

Regulations for the degree programme Master of Science HES-SO in Business Administration

Version of 16 February 2021

The Rector's Office of the University of Applied Sciences and Arts Western Switzerland (HES-SO),

having regard to the Intercantonal Convention on the HES-SO, of 26 May 2011,

having regard to the [Regulations relating to first-cycle and second-cycle degrees \(Bachelor's and Master's\) at the HES-SO, of 2 June 2020](#),

having regard to the HES-SO Master's admission regulations, of 11 December 2014,

determines:

I. General provisions

Sphere of application	<p>Art. 1 ¹These regulations define the prescriptive provisions relating to the Master of Science HES-SO in Business Administration (hereinafter referred to as MSc BA).</p> <p>²They are applicable to candidates for the MSc BA and to students registered at the HES-SO for the MSc BA.</p>
Programme provision / Objectives of the MSc BA	<p>Art. 2 ¹The objective of the MSc BA is to provide a practice-oriented education in management based on scientific and methodological foundations.</p> <p>²On completion of the programme, students will have acquired:</p> <ul style="list-style-type: none"> a) business-related problem-solving skills and methods; b) scientific, analytical and research skills; c) social skills; d) managerial skills with the ability to reflect and act, fundamentally oriented towards business strategies and towards national and international development dynamics.
Mode and duration of studies	<p>Art. 3 ¹The programme comprises 90 ECTS credits.</p> <p>²It is offered on a part-time basis.</p> <p>³The maximum duration of study is 6 semesters. In specific cases, the President of the MSc BA Council may as an exception grant an extension to the maximum duration.</p> <p>⁴In the specific cases referred to in paragraph 2, the request, with supporting evidence, must be submitted before the start of the semester.</p>
Languages of teaching	<p>Art. 4 ¹The course is taught in French, English and German.</p> <p>²The languages used in the various modules are specified in the module descriptions.</p>

II. Admission

Admission Committee	<p>Art. 5 ¹The MSc BA Admission Committee ensures the consistent application of the admission regulations and procedures.</p> <p>²It is made up of the Head of the degree programme and the Heads of the majors. It is chaired by the Head of the degree programme.</p> <p>³It rules on admission by portfolio and foreign qualifications.</p> <p>⁴If the candidate is deemed suitable for admission, they may be required to complete:</p> <ul style="list-style-type: none">a) a supplementary programme before the MSc BA programme, to acquire up to 30 ECTS credits, and/orb) a prerequisite or corequisite related to professional practice if the candidate's professional experience is deemed to be insufficient, and/orc) a language prerequisite or corequisite. <p>⁵The Admission Committee meets at least once a year.</p>
Ordinary admission	<p>Art. 6 ¹Students who hold a UAS Bachelor's degree or UAS diploma awarded by a degree programme of the Faculty of Business and Services of a Swiss University of Applied Sciences are admissible.</p> <p>² Holders of a Bachelor's degree awarded by a Swiss university in the field of business and management are admissible if they can demonstrate a minimum of one year of professional experience in the field of business and services.</p>
Admission by portfolio	<p>Art. 7 The following candidates are subject to a procedure of admission by portfolio:</p> <ul style="list-style-type: none">a) students with Swiss UAS or university qualifications that are outside the field of business and services;b) candidates who have definitively failed to complete a Master's degree programme in a relevant subject at a UAS or university, within a period of 2 years from exmatriculation.
Admission with foreign qualifications	<p>Art. 8 Holders of foreign qualifications are admissible to the MSc BA degree programme if their prior education is deemed comparable to that of a Swiss Bachelor's degree awarded in the field of business and management and if they can demonstrate a minimum of one year of professional experience in the field of business and services.</p>
Languages	<p>Art. 9 Candidates must provide evidence of Level B1 linguistic skills in the language in which the major is taught, in accordance with the Common European Framework of Reference for Languages (CEFR), if:</p> <ul style="list-style-type: none">a) their prior education did not take place in Switzerland andb) their prior education was not delivered in the language in which the major is taught.

Obtaining
equivalences

Art. 10 ¹A student admitted to the MSc BA who has previously been awarded a recognised Master’s level university qualification in a field of study related to the MSc BA degree programme, or who holds an equivalent university degree obtained in a different field of study, may be entitled to equivalence.

²Applications for equivalences must be submitted before the start of the course.

III. Organisation of the degree programme

Organising principles

Art. 11 The course is structured around the skills profile defined in the framework study plan for the degree programme.

Organisation
of studies

Art. 12 The framework study plan comprises a core curriculum (equivalent to 27 ECTS credits) and a major (equivalent to 63 ECTS credits).

IV. Evaluation, graduation and certification

Validation of the
modules

Art. 13 ¹Students are registered for all available modules in the course programme, with the exception of the elective modules of the core curriculum, for which they must register.

²Each module is subject to a minimum of one evaluation.

³The conditions of award of ECTS credits are stated in the module description.

⁴Credits are awarded or withheld en bloc for each module.

⁵Each module is graded on a scale of numerical grades graduated by tenths of one point, ranging from 1.0 to 6.0, with 4.0 being the minimum grade to pass the module.

⁶Any student who does not obtain the credits allocated to a module must repeat it as soon as possible under the conditions stated in the module description, subject to the sole exception stipulated in paragraph 7.

⁷Following an initial failure of an elective module of the core curriculum, the student has the option to register for another elective module of the core curriculum, on only one occasion during the degree programme.

⁸Any withdrawal shall be considered a failure of the module.

Qualification awarded

Art. 14 ¹Students who have obtained the 90 ECTS credits required by the framework study plan in the allotted time will be awarded the degree “Master of Science HES-SO in Business Administration”.

²The diploma is signed by the Rector of the HES-SO and by the Dean of the Faculty.

V. Exclusion

Exclusion from the degree programme

Art. 15 ¹Students will be definitively excluded from the degree programme if they:

- a) have not been awarded the ECTS credits required to obtain the Master's qualification within the allotted time, and/or
- b) have definitively failed one or more of the modules, and/or
- c) are subject to disciplinary proceedings of exclusion.

²The decision to exclude a student from the degree programme is communicated in writing to the student by the Head of the degree programme.

VI. Final provisions

Repeal and applicable date

Art. 16 ¹These regulations supersede the regulations for the Master of Science HES-SO in Business Administration, of 15 July 2014.

²They come into force on 14 September 2020.

These regulations were adopted by decision 2020/18/60 of the Rector's Office of the HES-SO at the meeting of 2 June 2020.

These regulations were modified by decision 2021/06/28 of the Rector's Office of the HES-SO at the meeting of 16 February 2021. The partial revision comes into force retroactively on 1 January 2021.