-specific optional electives offered					n.e.
3.2.5	Interdisciplinarity					n.e.
3.2.6	Development of knowledge and skills			x		
3.2.7	Teaching influenced by academic work and research				x	
3.2.8	Student learning assessments and examinations			x		
3.2.9	Thesis					n.o.
3.3	Generic skills			x		
3.3.1	Methodological competence and academic work			x		
3.3.2	Preparation for research-oriented tasks					n.r.
3.3.3	Gender mainstreaming and diversity			x		
3.3.4	Additional learning opportunities			x		
3.3.5	Social behaviour, ethical aspects and conduct			x		
3.3.6	Management concepts and applications			x		
3.3.7	Communication and public-speaking skills		x			
3.3.8	Teamwork and conflict-handling			x		
3.4	Teaching and learning methods			x		
3.4.1	Logic and transparency of teaching and learning methodology			x		
3.4.2	Diversity of methods (e.g. "blended learning")			x		
3.4.3	Projects in enterprises/organisations and case studies				x	
3.4.4	Teaching and learning materials			x		
3.4.5	Teaching input from research				x	n.e.
3.4.6	Guest lecturers			x		
3.4.7	Student assistants involved in teaching					n.e.
3.5*	Employability			x		

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	N.O. <sup>1</sup> N.A. <sup>2</sup> N.R. <sup>3</sup>
<b>4.</b>	<b>Resources and Services</b>					
4.1	Programme teaching staff			x		
4.1.1*	Structure and number of teaching staff in relation to curricular requirements			x		
4.1.2*	Teaching staff's academic qualifications			x		
4.1.3	Teaching staff's pedagogical qualifications			x		
4.1.4	Teaching staff's business experience			x		
4.1.5	Internal cooperation					n.o.
4.1.6	Provision of student support/coaching by teaching staff			x		
4.2	Programme management			x		
4.2.1	Programme directors		x			
4.2.2	Administrative support for students and teaching staff			x		
4.2.3	Advisory body (advisory board) and its structure and responsibilities			x		
4.3	Programme documentation			x		
4.3.1*	Programme descriptions			x		
4.3.2	Documentation of activities during academic year			x		
4.4	Facilities			x		
4.4.1	Quantity and quality of teaching rooms		x			
4.4.2	Availability of modern ICT in teaching rooms and at individual workstations			x		
4.4.3	IT support				x	
4.4.4	Reference library resources (literature, journals, etc.)				x	
4.4.5	On-line access to specialist literature				x	
4.4.6	Library opening hours and staffing			x		
4.4.7	Number of and technical equipment at library workstations for students		x			
4.5	Additional services			x		
4.5.1	Careers advice and placement service					n.r.
4.5.2	Alumni activities					n.o.
4.5.3	Refreshments/break rooms			x		
4.5.4	Student counselling and welfare services					n.o.
4.5.5	Financial support and scholarship schemes					n.e.
4.6	Financial planning and financing of programme			x		
4.6.1*	Logic and transparency of financial planning			x		
4.6.2	Basic funding			x		
4.6.3*	Financial stability of programme			x		

		Exceptional	Exceeds quality requirements	Meets quality requirements	Does not meet quality requirements	N.O. <sup>1</sup> N.A. <sup>2</sup> N.R. <sup>3</sup>
<b>5.</b>	<b>Quality Assurance</b>					
5.1	Process organisation and decision-making processes for programme management			x		
5.2	Quality assurance of programme content, processes and outcomes			x		
5.3	Inclusion of quality assurance for programme in HEI's overall quality assurance strategy			x		
5.4	Systematic, ongoing quality enhancement			x		
5.4.1	Evaluation by students			x		
5.4.2	Evaluation by teaching staff					n.e.
5.4.3	External evaluation by alumni, employers and third parties			x		