POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION

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

PD–BA 1 QUALIFICATION NAME

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

PD–BA 1.2 If you obtain a distinction grade in the Stage I compulsory module specified in regulation PD–BA 3.2 and a distinction grade or a merit grade in the 45 credit compulsory assessment component specified in regulation PD–BA 3.3 (b), you will be eligible for the award of the postgraduate diploma with distinction.

PD–BA 1.3 If you obtain a merit grade in the Stage I compulsory module specified in regulation PD–BA 3.2 and a distinction grade or a merit grade in the 45 credit compulsory assessment component specified in regulation PD–BA 3.3 (b), you will be eligible for the award of the postgraduate diploma with merit.

PD–BA 1.4 If you obtain a distinction grade in the Stage I compulsory module specified in regulation PD–BA 3.2 and a distinction grade or a merit grade in either the 30 credit compulsory module specified in regulation PD–BA 3.3 (d) or in the 15 credit compulsory module specified in regulation PD–BA 3.3 (e), you will be eligible for the award of the postgraduate diploma with distinction.

PD–BA 1.5 If you obtain a merit grade in the Stage I compulsory module specified in regulation PD–BA 3.2 and a distinction grade or a merit grade in either the 30 credit compulsory module specified in regulation PD–BA 3.3 (d) or in the 15 credit compulsory module specified in regulation PD–BA 3.3 (e), you will be eligible for the award of the postgraduate diploma with merit.

PD–BA 2 REGISTRATION

PD–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, a qualification regarded by the University as being equivalent to an honours degree or the Open University Professional Certificate in Management.

PD–BA 2.2 You must have at least three years managerial, professional or technical experience by the start date of your first module.

PD–BA 2.3 To be awarded the postgraduate diploma, you must declare it as an intended qualification and ensure that your credit is linked to it.

PD–BA 3 CREDIT REQUIREMENT

PD–BA 3.1 To be awarded the Postgraduate Diploma in Business Administration you must obtain 120 credits by successful completion of modules in the diploma profile and satisfy the other requirements and regulations.
PD–BA 3.2 Stage I of the postgraduate diploma requires 60 credits from a specified compulsory module. Stage I must be satisfactorily completed before commencing Stage II.

PD–BA 3.3 Stage II of the postgraduate diploma requires:

either

(a) 450 hours of study on two compulsory modules on which you will be assessed during your studies
(b) 45 credits from a specified compulsory assessment component
(c) 15 credits from specified option modules

or

(d) 30 credits from a specified compulsory module
(e) 15 credits from a further specified compulsory module
(f) 15 credits from specified option modules

PD–BA 3.4 The Senate may permit you to qualify for the postgraduate diploma if you have obtained 120 credits, of which:

(a) not less than 105 are from Open University modules
(b) not more than 15 are transferred credits.

PD–BA 3.5 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 40 credits.

PD–BA 4 CREDIT TRANSFER

PD–BA 4.1 The credit transfer scheme for the Postgraduate Diploma in Business Administration is governed by the Academic Regulations (Taught Courses).

PD–BA 4.2 Any award of transferred credit towards the specified option modules in Stage II given in regulation PD–BA 3.3 (c) or (f) will take the form of module exemption or general credit exemption.

PD–BA 4.3 No credit transfer is permitted against the Stage I module or any of the other Stage II requirements.

PD–BA 4.4 The maximum award of transferred credit allowed towards the postgraduate diploma is 15 credits.

PD–BA 5 PROGRESS TOWARDS THE QUALIFICATION

PD–BA 5.1 The credit required from modules or any permitted credit transfer and, where applicable the hours of study, for the Postgraduate Diploma in Business Administration, must be obtained during a period not exceeding five years. Stage I must be successfully completed before commencing Stage II.

PD–BA 5.2 Credit from particular modules may cease to be countable towards the Postgraduate Diploma in Business Administration at a specified point in time after their final presentation.