

# FREQUENTLY ASKED QUESTIONS

## About the Hybrid/Online



Cardiff  
Metropolitan  
University

# Cardiff Metropolitan University MBA Programme at MUBS

## 1. How Long is the Programme Duration?

### Full-time Study Mode

Students can finish within one year (4 semesters). First 2 or 3 semesters include 7 courses (known as “modules” in the British system), and the remaining semester includes the final project that students can submit at any time upon completion.

### Part-time Study Mode

This is a more flexible option; students can have a flexible schedule of 2 courses (modules) per semester, and they can finish their studies within 2-5 years of study based on their preference.

## 2. What is the Final Project and how much time is required to submit it?

The Final Project is the final course/module that students present after they finish their programme courses (modules). It could be a Dissertation or a Business Plan project. Students sit for an orientation session before they start their Final Project. After they decide on their topic, they share it with the Academic Director who assigns them a faculty supervisor. Students have up to two semesters to submit their Final Projects, but they can request an extension if they need it (which is easily granted from the Academic Director and the Cardiff Met Board).

## 3. How are the Programme Payments Divided?

### Programme fees:

- ▶ Total Tuition Fee: \$8,000
- ▶ British file fees: £200 British Pounds (paid once every year).
- ▶ Application and technology fees: \$75 (paid once only)

### When they register, the students should pay:

- ▶ The Registration Fees (British File Fee [£200] & App & Tech Fee [\$75])
- ▶ \$500 as a first payment of the Tuition Fee.



## 4. What about attendance?

It is very convenient. Classes are offered online, with the faculty member offering each class in the afternoon to accommodate the working schedules of students. In case a class is missed, the student can check the class recording and follow up on Moodle. Each class also requires 12 hours of face-to-face attendance per course (module) in the country of the student (the instructor will travel to the country of the student to offer the 12 hours of face-to-face study sessions).

The face-to-face sessions are offered during one or two weekends per semester, to make it easy for the students to meet their instructors.

## 5. Can I attend the Graduation Ceremony in Cardiff if I want to?

Yes, students can attend the Graduation Ceremony at Cardiff Met in Wales just like their classmates who attend all their classes in Wales on campus. They will receive a VISA letter to help them with attaining the UK VISA.

## 6. Application with no previous Bachelors degree?

Students who did not attend their Bachelor degree studies and thus do not have a Bachelor or other undergraduate university certificate might be accepted based on their work experience. In this case their application will be sent to Cardiff Metropolitan University in Wales, and if it is approved, they can register in the MBA Programme.

## 7. How are the Programme Payments Divided?

▶ Cardiff Met Application Form + UMS application form on the link below:  
<https://balums.mubs.edu.lb/application/applicant/index.php>

- ▶ University Bachelor's degree + transcript
- ▶ Two Letters of Professional Recommendation
- ▶ Curriculum Vitae or Resume
- ▶ Statement of Purpose/Personal Statement (SOP):

*This is your opportunity to tell the University more about your previous qualification/experience and why you wish to study the programme with Cardiff Metropolitan University. When writing your SOP, explain the reasons for wanting to study the subject, mentioning how your skills/experience/knowledge meet the entry criteria. How the course will help your career or long-term personal development plans. What other experiences you hold outside of the classroom setting (e.g. voluntary work / hobbies or special interests).*

- ▶ Copy of the Passport or a certified translated copy of the National ID card.
- ▶ Three (3) recent passport size photos.
- ▶ If available: English Language Proficiency Test: the equivalence of an external English Test (IELTS, Pearsons or the Cambridge Advanced English CAE). If this test is not available, the student can sit for our own English Entrance exam.

\*\* Exceptions to the English Language requirements are:

- ▶ If you are a national of a majority English-speaking country
- ▶ Have previously completed an academic qualification equivalent to a UK degree which was taught in a majority English-speaking country which you are not a national.
  
- ▶ Have received your Bachelor's degree from a university with an English curriculum (e.g.: AUB, LAU, BAU, MUBS, Balamand, American University of Sharjah, American University of Cairo, British Egyptian University, German Jordanian University, etc.).

## 8. Can a student get a double-major degree? i.e., MBA in HRM and PM

No, students can only get one major certificate, but they can transfer to another major at any time of the study period if they wish to do so.