

Higher Diploma in Business Administration

Here you'll find support for teaching and studying Higher Diploma in Business. Available at Levels 4 and 5, these specialist vocational qualifications teach learners the key concepts and practical skills for direct progression to, or within, employment.

Units offered include the business environment, managing financial resources and decisions, organisations and behaviour, marketing principles, business strategy and business decision making. The Higher Diploma in Business Studies is a 2-year full-time Business Studies course designed to give you a sound educational background for a range of careers by gaining an internationally- recognised qualification. If you complete the Higher diploma programme successfully, you can either enter the world of work or study for a further two years at the University towards an Honours Degree in the field of business. This Business Studies course is ideal preparation for a range of careers in industry, business, the public sector and management.

Admission Requirements:

In addition to the general university requirements, the following regulations shall apply to the admission of students into the department.

Direct Entry Requirement

- i) Two 'A' Level passes in Economics or Accounting and an additional subsidiary subject. Candidates are expected to possess five credits at SSCE/GCE 'o' level and 'A' level must be attained at not more than two sittings or
- ii) A National Diploma Certificate from approved universities or colleges of technology or Polytechnics with a grade not lower than merit. In addition, the applicant must possess five credits at SSCE/GCE 'O' level or its equivalent in subjects which include English language, Mathematics, and Economics Or
- iii) Any credential approved by the senate of the University.

The students who meet the above criteria of admission are required to submit their application along with a set of document copies listed below.

- A completed Application Form.
- Personal essay explaining his reasons for chosen to study at the Universty.
- Official transcripts from all colleges attended
- Two Letters of Recommendation.
- On page brief resume;



UNIVERSITY OF
RESEARCH AND
ADVANCED STUDIES
GEORGETOWN, GUYANA



www.uorguyana.org



info@uorguyana.org



64 Atlantic Ville,
East Coast Demerara,
Guyana, South America

- Two passport size color photos (2”X2”)
- TOFEL scores, if applicable (For student whose primary language is not English.)
- Nonrefundable application fee US \$100.00

Day-to-day operations of the Admission Department are handled by the Director of Admission of the University. The final approval of admissions is handled by the Admission Committee.