

Part-time

Business Administration Programs



**MELBOURNE
BUSINESS
SCHOOL**

Part-time MBA

Our flexible Part-time MBA is designed for aspiring leaders who want to make a difference without putting their life on hold. Designed to fit around the demands of life and the office while giving you skills that can be applied immediately in the workplace, it's the ideal way to fast-track your career, or change its direction, without taking a break.

You can choose to start with a shorter commitment by studying a Professional Certificate, Graduate Certificate or Graduate Diploma – or jump straight into the MBA itself. If circumstances change while you're studying, you can vary your study load to match. It's the most flexible way to study an MBA, while learning new skills that can be applied immediately at work.

You will build the confidence and skills you need to tackle bigger challenges, develop the leadership skills to inspire and engage others, cope with uncertainty and transform how you see yourself and the world of business.

The program is delivered by our world-class faculty, giving you access to cutting edge research and practical insights gained from their consulting work with leading Australian and global organisations – the same organisations that come to us to hire our graduates and develop their own executive talent. Find out why our alumni community consistently say that joining the program was the crucial step they took in making their big career move.

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One really good thing about Melbourne Business School is the practical learn-and-apply nature of the program. In many instances, what I'm learning is directly applicable to a client engagement or internal managerial aspect of my role.

My most recent promotion has been a direct consequence of the knowledge I've gained from my MBA, which has given me the broader managerial skills required for such a role.

**PHOEBE
MCDONALD
(MBA GRADUATE)**

Business Manager –
Value Chain & Projects,
Incitec Pivot Fertilisers



Study Options

We offer a range of part-time business administration programs. You have the flexibility to start with a shorter commitment with the graduate diploma, graduate certificate or professional certificate and apply for further study at a later date. If you apply and are accepted directly into the Part-time MBA, you can still elect to exit the program and graduate with the award aligned with the milestone you successfully reached.

Complete all recommended core subjects to make up credit points.

✓ **218.7**
Credit Points

✓ **112.5**
Credit Points

✓ **50**
Credit Points

✓ **25**
Credit Points

24+ MONTHS

PART-TIME MBA

Complete the Part-time MBA to accelerate your career without taking a break, expand your network and develop new business leadership skills.

12+ MONTHS

GRADUATE DIPLOMA

Gain a complete business toolkit that will develop your understanding of how to deliver value across all areas of business.

9+ MONTHS

GRADUATE CERTIFICATE

Equip yourself with the essential personal skills and management tools for becoming a better business executive.


10+ WEEKS

PROFESSIONAL CERTIFICATE

Develop the essential foundation to becoming an effective business executive.



Subjects

CORE SUBJECTS 	Leadership	6.25
	Business Essentials	12.5
	Managerial Ethics and Business Environment	6.25
	Data Analysis	12.5
	Managing People	12.5
	Marketing	12.5
	Financial Accounting	12.5
	Managerial Economics	12.5
	Current Business Issues	12.5
	Finance	12.5
	Operations	12.5
	Business Strategy	12.5

ELECTIVE SUBJECTS** 	Brand Management	12.5
	Innovation	12.5
	Business Analytics	12.5
	Corporate Strategy	12.5
	Negotiation	12.5
	Implementation of Strategy	12.5
	Mergers & Acquisitions	12.5
	Organisational Change	12.5
	Managing Sustainability for Strategic Advantages	12.5
	FinTech	12.5
	Blockchain in The New Economy and Digital Product Management	12.5
	Business Strategy	12.5
	MBA Exchange Program	

**Available for MBA students only

For a comprehensive list of all elective subjects currently on offer, please see: <https://mbs.edu/degree-programs/mba-elective-subjects>

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The impact on my career by studying an MBA has been immense. The lens that I was looking through before was quite insular, and being exposed to an excellent network of seasoned professionals has allowed me to understand how different areas of organisations work and how they all come together.

The professional that I am today is completely different to the one who started the program three and a half years ago. Out of the many decisions I've made in my life, studying an MBA has been one of the best.



CARLOS MAHECHA
(MBA GRADUATE)

Product Owner, 7-Eleven
Australia

Exchange

The MBS Exchange Program puts a global experience at your fingertips. Our wide network of partner universities opens the door to over 50 schools from 25 countries around the world. Each host school has their own unique program, and your exchange can be as short as a week or as long as three months. For a full list of our exchange partner schools, please visit our website at mbs.edu/degree-programs/mba-exchange-program



50+

EXCHANGE
PARTNER SCHOOLS



25

COUNTRIES

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Going to London Business School was an amazing experience that completely changed my world view. Everything I learned was leading edge, featuring high-profile guest speakers and professors.

I had the freedom to select the subjects that worked for me and to see Europe at the same time. It's given me access to a network of like-minded people across the world.

If you're thinking about going on exchange, look at which exchange school will help you get where you want to go in your career. There's a school for everyone!



**LAUREN MORREY
(MBA GRADUATE)**

Exchange student to London
Business School
Executive Director -
Development, Breakthrough
Victoria

Career Support

Using the experience of our team of seasoned career professionals, our program has been established to support and develop your career management strategy at a pace that works for you.

Step 1: Acquire Skills and Knowledge

- Online self-paced career resources
- Career workshops and webinars
- Attend MBS and company events
- Student Clubs involvement

Step 2: Career Coaching

- Career clarity and strategy
- Resume and LinkedIn tailoring
- Job search strategy and applications
- Behavioural interview preparation

How to Apply

How do we select students?

We want to provide you with the educational experience that will support you in fulfilling your personal goals and ambitions. To achieve this, we take a holistic approach when assessing applications. Not only do we take your academic background into account, to assess how you are likely to perform in the classroom, we look for evidence of your ability to contribute to class learning as well as your leadership potential.

Closing dates

The table below shows terms and intakes.

We offer rolling admissions throughout the year. This allows you to submit your application at any time prior to the relevant intake closing date. We encourage you to apply early to avoid delay and disappointment.

TERM 1 (JANUARY)	Apply by early November
TERM 2 (APRIL)	Apply by early February
TERM 3 (JUNE)	Apply by early May
TERM 4 (SEPTEMBER)	Apply by early August

Investment

Fees are paid per subject, per term in advance. FEE-HELP is available for eligible Australian citizens and some permanent residents.

To learn more, please visit: mbs.edu/degree-programs/part-time-mba#investment

*For IELTS, you will need a minimum score of 7.0 overall, with no individual score less than 6.5.

For TOEFL iBT, you will need a minimum score of 102, with a written score minimum of 24 and no individual score lower than 21.

PTE Overall score minimum of 65, with writing skills of minimum 65 and no other communicative skill below 50

To apply, you should have:

- Two years' full-time work experience
- An undergraduate degree in any discipline or six years' work experience
- An excellent command of English (evidence may be required)

Apply online via our website at apply.mbs.edu. You will be asked to provide the following information:

- Responses to four questions that should be between 250 and 300 words in length. (Not required for Prof. Cert. or Grad. Cert.)
- The names and contact details of two professional referees. An email will be sent to these referees requesting feedback on your suitability for the program. (Important: MBA and Grad. Dip. applications only – not required for Prof. Cert. or Grad. Cert.)
- Electronic copies of:
 - Academic transcript(s) of all tertiary education, showing all subjects undertaken and results achieved.
 - CV.
 - Proof of citizenship (birth certificate, citizenship certificate or passport with visa).
- Please attach any relevant supporting documents that you believe will enhance your application.

Upon admission, certified copies of these documents will be required.

Meeting these requirements does not guarantee selection.

It is a university requirement that applicants provide evidence that they meet the published entry requirements. Uncertified documentation does not provide this evidence; however we accept uncertified documents for the purpose of selection, and reserve the right to request your original certified documentation at any time.

apply.mbs.edu



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Everyone had different opinions and ideas on the same issue because of their background. It's crucial to have that experience if you want to go into a global business, where you're going to meet a lot of different people and opinions.

There are a lot of sensitivities when working with people from different cultures, and MBS teaches you how to work as a team to achieve a common objective. But you also learn to be transparent about your ideas and what you think of other ideas.



**SANJEEV
SELVARAJAH
(MBA GRADUATE)**

Financial Controller, Intel
Corporation

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**AMI BATEMAN
(MBA GRADUATE)**

Co-Founder, Pleasant State

I think the Melbourne Business School network is quite critical to our success. It has provided me with very strong networks and people that I can reach out to at any time to help me with specific issues. They are always willing and able to do that, and you can't put a price on those kinds of networks.

CAMPUS LOCATIONS:

HEAD OFFICE

CARLTON

200 Leicester Street
Carlton VIC 3053
Australia

T: +61 3 9349 8200

E: mba@mbs.edu

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