



IF YOU ARE LOOKING FOR:

- A Master's degree in business with world-class credentials
- Global faculty with latest knowledge in leadership and management
- The best set of PhD-qualified Lecturers in any business school in Ghana
- A strong link between classroom learning and the practice of global business
- To raise your management and leadership skills to the highest global standard

Then GIMPA is your perfect match.

**GIMPA – GHANA'S ENTREPRENEURIAL UNIVERSITY
QUALITY • INNOVATIVENESS • CONNECTEDNESS**



POSTGRADUATE CERTIFICATE / DIPLOMA IN BUSINESS ADMINISTRATION

The GIMPA Business School offers postgraduate programmes that prepare students for business practice and for entry into advanced academic programmes in business. The two most popular of these programmes are the Postgraduate Certificate in Business Administration and the Postgraduate Diploma in Business Administration.

POST GRADUATE CERTIFICATE IN BUSINESS ADMINISTRATION (CBA)

The postgraduate Certificate in Business Administration (CBA) programme provides an introduction to management principles to those without formal education in business. The focus is on exposing students to basic business functions and concepts. This enables students to understand the context within which they work in order to make them more effective. The programme also prepares them for further graduate study in business.

PROGRAMME CONTENT

- **GCBA 606:** Financial Accounting (3 credits)
- **GCBA 607:** Fundamentals of Organizational Behaviour and HRM (3 credits)
- **GCBA 608:** Introduction to Business (6 credits)
- **GCBA 609:** Principles of Economics (3 credits)

ADMISSION REQUIREMENTS FOR CBA

To be admitted to the programme, a candidate must have obtained a bachelor's degree from an approved/recognized university in a non-business discipline.

POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION (DBA)

The diploma programme moves beyond the basic concepts introduced in the Certificate in Business Administration to focus on core business functions. The goal is to give students a deeper understanding of key business functions within a firm. Students are encouraged to explore these functional areas in preparation for a more advanced career positions.

PROGRAMME CONTENT

- **GDBA 605:** Managerial Economics (3 credits)
- **GDBA 606:** Management Accounting (3 credits)
- **GDBA 607:** Fundamentals of Operations Management (3 credits)
- **GDBA 608:** Business Finance (3 credits)
- **GDBA 609:** Marketing Management (3 credits)

ADMISSION REQUIREMENTS FOR DBA

Applicants to the Postgraduate Diploma must have obtained the Postgraduate Certificate in Business Administration from GIMPA or a Bachelor's degree in business (or their equivalent as certified by GIMPA). Candidates with the final qualifications of professional bodies in business-related areas (e.g. ACCA, ICA, ICSA, CIPS, ICMA) may also apply.

PROGRAMME STRUCTURE

The CBA and DBA are semester-long programmes that are examinable at the end of the semester. Students take courses on a daily basis, doing assignments and other learning activities throughout.

HOW TO APPLY:

Interested candidates may download the application form from our website, **www.gimpa.edu.gh**. The completed application form with original transcripts and certified copies of certificates should be submitted to one of our campuses. The completed application form must also be accompanied by proof of payment of the application processing fee of GHC 200.00 [US\$150 for foreign students]. Application processing fee should be made to **ECOBANK** (Account Number: 0380014426245701) or **UNIBANK** (Account number: 0510110559613). The account name is **GIMPA**.

Completed forms may be submitted to the relevant campus:

MAIN CAMPUS, ACCRA

Graduate Division
GIMPA Business School
P. O. Box AH 50, Achimota.
Tel: (0302) 412826 or 401681-3 Ext 2126/2128
Email: gradsch@gimpa.edu.gh

TAKORADI

Government Secretarial School
Tel: 050 602 4161 or (0302) 401681-3 Ext. 2126/2128
Email: tdi@gimpa.edu.gh

KUMASI

GIMPA Kumasi Campus Office,
Roman Catholic Basilica,
Roman Hill, Kumasi.
Tel: 050 602 4160 or (0303) 401681-3 Ext. 2126/2128
Email: ksi@gimpa.edu.gh