

University of Technology

School of Business Administration

Guidelines for Independent Study for SOBA Students

1. Independent study is a recognized alternative to regular module and should be equivalent in quality.
2. Independent study is used when it is not economically viable for class by normal delivery arrangement due to low student numbers.
3. Independent study **MUST NOT** be done in a semester when the module is being offered via normal delivery arrangement.
4. The student **MUST NOT** have done more than one other module by Independent Study as the student is permitted to do only two modules by independent study throughout their entire course of study.
5. The student **MUST** be in final year of the course of study and the module must not be available by normal delivery arrangement for the rest of the academic year.
6. The student **MUST NOT** have more than four modules outstanding to complete the course of study.
7. The student is **NOT** permitted to do more than two (2) additional modules by normal delivery in the same semester.
8. The student **MUST** only undertake one independent study per semester.

Steps for Independent Study Approval

1. Student approaches the lecturer for independent study and completes the forms (student must be currently registered)
2. Lecturer meets with student to work out a plan for submission to PD, HOS and Associate Dean for approval.
3. Independent Study Contract is logged by SOBA and submitted at the Office of Teaching and Learning for approval.
4. Module is put on the student's diet by Admissions Office.
5. Student pays for the module and completes registration.

Independent Study List

*Any module that has a lab component offered **shall not** offered via Independent Study.*

*Additionally, the following non- lab based modules **shall not be** undertaken by independent study:*

Administrative Information Systems Management (AISM)

- Administrative Seminar I and II
- Corporate Secretarial Practice- ADM4018
- Administrative Systems and Processes- ADM4019
- Professionalism in Organisation-ADM4005
- Management of Meetings and Events-ADM4003

Finance

- Financial Management FIN3001
- Corporate Finance FIN3003
- Financial Markets & Institutions FIN3017
- Financial Regulatory Environment FIN3018
- Corporate Risk Management BFS3002
- Finance Research Project FIN4990
- Finance & Banking Seminar 1 FIN4015
- Finance and Banking Seminar 2 FIN4020
- Lending BFS3001
- Insurance BFS3003
- Portfolio Theory and Investment Management FIN4004
- Quantitative Methods in Risk Management FIN3019

Accounting

Bsc. Accounting

- Financial Accounting 1 ACC2012
- Management Accounting 1 ACC2010
- Management Accounting 2 ACC2011
- Financial Accounting 2 ACC2013
- Audit and Assurance ACC4021
- Audit Information Systems ACC4022

- British Tax System TAX3004
- Selected Topics in Accounting & Finance ACC4019
- Accounting Issues Analysis ACC4018
- Performance Management for Accountants ACC3018
- Financial Reporting ACC3017

BBA Accounting

- Fundamentals of Accounting ACC0001,ACC1001, ACC1002, ACC1004
- Introduction to Financial Accounting ACC2001
- Introduction Management Accounting ACC2008
- Introduction to Costing ACC3002
- Intermediate Financial Accounting ACC3003
- Advanced Financial Accounting ACC4002
- Internal Auditing ACC4012
- Accounting Seminar 1 ACC4029
- Accounting Seminar 2 ACC4030
- External Auditing ACC4013
- Accounting Information Systems ACC4004

General Management

- Business Research Methods – RES3025
- Governance & Society – MAN3031
- Organizational Theory & Design – MAN3025
- Managing Service Organization – MAN3026
- Advanced Management Theory & Practice – MAN4037
- Strategic Management – MAN4001
- Business Ethics – HUM4001
- General Management Research h Project – MAN4990
- Public Management & Administration – MAN4038`
- Selected topics in Management – MAN3029
- International Management – MAN3006
- International Business – BUS3002

Law-

- Business Law-LAW2001
- Company Law- LAW3003
- International Law-LAW3008
- Hospitality Law- LAW3004
- Health Legislation

Marketing

- Global Marketing- MKT4011
- Selling Strategies & Practices- MKT2001
- Fundamentals of Marketing- MKT3005
- Customer Buying Behaviour- MKT4014
- Marketing Research- MKT4014
- Service Marketing- MKT3010
- Internet Marketing- MKT3007
- Marketing Communication- MKT3004
- Strategic Marketing Management- MKT4004

Economics

- Introduction to Microeconomics ECO1001
- Introduction to Macroeconomics ECO2001
- Introduction to Logic ECO1015
- Law, Governance & Political Society LAW2015
- Natural Resource & Environmental Economics ECO4011
- International Economics ECO4009
- Economic Policy & Evaluation ECO4012
- Econometrics 1 ECO4005
- Econometrics 2 ECO4008
- Intermediate Macroeconomics ECO3002
- Intermediate Microeconomics ECO3013
- Intermediate Microeconomics 2 ECO3019
- Agricultural Economics ECO4010

Production and Operations Management

- Decision Science MAN3020
- Advanced Operations Management
- Introduction to Productions and Operations Management
- Supply Chain Management
- Service Operations Management

- Project Management
- Operations Strategy
- POM Seminar I and II

Human Resource

- Management of employee wellness and occupational safety
MEWOS/HRM 4017
- Fundamentals of human resource management consulting
HRM4008
- Human resource management research project HRM4990
- Industrial Relations and Law- HRM3004

Independent Study Flow Chart

