This is a unitary qualification. These regulations should not be read in isolation. It is important that you read them in conjunction with the Academic Regulations (Taught Courses).

PC–BA 1 QUALIFICATION NAME

PC–BA 1.1 The University offers the Postgraduate Certificate in Business Administration. Holders of this qualification are permitted to use the letters PG Cert Bus Admin (Open) after their names.

PC–BA 1.2 If you are awarded a distinction in the 60-credit compulsory module, you will be eligible for the award of the postgraduate certificate with distinction.

PC–BA 1.3 If you are awarded a merit in the 60-credit compulsory module, you will be eligible for the award of the postgraduate certificate with merit.

PC–BA 2 REGISTRATION

PC–BA 2.1 To register as a student, you must adhere to registration regulations in the Academic Regulations (Taught Courses) and show evidence of suitable preparation for postgraduate study. The minimum entry requirement is an honours degree conferred by a UK university or other recognised degree-awarding body.

PC–BA 2.2 To be awarded the postgraduate certificate, you must declare it as an intended qualification and ensure that your credit is linked to it.

PC–BA 3 CREDIT REQUIREMENT

PC–BA 3.1 To be awarded the qualification you must obtain 60 credits through the successful completion of the compulsory module.

PC–BA 3.2 The credit for this qualification must include from Open University modules a minimum amount of credit that meets the University’s unique study regulations, that minimum amount is 20 credits.

PC–BA 4 CREDIT TRANSFER

PC–BA 4.1 There is no credit transfer scheme for the certificate.

PC–BA 5 DURATION OF STUDY

PC–BA 5.1 If you qualify for this postgraduate certificate on or after 1 August 2007, the credit required from modules or any permitted credit transfer for the Postgraduate Certificate in Business Administration must be obtained during a period not exceeding four years. Modules do not need to be studied consecutively.

PC–BA 5.2 If you qualify for this postgraduate certificate on or before 31 July 2007, the four-year time limit does not apply. Modules do not need to be studied consecutively.

PC–BA 5.3 Credit from particular modules may cease to be countable towards the Postgraduate Certificate in Business Administration at a specified point in time after their final presentation.