Master of Science Programs in Management online

Master of Science in ...
Banking and Financial Services Management
Business Continuity, Security & Risk Management
Insurance Management
International Marketing Management
Project Management

Graduate Certificate in ...
Financial Markets and Institutions
International Marketing
Project Management
Risk Management and Organizational Continuity
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Boston University, founded in 1839, is the fourth-largest independent university in the United States with two primary campuses in the heart of Boston and programs around the world. Through the 18 schools and colleges, Boston University offers a total of more than 250-degree programs and enrolls more than 32,000 students. Boston University is one of the nation’s leading research-based universities. Our award-winning faculty and alumni include:

- 6 Nobel Prize Winners
- 44 Guggenheim Fellows
- 22 Fulbright Scholars
- 6 Rhodes Scholars
- 2 MacArthur Award Winners

Boston University currently employs more than 4,000 faculty members and has been the chosen education provider for several key political and social figures. It is with pride that we count Martin Luther King, Jr. among our alumni. Other notable alumni include the first woman to earn a PhD, the first woman admitted to the bar in Massachusetts, the first Native American to graduate with a doctorate in medicine, and the first African-American psychiatrist in the United States.

Boston University is accredited by the New England Association of Schools and Colleges.

Achievements

Boston University was ranked in the world’s top 50 universities by Times Higher Education in 2007 and 2008. In 2009, U.S. News & World Report ranked Boston University as one of America’s Best Graduate Schools and The Financial Times ranked BU among the top 30 schools nationally and the top 60 schools internationally.

The City of Boston

Boston is rich in history, old-world charm, and modern vitality. Home to more than 60 colleges and universities, it is an intellectual and cultural center diverse in its people and stimulating in its opportunities, yet relaxed and accessible. Boston has a thriving business and financial community with a leading role in research, innovation, and technology.
Dear Prospective Students,

For more than four decades, Metropolitan College (MET) has stood for access, excellence, and innovation. Over twenty thousand MET alumni worldwide have had their lives transformed by their educational experience here - and now is your opportunity to join our next generation of graduates. I invite you to take a course or enroll in a degree program that will not only stretch your mind but improve your life. In our knowledge economy, what you know, how well you think, and how clearly you communicate will determine just how far you will go. The knowledge and academic credentials one has are the best protection against economic uncertainty.

Metropolitan College is here for those who choose to return to school at pivotal points in their lives. Our students expect their education to be relevant to their needs and to make a difference in their futures. Metropolitan College is, to borrow a phrase from literature, the stuff that dreams are made of.

We are prepared to be your partner on this journey as you realize your potential both personally and professionally. MET’s thirty-five full-time faculty and hundreds of practitioner faculty are committed to developing and teaching courses that are cutting-edge, engaging, and rigorous. A dynamic university-within-a-university, MET offers over seven hundred courses each year to more than four thousand students locally, nationally, and internationally. While you are here, you’ll meet a wide range of fellow students - of varying ages and from various cultural and professional backgrounds - who will help contribute to your educational experience. Learning is a commitment and graduation a major achievement. Higher education is not a spectator sport - your active engagement and drive to succeed will determine the quality of the learning experience for you and your fellow students.

I invite you to learn more about our programs, faculty, and university - and earn your degree from Boston University. I invite you to choose to make a difference in your life, by choosing MET.

To your future,

Jay A. Halfond, PhD
Dean, Metropolitan College and Extended Education
Boston University
The Administrative Sciences Department’s large full-time faculty reflects the values, quality, and prestige you would expect of Boston University. Coming from seven nations, they have been selected for their outstanding academic credentials, excellent teaching ability, highly recognized publishing records, and strong prior corporate backgrounds. Our students have come from over thirty countries, bringing diverse backgrounds and global experiences that enhance the multicultural environment of our Boston campus and online classes.

The Department has exciting academic program relationships with academic partners in the different geographic regions of the world. Through these international partnerships we are able to offer students unique opportunities to attend value-added online classes with students from Europe, the Middle East, Latin America, and Asia. For those who have the time, our partnerships additionally provide the option to attend concentrated classes in different nations with corporation visits and academic lectures. These international partners provide our students with the chance to develop international networks with professionals from the world’s major academic institutions and global companies.

I invite you to get to know our quality programs and impressive faculty and to become part of the international Administrative Sciences experience.

Sincerely,

Kip Becker, PhD
Chair of Administrative Sciences
Boston University Metropolitan College
Earn your graduate degree in management from one of the world’s top 60 universities. 

BU’s online graduate programs in management are revolutionizing business. Boston University is dedicated to providing the best quality education to adult learners. You can build your expertise in a specific sector of the marketplace and accelerate your career with leading-edge programs that have all the strengths of a traditional MBA coupled with the convenience and flexibility of a fully online degree.

Become an Expert in Your Field

Gain a solid foundation in business principles such as finance, operations, budgeting, international commerce, marketing, and project management. Become a highly skilled business manager who is uniquely prepared to address industry-specific challenges.

The BU Advantage

BU is a world-class university that takes education seriously. In the online classroom, you will be taught by full-time BU faculty with years of teaching experience, solid scholarly research, and real-world experience. Throughout the program, you will interact and network with a diverse community of students, professionals, and faculty who share a commitment to the highest standard of education. In addition, you will have access to a wide array of online resources such as live technical support, student services, BU bookstore, research library, your own BU e-mail account, and much more.

Advance Your Career with a Graduate Program in Management

Choose from any one of five master’s degrees, graduate certificates, or a combination of both. Our master’s degrees include:

- Banking and Financial Services Management
- Business Continuity, Security & Risk Management
- Insurance Management
- International Marketing Management
- Project Management

Our graduate certificates include:

- Financial Markets and Institutions
- International Marketing
- Project Management
- Risk Management and Organizational Continuity

No Residency Required

All graduate management programs are 100 percent online. You are never required to attend a class on-campus. You may want to travel to BU for your graduation ceremony, but that is entirely up to you.
“Though I was sure about the quality of Boston University, I was not sure about what to expect from an online program both academically and personally. I would not have imagined that the academic leadership of my college and university would have only been a phone call away. However, I received the same level of support and courtesy as I would have expected from an on-campus experience. Whether it is a personal challenge, support with a paper, or general academic advice, I am glad to be a part of the Boston University network and look forward to making contributions as a graduate.

As a student, there is no question that I have gained an “intellectual fire power” that I will be able to capitalize on professionally. The thing that I can appreciate beyond the academics is knowing that an online student is invited to truly be a part of the BU community without having to step foot on-campus.”

- Megan Rebeiro, Student, Master of Science in Project Management

Course Waivers Available and No Standardized Exams

As a working professional, you have acquired credentials and real-world knowledge to help advance your career. You may be eligible for course waivers for the graduate management programs. Please consult the specific degree web pages for waiver information. Please note that entrance exams (e.g. GMAT and GRE) are not required.

A Strong, Global Community

As a BU student, you will have the opportunity to study with students and professionals from around the world – and you’ll be connected to one of the most extensive career networks around. In addition, you’ll join a global community of over 250,000 alumni upon graduation.

Conveniently Online

The online course delivery method is specifically designed to allow working professionals like you to make the most efficient use of your time and optimize your learning experience.

Contact Our Admissions Office

Become a part of the BU community. Contact our Admissions Representatives by phone at 1-866-232-0232 Ext. 3387 or by e-mail at info@bostonudegree.info.
Exciting opportunity to enhance your Boston University degree with a specialized certificate.

Students in any one of the different Boston University specialized management Master of Science degrees have the opportunity to enhance their professional background and expand their expertise by earning an academic certificate in a second area or management by taking just two additional courses.

This program is an excellent opportunity to broaden personal credentials by gaining an additional Boston University professional certificate. For example, students in the Master of Science in Project Management could take the Certificate in Risk Management and Organizational Continuity to gain insights into this highly relevant business area. For those interested in, but not wishing to major in, finance, pursuing the Certificate in Financial Markets and Institutions offers important insights into the financial world and additional job opportunities. Additionally, the Certificate in Electronic Commerce, Systems, and Technology is an excellent way to explore the issues surrounding multi-national markets and expand on your background in innovative marketing techniques.

Certificate programs include:

- Financial Markets and Institutions
- International Marketing
- Project Management
- Risk Management and Organizational Continuity
This program prepares you for success in the fast-paced, dynamic financial sector.

The Master of Science in Banking and Financial Services Management prepares you for success in the fast-paced, dynamic financial sector by combining a solid foundation in general management practices with expertise in corporate finance, global markets, and the financial services industry. You are provided with detailed knowledge relating to corporate finance, global markets, and the financial services industry. You will analyze corporate operations, securities markets, and investments.

Course Waivers

You may be entitled to waive courses based on your previous certification in the banking and financial services management industry. For some professional designations or certifications, you can earn up to two course waivers. Here is a complete list of waivers:

1 Elective

- CLU Chartered Life Underwriter
- ChFC Chartered Financial Consultant
- CFP Certified Financial Planner
- CFCM Certified Federal Contracts Manager
- CCCM Certified Commercial Contracts Manager
- CPCM Certified Professional Contracts Manager

1 Accounting Course (AD 630) and 1 Elective

- CPA Certified Public Accountant
- CFS Certified Fund Specialist
- CMA Certified Management Accountant
- CIA Certified Internal Auditor
- CFSA Certified Financial Services Auditor

1 Finance Course (AD 731) and 1 Elective

- CFA Chartered Financial Analyst
Please consult your Admissions Representative for information on how to use your designation toward course waivers in the Master of Science in Banking and Financial Services Management online program. In order to take advantage of the course waiver option, you must supply proof of earning the professional designations or certifications with your application packet and your original college transcripts. If you are eligible for this waiver option, verification will be sent to you when you are accepted to the Boston University online MSBFSM degree program.

Online, Convenient, Flexible

The MS in Banking and Financial Services Management online program consists of 12 courses for a total of 48 credits. The program can be completed in two years. You will take two online, seven-week courses per semester, focusing on one course at a time. This course delivery method is specifically designed to help working professionals like you make the most efficient use of your time and optimize your learning experience.

You can start the program six times per year in spring, summer, or fall.

Degree Requirements

A total of twelve courses (48 credits) are required as follows:

Core Courses (6 courses, 24 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>MET AD 731</td>
<td>Corporate Finance</td>
</tr>
<tr>
<td>MET AD 642</td>
<td>Project Management</td>
</tr>
<tr>
<td>MET AD 648</td>
<td>Introduction to Electronic Commerce, Systems, and Web Design</td>
</tr>
<tr>
<td>MET AD 655</td>
<td>International Business, Economics, and Cultures</td>
</tr>
<tr>
<td>MET AD 715</td>
<td>Quantitative and Qualitative Decision-Making</td>
</tr>
<tr>
<td>MET AD 741</td>
<td>The Innovation Process: Developing New Products and Services</td>
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</table>

Specialization Courses (4 courses, 16 credits)

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<tr>
<th>Course Code</th>
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</thead>
<tbody>
<tr>
<td>MET AD 630</td>
<td>Financial and Managerial Accounting</td>
</tr>
<tr>
<td>MET AD 712</td>
<td>Financial Markets and Institutions</td>
</tr>
<tr>
<td>MET AD 717</td>
<td>Investment Analysis and Portfolio Management</td>
</tr>
<tr>
<td>MET AD 714</td>
<td>Mergers and Acquisitions</td>
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</tbody>
</table>

Elective Courses (2 courses, 8 credits)

For your two electives, you can choose from any administrative science course with the advice of the department coordinator to enhance your individual management interests or to gain a certificate.

Compliment your degree with a graduate certificate
Take advantage of the graduate certificate from Boston University, including:

- Financial Markets and Institutions
- International Marketing
- Project Management
- Risk Management and Organizational Continuity
The Master of Science in Business Continuity, Security & Risk Management provides a review of important issues relating to business continuity.

In a truly international world, managers are acutely aware that an incident in one part of the organization can shut down operations. This program will provide you with the tools and concepts you need to plan for, respond to, and even prevent disruptions in business operations. Business continuity includes all company operations and being in control of these can highlight your management skills in this globally competitive environment.

Topics presented include incident response and disaster recovery, compliance issues, and system wide risk analysis. Business continuity is viewed organizationally to include all company operations and addresses information, computer systems, infrastructure, personnel, and supply chains as well as emergencies emanating from man-made and natural disasters.

There are four tracks to meet your continuity needs:
- Business
- Security - emergency management
- Public sector - disaster recovery
- IT security

Course Waivers
You may be entitled to waive courses based on your previous certification in the business continuity, security, and risk management fields. For some professional designations or certifications, you can earn one or more course waivers. Here is the complete list of waivers:

1 Elective
- CLU DRII The Institute for Continuity Management – MBCP Master Business Continuity Professional Certificate
- BCI Business Continuity Institute – FBCI Fellowship of the BCI

Online, Convenient, Flexible
The Master of Science in Business Continuity, Security & Risk Management online program consists of 12 courses for a total of 48 credits. The program can be completed in two years. You will take two online, seven-week courses per semester, focusing on one course at a time. This course delivery method is specifically designed to help working professionals like you make the most efficient use of your time and optimize your learning experience.

You can start the program six times per year in spring, summer, or fall.

Degree Requirement
A total of twelve courses (48 credits) are required as follows:

Core Courses (6 courses, 24 credits)
- MET AD 632 Financial Concepts
- MET AD 642 Project Management
- MET AD 648 Introduction to Electronic Commerce, Systems, and Web Design
- MET AD 655 International Business, Economics, and Cultures
- MET AD 715 Quantitative and Qualitative Decision-Making
- MET AD 741 The Innovation Process: Developing New Products and Services
Specialization Courses (4 courses, 16 credits)

MET AD 610  Introduction to Business Continuity, Security, and Risk Management
MET AD 613  System-Wide Risk Planning, Strategy, and Compliance
MET AD 614  Incident Response and Disaster Recovery

Plus one of the following to enhance your specific area of interest:

MET AD 644  Project Risk and Cost Management
MET AD 612  COO Public Emergency Management
MET CS 684  IT Security Policies and Procedures

Elective Courses (2 courses, 8 credits)

For your two electives, you can choose from any administrative science course with the advice of the department coordinator to enhance your individual management interests or to gain a certificate.

Compliment Your Degree with a Graduate Certificate

Take advantage of the graduate certificates Boston University offers including:

- Financial Markets and Institutions
- International Marketing
- Project Management
- Risk Management and Organizational Continuity

“I found the program to be extremely relevant, meaningful, and rewarding in my career. The program is designed very well and the curriculum is critical to the success of anyone pursuing a management career in the corporate world.”

- Ryan Ellis, MSIM Online Student
With a CPCU®, you’ve already earned 1/3 of a master’s degree at Boston University.

The MS in Insurance Management is an opportunity uniquely designed for professionals who have acquired the CPCU® credential. Boston University has designed a way for you to enhance your CPCU® and gain further distinction by complementing your demonstrated expertise in insurance issues with a mastery of general management principles in accounting, finance, operations, and leadership. By completing just eight courses, holders of the CPCU® credential will gain the advanced management knowledge required to handle high-level responsibilities and to achieve career advancement.

Online, Convenient, Flexible

The MS in Insurance Management online program consists of 8 courses for a total of 32 credits. The program can be completed in two years. You will take two online, seven-week courses per semester, focusing on one course at a time. This course delivery method is specifically designed to help working professionals like you make the most efficient use of your time and optimize your learning experience. You can start the program six times per year in spring, summer, or fall.

Prerequisites

Students must hold the Chartered Property Casualty Underwriters designation in order to earn this master’s degree. Boston University recognizes the CPCU® as the equivalent of four graduate-level courses.

Degree Requirements

A total of eight courses (32 credits) are required as follows:

Core Courses (6 courses, 24 credits)

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<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>MET AD 632</td>
<td>Financial Concepts</td>
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<td>MET AD 642</td>
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</tr>
<tr>
<td>MET AD 741</td>
<td>The Innovation Process: Developing New Products and Services</td>
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</tbody>
</table>

Specialization Courses (None)

Please note that the four specialization courses are waived in lieu of the CPCU® designation.

Elective Courses (2 courses, 8 credits)

For your two electives, you can choose from any administrative science course with the advice of the department coordinator to enhance your individual management interests or to gain a certificate.

To Learn More: Call 1.866.232.0232 Ext. 3387 or Email info@bostonudegree.info
Boston University’s Master of Science in International Marketing Management will equip you with:

• The tools, knowledge, and experience to become an effective international marketer
• A comprehensive understanding of theory and practice of global marketing at an advanced level
• Specific, transferable skills and analytical techniques that will help you become more effective at your work

Understand the Cultural Nuances of the International Market

• Interact and network with faculty and classmates worldwide in our “global classroom”
• Take courses directly from BU’s global partner universities
• Showcase your international marketing experience to your employer with separate transcripts from each partner university
• Understand the evolving theories and practices around the management of people in different cultures
• Learn how global organizations manage resources and change

Crucial Marketing Skills that are Directly Applicable to Your Career

• Quantitative and qualitative decision-making skills
• Communicate the strengths and limitations of diverse solutions
• Utilize innovative marketing techniques and market analyses
• Develop strong project management skills
• Examine the impact of new Internet marketing techniques
• Learn how to successfully manage and lead employees and teams

Experience the World Through Our International Partners

As an MSIMM student, you will take online courses with BU’s international partner universities in Europe, Latin America and Asia. You will access a “global classroom” via the Internet. Interact directly with other students and professionals from some of the world’s top business schools and participate in management and marketing classes, discussion groups, and projects conducted by professors with our international partner universities. All classes are taught in English.
The Master of Science in International Marketing Management online program consists of 12 courses for a total of 48 credits. The program can be completed part-time in two years. You will take two online, seven-week courses per semester, focusing on one course at a time. This course delivery method is specifically designed for working professionals like you to make the most efficient use of your time and to optimize your learning experience.

You can start the program six times per year in spring, summer, or fall.

Degree Requirements

A total of twelve courses (48 credits) are required as follows:

Core Courses (6 courses, 24 credits)

- MET AD 632 Financial Concepts
- MET AD 642 Project Management
- MET AD 648 Introduction to Electronic Commerce, Systems, and Web Design
- MET AD 655 International Business, Economics, and Cultures
- MET AD 715 Quantitative and Qualitative Decision-Making
- MET AD 741 The Innovation Process: Developing New Products and Services

Specialization Courses (4 courses, 16 credits)

- MET AD 737 Innovative Marketing Techniques
- MET AD 856 Market and Economic Research and Analysis

Plus two courses from the following:

- MET AD 773 International Business Simulation (intensive Boston University classroom option)

*ITESM Integral Marketing Communications (online from Mexico)

*ITESM Doing Business in Mexico and Latin America (online from Mexico)

*University of Barcelona/EAE with OBS Doing Business in Western and Eastern Europe (online from Spain)

*Doing Business in Asia and Pacific Basin Nations

*Doing Business in the Middle East

Elective Courses (2 courses, 8 credits)

For your two electives, you can choose from any administrative science course with the advice of the department coordinator to enhance your individual management interests or to gain a certificate.

Compliment Your Degree with a Graduate Certificate

Take advantage of the graduate certificate from Boston University, including:

- Graduate Certificate in Financial Markets and Institutions
- Graduate Certificate in Project Management
- Graduate Certificate in Risk Management and Organizational Continuity
For professionals who wish to master project management, the Master of Science in Project Management offers a solution with a comprehensive overview of the world of project management. While building the skills, tools, and techniques required for monitoring and tracking project costs and schedules, students develop the ability to manage the project resources and communications necessary to successfully complete a project. As the logistical complexity and technical requirements of today’s projects evolve, the demand for skilled project managers cannot be underestimated. Many top executives are acquiring advanced skills in project management to gain a competitive advantage.

Course Waivers

You may be entitled to waive courses based on your previous certification in project management. For some professional designations or certifications, you can earn one or more course waivers. Here is the complete list of waivers:

1 Elective

- PMP Certification
- PRINCE 2
- Boston University Corporate Ed – Online and Daytime Project Management
- Boston University Corporate Ed – Evening and Applied Project Management
- Six Sigma/Black Belt

2 Electives

- GE PMLP Project Management Leadership Program

DOE PMCDP – Project Management Career Development Program

1 Elective

- Project Management Essentials OR
- Project Management Systems and Practices within the Department of Energy

2 Electives

- Project Leadership and Supervision and Project Management and Portfolio Analysis Simulation OR
- Advanced Leadership and Executive Communications
In order to take advantage of the course waiver option, you must supply proof of earning professional designations or certifications with your application packet and your original college transcripts. If you are eligible for this waiver option, verification will be sent to you when you are accepted to the Boston University MSPM online program.

Online, Convenient, Flexible

The Master of Science in Project Management online program consists of 12 courses for a total of 48 credits. The program can be completed part-time in two years. You will take two online, seven-week courses per semester, focusing on one course at a time. This course delivery method is specifically designed to help working professionals like you make the most efficient use of your time and optimize your learning experience.

You can start the program six times per year in spring, summer, or fall.

Degree Requirements

A total of twelve courses (48 credits) are required as follows:

Core Courses (6 courses, 24 credits)

- MET AD 610 Introduction to Business Continuity, Security and Risk Management
- MET AD 632 Financial Concepts
- MET AD 648 Introduction to Electronic Commerce, Systems, and Web Design
- MET AD 655 International Business, Economics, and Cultures
- MET AD 715 Quantitative and Qualitative Decision-Making
- MET AD 741 The Innovation Process: Developing New Products and Services

Specialization Courses (4 courses, 16 credits)

- MET AD 642 Project Management
- MET AD 643 Project Communications Management
- MET AD 644 Project Risk and Cost Management
- MET AD 646 Program Management

Elective Courses (2 courses, 8 credits)

For your two electives, you can choose from any administrative science course with the advice of the department coordinator to enhance your individual management interests or to gain a certificate.

Compliment Your Degree with a Graduate Certificate

Take advantage of graduate certificates from Boston University, including:

- Financial Markets and Institutions
- International Marketing
- Project Management
- Risk Management and Organizational Continuity

This program is accredited by the Project Management Institute’s Global Accreditation Center.
“I have been very pleased with the caliber of education that I have received online with BU. To supplement my satisfaction with what I continue to learn at BU, my retention has improved dramatically, and I can remember almost every assignment and piece of information I learned in all of my courses I have taken thus far.”

- Craig Milton, MSBCSRM Online Student
Earn a second competitive credential with a few additional online courses. The Department of Administrative Sciences offers graduate-level certificate programs that work with the requirements of our online master’s degrees in management. With advanced planning, your degree electives can satisfy two certificate course requirements—leaving only two additional courses in order to receive your graduate certificate.

A minimum of 14 courses is required to obtain both a master’s degree and a certificate. Students who completed electives unrelated to the certificate or who have waivers may need to take additional courses to meet the specific certificate requirements—but the total amount of courses needed will never exceed four.

Graduate Certificate in Financial Markets and Institutions

This certificate program is recommended for:

- Individuals wishing for an in-depth exploration of the various issues related to the financial and banking industries. This is an excellent credential for those who are involved in finance areas within a business or the financial system.
- Individuals in the following master’s degree programs: International Marketing Management, Insurance Management, and Project Management (as the international competitive environment has reduced profits, making the bottom line crucial to most efforts).

Required Curriculum (four courses/16 credits)

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<tbody>
<tr>
<td>MET AD 712</td>
<td>Financial Markets and Institutions</td>
</tr>
<tr>
<td>MET AD 714</td>
<td>Mergers and Acquisitions</td>
</tr>
<tr>
<td>MET AD 717</td>
<td>Investment Analysis and Portfolio Management</td>
</tr>
</tbody>
</table>

Plus select one of the following:

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<tbody>
<tr>
<td>MET AD 630</td>
<td>Financial and Managerial Accounting</td>
</tr>
<tr>
<td>MET AD 773</td>
<td>International Business Simulation (intensive Boston University classroom option)</td>
</tr>
<tr>
<td>MET AD 856</td>
<td>Market and Economic Research and Analysis</td>
</tr>
</tbody>
</table>

Graduate Certificate in International Marketing

This certificate program is recommended for:

Individuals seeking to expand their professional backgrounds by becoming involved with the study of marketing in a truly international environment. Since the program includes courses offered by our foreign partners, students have the opportunity to work in teams with students from several regions of the world. Students receiving this certificate are well positioned to participate in today’s innovative marketing thought.

Required Curriculum (four courses/16 credits)

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<tr>
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<tbody>
<tr>
<td>MET AD 737</td>
<td>Innovative Marketing Techniques</td>
</tr>
<tr>
<td>MET AD 856</td>
<td>Market and Economic Research and Analysis</td>
</tr>
</tbody>
</table>
Plus select two of the following:

- MET AD 773 International Business Simulation (intensive Boston University classroom option)
- *ITESM Integral Marketing Communications (online from Mexico)
- *ITESM Doing Business in Mexico and Latin America (online from Mexico)
- *University of Barcelona/OBS Doing Business in Western and Eastern Europe (online from Spain)
- *Kultur University (Turkey) Doing Business in the Middle East
- *Doing Business in Asia and the Pacific Basin Nations
- Courses offered by our international partners.

Graduate Certificate in Project Management

This certificate program is recommended for:

- Individuals that organize or supervise projects as part of their professional responsibilities.
- Individuals in the Master of Science in Business Continuity, Security & Risk Management program.

Required Curriculum (four courses/16 credits)

- MET AD 610 Introduction to Business Continuity, Security & Risk Management
- MET AD 643 Project Communications Management
- MET AD 644 Project Risk and Cost Management
- MET AD 646 Program Management

Graduate Certificate in Risk Management and Organizational Continuity

This certificate program is recommended for:

- Individuals seeking information about the systems, operations, dangers, and costs associated with assuring that their firm or industry is able to manage emergencies and remain competitive throughout individual crises or large-scale shifts in national or industry environments.
- Individuals in the Master of Science in Project Management program.

Required Curriculum (four courses/16 credits)

- MET AD 610 Introduction to Business Continuity, Security & Risk Management
- MET AD 613 System-Wide Risk Planning, Strategy and Compliance
- MET AD 614 Incident Response and Disaster Recovery
- Courses offered by our international partners.

Required Curriculum (four courses/16 credits)

- MET AD 610 Introduction to Business Continuity, Security & Risk Management
- MET AD 643 Project Communications Management
- MET AD 644 Project Risk and Cost Management
- MET AD 646 Program Management

To Learn More: Call 1.866.232.0232 Ext. 3387 or Email info@bostonudegree.info
“What I like best about the program is how each course’s methodology is different. I can honestly say that I’ve enjoyed and learned a tremendous amount in each course I’ve taken and, most importantly, can apply it to my everyday business.”

- Craig Milton, MSIM Online Student
Course Descriptions

MET AD 610
Introduction to Business Continuity, Security, and Risk Management

This overview course examines the management issues involved with assessing the security and risk environments in both the private and public sectors in order to assure continuous system-wide operations. The course studies the elements of risk assessment and operational continuity using the project management framework of planning, organizing, and control. Students are exposed to the role of the firm in crisis response and management as well as the terms, systems, and interactions necessary to assure continuous operations. Topics include: the role and need for comprehensive assurance strategy and planning; the security aspects of the firm; an overview of the system-wide structure—as well as the organizations within that structure—designed to plan for and respond to local or national crisis; the social and emotional impact on the workforce as well as its effect on productivity; and the organizational infrastructure relating to national, regional, and international compliance. 4 cr

MET AD 612 COO
Public Emergency Management

This course examines emergency management from national, state, local, and family perspectives of prevention, preparedness, response, and recovery. The course encompasses knowledge of the specific agencies, organizations, and individual behaviors in emergency management as well as the interlinking partnerships between/among these groups. Areas of discussion include: responsibilities at federal, state, community, and individual levels; guidelines and procedures for operations and compliance such as the National Response Plan; Incident Command Systems (ICS); exercises; plan development, command, and control; communication; partnership development and maintenance; leadership; and numerous other elements related to effective emergency management. The unique and critical roles of private and public partnerships are reviewed and particular attention is paid to the interplay and interdependency among national, state, community, business (public and private), and the individual. 4 cr

MET AD 613
System-Wide Risk Planning, Strategy, and Compliance

This course examines emergency management from national, state, local, and family perspectives of prevention, preparedness, response, and recovery. The course encompasses knowledge of the specific agencies, organizations, and individual behaviors in emergency management as well as the interlinking partnerships between/among these groups. Areas of discussion include: responsibilities at federal, state, community, and individual levels; guidelines and procedures for operations and compliance such as the National Response Plan; Incident Command Systems (ICS); exercises; plan development, command, and control; communication; partnership development and maintenance; leadership; and numerous other elements related to effective emergency management. The unique and critical roles of private and public partnerships are reviewed and particular attention is paid to the interplay and interdependency among national, state, community, business (public and private), and the individual. 4 cr

MET AD 614
Incident Response and Disaster Recovery

This course covers the preparation, organization, and prevention issues related to incident response and disaster recovery including unauthorized network intrusion and loss of financial systems. Principles of incident response and disaster recovery are presented along with methods to identify vulnerabilities and take appropriate countermeasures to prevent and mitigate failure risks. The course also lays the foundation for disaster recovery principles and planning, and presents strategies for minimizing extended downtime that can lead to loss. 4 cr

MET AD 630
Financial and Managerial Accounting

This course introduces the concepts, methods, and problems of financial and managerial accounting. Includes data accumulation, accounting principles, financial statement analysis, measurement and disclosure issues, cost analysis, budgeting and control, production costs, and standard costs. 4 cr
MET AD 632
Financial Concepts

This course introduces the concepts, methods, and problems of accounting and financial analysis. Includes accounting principles, measurement and disclosure issues, financial statement analysis, time value of money, cash flow projection and analysis, capital budgeting and project evaluation, bond and equity valuation, cost of capital, and capital structure. 4 cr

MET AD 642
Project Management

The course examines the concepts and applied techniques for cost-effective management of projects. Project management principles and methodology are introduced. Key topics of focus include developing a project plan and scheduling resources, work breakdown structures, and project networks. 4 cr

MET AD 643
Project Communications Management

To succeed in project management, you must be a strong leader and an effective communicator. This course examines the current philosophies of leadership as applied to project management and identifies various styles of communication and conflict resolution. Through case studies and various exercises, you will develop enhanced leadership, communication, conflict management, and negotiation skills. 4 cr

MET AD 644
Project Risk and Cost Management

This course introduces the art and science of project risk as well as continuity management and cost management. Managing the risk of a project as it relates to a three-part systematic process of identifying, analyzing, and responding is examined using actual case studies. Students learn the process of cost management, early cost estimation, detailed cost estimation, and cost control using earned value method. Students study the issues of project procurement management and the different types of contracts. 4 cr

MET AD 646
Program Management

This course will provide a detailed understanding of program management and the concepts that promote efficient and effective communication and coordination among various groups. Students will study PMI® program management processes and use tools that automate and enforce processes for managing scope changes, risk, quality issues, schedules, resources, releases, and costs. You will learn how to design a program and manage program costs, risks, and communications within the context of project portfolios. 4 cr

MET AD 648
Introduction to Electronic Commerce, Systems, and Web Design

Provides a detailed examination of how businesses can successfully use Internet, wireless, and enhanced web technologies throughout the business structure to improve operations and communications with business partners and consumers. Students are introduced to the concepts and issues of electronic commerce. Topics include comparison of e-commerce procedures, payment mechanisms, applications in different industry sectors, security, supply chain issues, and business-to-business relationships. Students design a business-grade website using commercial application programs such as Dreamweaver and Fireworks. 4 cr

MET AD 655
International Business, Economics, and Cultures

This course considers macroeconomic factors of relevance to the firm: aggregate economic activity, cyclical movements, and fiscal and monetary policies. Students will review the problems of decision-making related to demand, production, costs, market structure, and price as well as analyze the interplay between governments, economic systems, labor, and multinational corporations (MNCs). Topics include the basis for the existence, organization, and growth of MNCs in addition to a comparison of major economic and government systems. Areas include the impact on the firm's business transactions and trade due to taxation, regulation, legal environments, and labor influences. This course also investigates the relationship between the
interaction of national culture and development. Topics range from rain forest and species management in developing nations to pollution generated by these countries. Culture, policy, and development are also discussed in relation to the impact of the business interactions (agriculture, fishing, technology transfer, etc.) on developing and developed nations. 4 cr

MET AD 712
Financial Markets and Institutions

Prereq: MET AD 630, MET AD 731. This course completes an investigation and analysis of organization, structure, and performance of U.S. money, capital, markets, and institutions. In addition, this course examines regulation of the financial industry and the role of financial instruments. 4 cr

MET AD 714
Mergers and Acquisitions

Prereq: MET AD 630, MET AD 731. This course examines the process by which takeovers and other corporate control transactions take place. Of particular interest will be the defensive measures by management against hostile bids, buyout transactions, valuation, the relation of takeovers to capital structure changes, and insider trading in takeover contests. 4 cr

MET AD 715
Quantitative and Qualitative Decision-Making

The course exposes the student to practical quantitative approaches to mathematical decision-making as well as a wide variety of qualitative approaches for both the service and product industries. Emphasis is placed on the definition of the problem, analysis of the approaches available to solve the problem, and an understanding of the limitations and strengths of these approaches as well as the necessary resources. The course also prepares the student with the design and presentation skills necessary to communicate the problem and the different solutions or outcome possibilities. 4 cr

MET AD 717
Investment Analysis and Portfolio Management

Prereq: MET AD 630, MET AD 731. In this course, the mechanics of securities markets, types of available investments, an introduction to determination of securities values and portfolio optimization are examined. Problems of investment policy are approached through studies of portfolio selection methods and the valuation of special classes of securities (e.g. growth stocks). 4 cr

MET AD 731
Corporate Finance

Prereq: MET AD 630. This course emphasizes issues of accounting, finance, and economics that are important in most management contexts. Stresses understanding financial statements, planning and control, cost and benefit evaluation, cash flow analysis, and capital budgeting. 4 cr

MET AD 737
Innovative Marketing Techniques

Marketing approaches have significantly altered with the advent of the Internet. This course provides a view of marketing for the twenty-first century, with special emphasis on the impact of new Internet marketing techniques, research using data mining and metrics, search engine optimization, reaching consumer markets through the new business models associated with social communities, blogs, and other Web 2.0 structures. 4 cr

MET AD 741
The Innovation Process: Developing New Products and Services

Studies the global challenge of innovation and the impact of marketing and management issues on the development and introduction of new products and services. These concepts for creating added value will be applied to a range of innovations—radical, incremental, technological and procedural, in different settings such as start-up companies and large corporations. 4 cr
MET AD 773
International Business Simulation

Prereq: MET AD 630, MET AD 731. This course includes an interactive computer-based simulation involving student teams performing analysis and decision-making for a company operating in a multinational environment. Team decisions are affected by exchange rates, tax rates, intercompany and local financing, and transfer pricing. Knowledge of computer programming is not required. 4 cr

MET AD 856
Market and Economic Research and Analysis

The course is designed to prepare the student to undertake a comprehensive survey of the regional or national economic, social, logistical/infrastructure, and attraction market to determine the most appropriate allocation of resources and strategic positioning. Students are exposed to tourism and regional development plans, the basis for segmentation, and target markets. The methods and tools of market and economic research are presented and the role/interplay of private, local, national, and international institutions is discussed as it relates to data gathering and plan assessment and implementation. 4 cr

MET CS 684
IT Security Policies and Procedures

This course enables professional IT leaders to identify emerging security risks and implement highly secure networks to support organizational goals. In addition, you will discuss methodologies for identifying, quantifying, mitigating, and controlling risks. Students implement comprehensive IT risk management plans (RMP) that identify alternate sites for processing mission-critical applications and techniques to recover infrastructure, systems, networks, data, and user access. The course also examines related topics such as disaster recovery; handling information security; protection of property, personnel, and facilities; protection of sensitive and classified information; privacy issues; and criminal, terrorist, and hostile activities. 4 cr

ITESM Integral Marketing Communications (online from Mexico)

ITESM Doing Business in Mexico and Latin America (online from Mexico)

University of Barcelona/EAE with OBS Doing Business in Western and Eastern Europe (online from Spain)

Doing Business in Asia and Pacific Basin Nations

Doing Business in the Middle East
Metropolitan College’s Administrative Sciences faculty are internationally respected in their fields and provide powerful connections to the global business world.

Our highly qualified full and part-time faculty have been selected for their academic credentials, real-world experience, and their ability to provide the demanding but supportive educational environment essential for students’ personal growth. Each of our faculty members brings to the classroom many years of high-level corporate, academic, and research experience in their respective fields.

Kip Becker
Associate Professor and Chair of Administrative Sciences
BA, MA, University of Delaware; MBA, Wilmington College; PhD, Florida State University.

Dr. Becker serves on the editorial board of Transnational Management, The Journal of Marketing Channels, The Journal of Teaching in International Business, and The Journal of Transition Management. He is chairman of the board of the International Management Development Association and principal of his own international management consulting firm. He is a prolific researcher and oversees graduate, undergraduate, online, and international program development and implementation. Becker teaches courses in electronic commerce, international business, marketing, and strategy.

William J. Chambers
Associate Professor of the Practice of Administrative Sciences
BA, College of Wooster; MA, MPhil, PhD, Columbia University.

Dr. Chambers has over twenty years of experience developing and overseeing credit models, internal credit scoring systems, and default risk assessment processes for Standard and Poor’s. He is an expert in international finance, portfolio management, and the economics of real estate development. Chambers teaches undergraduate and graduate courses in finance, credit analysis, and portfolio management.

James Cormier
Senior Lecturer in Administrative Sciences
BS, Boston University; MBA, Northeastern University.

Mr. Cormier has been recognized as an outstanding faculty member at Metropolitan College. He has developed and taught a range of courses in marketing management, operations management and data analysis, advertising, electronic commerce, and management. Cormier has over 25 years of domestic and international senior-level management experience as a marketing and management consultant to corporations such as IBM, The Disney Stores, Lucent Technologies, Solectron, and the Commonwealth of Pennsylvania.

Virginia A. Greiman
Assistant Professor of Administrative Sciences
BS, Pennsylvania State University; JD, Suffolk University Law School; MEd, Boston University School of Education; LLM, Boston University School of Law.

Assistant Professor Greiman has published and lectured extensively on international law, economic development, project management and finance, and international business transactions. She is a nationally recognized expert on corporate reorganizations, privatization, project finance, and international commercial contracting. Greiman has served in several high-level appointments for the United States government, including United States Trustee for the U.S. Department of Justice in Washington, D.C. and international legal counsel to the U.S. Department of State and the U.S. Agency for International Development on privatization projects in Eastern and Central Europe. She has part-time teaching and academic appointments at both Boston University and Harvard University Law Schools.
Jay A. Halfond  
*Dean of Metropolitan College and Extended Education, Associate Professor of Administrative Sciences*

BA, Temple University; MA, Brandeis University; PhD, Boston College.

Dean Halfond has worked at Boston University since 1997. Previously, he served as Associate Dean of Northeastern University’s College of Business Administration and held various administrative positions at Harvard University. Halfond has published over ninety articles, and contributed a monthly column, “On Ethics,” for the Boston Business Journal over a five-year period. He served as trustee of the Massachusetts School of Professional Psychology and as the Board chairman from 2003 to 2005. In addition to over forty presentations at professional conferences, Halfond has taught frequently at the undergraduate and graduate level on social and ethical aspects of management and conflict resolution and negotiations. He currently chairs the President’s Council for a Global University.

Vijay Kanabar  
*Associate Professor of Computer Science and Administrative Sciences, Director of Project Management Programs*

BS, University of Madras (India); MBA, Webber College; MS, Florida Institute of Technology; PhD, University of Manitoba.

Dr. Kanabar has unique expertise spanning both business practices and computer science. A certified Project Management Professional, he has advised numerous organizations on training and technology needs, including Blue Cross Blue Shield, Staples, United Way, and Fidelity Investments. Kanabar is an internationally published scholar and is recognized by local and national media as an authority on electronic commerce, identity theft, and data systems.

Jung Wan Lee  
*Assistant Professor of Administrative Sciences*

BA, Korea Maritime University; MBA, Hankuk University of Foreign Studies; MA, Myongji University; MS, Boston University; PhD, Soongsil University.

Dr. Lee has extensive international teaching experience in international business, international marketing, and electronic commerce at Kazakh British Technical University in Kazakhstan as well as Soongsil University in Korea. He has published over 50 research papers and four books on entrepreneurship as well as served as an associate editor for the *World Review of Entrepreneurship, Management and Sustainable Development* (WREMSD). He was awarded the Distinguished Research Award by Allied Academies in the spring of 2008.

Stephen A. Leybourne  
*Assistant Professor of Administrative Sciences*

BS, PhD, Cardiff Business School.

Dr. Leybourne is a well-known lecturer in human resource studies, innovation, and project and change management. He has presented at conferences such as the PMI® Research Conference and the Academy of Management, winning a “best paper” award at AoM 2006 in Atlanta. He has been a leading manager for several international banking institutions and is secretary of the Organizational Transformation, Change, and Development Special Interest Group at the British Academy of Management. Leybourne has published in a variety of journals, including the *Journal of Change Management*, *the International Journal of Management Concepts and Philosophy*, and the two leading project management journals in the field, the *International Journal of Project Management* and the *Project Management Journal*. 
Samuel Mendlinger  
*Professor of Administrative Sciences*

BA, Queens College; MSc, Tel-Aviv University; PhD, Hebrew University.

Dr. Mendlinger is a dual American-Israeli citizen whose agricultural research has resulted in economic development in rural communities in Asia, Africa, and South America. He holds two patents for seed cultivation and has numerous international publications and grants. His current research and teaching interests include responsible and sustainable economic growth in under-developed countries. Mendlinger oversees the Economic Development and Tourism Management concentration for the Master of Science in Administrative Studies, and teaches courses in statistics, culture and development, and economic sustainability in tourist destinations.

John D. Sullivan  
*Associate Professor and Associate Chair of Administrative Sciences*

BA, Regis University; MBA, Northeastern University; AM, Harvard University; PhD, Northeastern University.

Dr. Sullivan is an expert in health-care policy and finance and frequently appears as a commentator in local and national media. He teaches mergers and acquisitions, corporate finance, capital markets, investments, and new business ventures. He served as senior analyst for corporate development at Fresenius Medical Care and has provided strategic consulting for various health-care organizations. He has also been a guest instructor at Northeastern University.

Barry Unger  
*Associate Professor of Administrative Sciences*

SB, Massachusetts Institute of Technology (Alfred P. Sloan School of Management); EdD, Harvard University.

An accomplished expert on high technology and venture capital businesses, Dr. Unger has founded and participated in numerous companies, including Kurzweil Computer Products, Inc., which became Xerox Imaging Systems. He is a member of Boston University's Faculty of Photonics and co-founder and chair emeritus of the Massachusetts Institute of Technology Enterprise Forum. Unger served in President Carter’s administration as senior advisor on science and technology and is the recipient of the Vincent A. Fulmer Lifetime Achievement Award at the Massachusetts Institute of Technology.

Roger D. H. Warburton  
*Associate Professor of Administrative Sciences*

BSc, Sussex University; MS, PhD, University of Pennsylvania.

Dr. Warburton’s research focuses on the practical challenge of inventory control. He publishes and lectures internationally about domestic manufacturing, challenging the obsession with manufacturing everything offshore. He teaches courses in supply chain management and project management, both in the classroom and online. Previously, Warburton was the MIS director for Griffin Manufacturing, helping turn an apparel manufacturer from a simple cut-and-sew facility into a twenty-first-century operation with a global supply chain and domestic manufacturing supported by international outsourcing. Before that he was vice president of the Software Technology Division of Jaycor, directing the technical analysis of very large information systems.
Designed for Working Professionals

Our online graduate programs in management have been structured specifically for working professionals, allowing you to realize career-advancing opportunities while you continue working. Developed by leaders in management education, Boston University’s online master’s degree programs have distinguished faculty with real-world management experience, allowing you to learn from the very best in the industry.

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- Complete your classes online and apply your knowledge in real time
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- Interact with fellow business leaders and faculty worldwide no matter where you live or work
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- Earn a degree from one of the world’s leading institutions

BU’s Five Levels of Support

Helping our master’s degree candidates is the goal of each member of Boston University’s online learning team. We are here to help you every step of the way by providing you with:

1. Your own personal Admissions Representative;
2. Your own personal Student Services Representative;
3. Your own personal Facilitator;
4. The University’s most highly regarded Faculty; and,
5. Consistent and helpful LIVE Technical Support (you will always talk live with a highly qualified professional technician no matter what time of the day or night you call).

This program has been structured for those seeking both challenging graduate studies and the tools needed by management professionals. Integral to this degree is the online collaboration among you, your small group and instructor, and the outstanding Boston University faculty members from the privacy and convenience of your home or office.

Not Tech Savvy?

With five levels of support, you can get the answers you need for a successful online educational experience. Our tech support is there to help you from the ground up. We get you started and provide you with help no matter whether you are a “seasoned online techie” or a beginner. Our course system was designed with simplicity and ease-of-use in mind.
Admission Requirements

The Administrative Sciences Department of Boston University’s online graduate programs in management are open to qualified applicants who have earned a bachelor’s degree from an accredited college or university with a minimum GPA of 3.0 out of 4.0.

Students for whom English is not their first language require a TOEFL score of 560 (220 computer version) or above. For more information on the TOEFL examination, please visit www.ets.org/toefl.

Application Package

For all the Master of Science online programs at Boston University, a completed application package includes the following components:

1. Three letters of recommendation, one of which should be an academic reference;
2. A self-evaluation (short essay of 500 words discussing your motivation for study);
3. A current résumé;
4. Official transcript(s) from each college and graduate school attended; and,
5. A non-refundable application fee (please make check payable to Boston University) - $25 for Graduate Certificate in Project Management, $95 for Master of Science in Project Management, and $70 for all other Master of Science programs.

For the Graduate Certificate in Project Management, the self-evaluation is not required.

For the Master of Science in Insurance Management, an official CPCU® transcript is required in addition to all five components listed above.

Students are required to go through a pre-application interview before submitting an application for admission.

For more information and assistance, please call an Admissions Representative at 1.866.232.0232 Ext. 3387 (US and Canada) or +1.647.722.6642 Ext. 3387 (International).
> Is this online degree any different from the one that is earned on-campus at Boston University?

No, you will receive an official Boston University diploma. Our online master’s degrees carry the same excellence as those earned in a traditional classroom setting.

> How are the programs accredited?

The New England Association of Schools and Colleges accredits Boston University for its degree granting programs. The Master of Science in Project Management program is accredited by the Project Management Institute’s Global Accreditation Center. Usually, academic institutions only recognize degrees from regionally accredited institutions when considering someone for employment, a teaching position, or further academic study (including transfer of course credit). These degree programs also meet the tuition reimbursement standards of many organizations and employers.

> How long is the program?

The program can be completed in two years. You can start the program six times per year in spring, summer, or fall. You will take one seven-week class at a time.

> How many credits and courses do I take each semester?

You will enroll in two consecutive seven-week, four-credit courses each semester for a total of eight credits per semester.

> Are there any program prerequisites?

Basic math knowledge must be demonstrated by the completion of the mandatory prerequisite course called ALEKS©. ALEKS© is a self-paced tutorial that is designed to ensure that you are well-prepared for the program. This tutorial is designed so that those with math ability can complete the program in about ten hours, while those who need a more thorough refresher may require 20 hours.

> Am I entitled to a course waiver?

For some professional designations or certifications, you can earn one or more course waivers. Please visit each program section to determine if you are eligible for course waivers based on professional designations or certifications. For more information, call an Admissions Representative at 1.866.232.0232 Ext. 3387 (US and Canada) or +1.647.722.6642 Ext. 3387 (International).

> How much does the program cost?

For more information, call an Admissions Representative at 1.866.232.0232 Ext. 3387 (US and Canada) or +1.647.722.6642 Ext. 3387 (International).

> When do I start the program?

You may start the program six times per year as new courses are offered every 15 weeks.

> How much time is required for this program?

Most students spend approximately 20 hours per week on coursework. This will vary by course and the student’s familiarity with the material.

> Who do I talk to if I have more questions or if I want to apply?

You may call an Admissions Representative at 1.866.232.0232 Ext. 3387 (US and Canada) or +1.647.722.6642 Ext. 3387 (International).