

**Bachelor studies**

 Resolution of the Senate of 23 April 2018<sup>1</sup>
**Degree Course Scheme, Major in Business Administration (BWL) Regulations 19 (with examination formats for the academic year 2019/2020)**

(pursuant to Art. 8 of the Course Regulations for the Bachelor's Level of the University of St.Gallen of 10 June 2002 (as at 7 November 2017))

| Course |   | Seme-ster <sup>2</sup> | Credit hours |          | Credits | Examination type  | Time of exami-nation* | Remarks   |
|--------|---|------------------------|--------------|----------|---------|---|-----------------------|---|
| No.    | Designation   |                        | Con-stu.     | Ind-stu. |         |   |                       |   |
| 1      | Major in Business Administra-tion   |                        |              |          |         |   |                       |   |
| 11     | Core studies – compulsory sub-jects   |                        |              |          |         |   |                       |   |
|        | Marketing <sup>3</sup>  | 3 / 4                  | 3            | 2        | 4       | Group term paper with presentation (25%)<br>Written examination (1.5 hrs) (75%) | TT<br>TT              | Same grade for everyone<br>so-called mid-term examinations <sup>4</sup> |
|        | Methods: Empirical Social Rese-arch ( <i>dt.: Methoden: Empirische So-zialforschung</i> ) | 3 / 4                  | 3            | 2        | 4       | Written examination (1.5 hrs)   | ITB                   |   |

<sup>1</sup> Adjustments made by the Dean of Studies on 5 June 2019, in accordance with the standards set in section „Special provisions“ (valid for the academic year 2019/2020).

<sup>2</sup> In the compulsory subjects, courses are offered in an alternating rhythm in German and English. The first number indicates the semester of the course in German.

<sup>3</sup> If no translation is given, the course title is the same in English and German

<sup>4</sup> A mid-term examination is an examination that takes places during term time and for which students have to register themselves. The examination is organised and conducted by the Vice-President's Board of Studies & Academic Affairs.

| Course |  | Seme-ster <sup>2</sup> | Credit hours |          | Credits | Examination type  | Time of exami-nation* | Remarks   |
|--------|--|------------------------|--------------|----------|---------|---|-----------------------|---|
| No.    | Designation  |                        | Con-stu.     | Ind-stu. |         |   |                       |   |
|        | Strategic Management<br><i>(dt.: Strategisches Management)</i>   | 3 / 4                  | 3            | 2        | 4       | Written examination<br>(1.5 hrs)  | ITB                   | BLE: 1-hour examination of its own since contact studies only.  |
|        | Leadership & Human Resource Management   | 3 / 4                  | 3            | 2        | 4       | Group presentation (50%)<br>Written examination (1 hr)<br>(50%)                                   | TT<br>TT              | Group presentation in the 3 <sup>rd</sup> exercise<br>Written examination in the 6 <sup>th</sup> exercise |
|        | Methods: Statistics<br><i>(dt.: Methoden: Statistik)</i>   | 3 / 4                  | 3            | 2        | 4       | Written examination<br>(1.5 hrs)  | ITB                   |   |
|        | Macroeconomics II<br><i>(dt.: Makroökonomik II)</i>  | 3                      | 2            | 2        | 4       | Written work (10%)<br>Written examination<br>(1.5 hrs) (90%)                                      | TT<br>ITB             | VWL/BIA: same examination   |
|        | Microeconomics II<br><i>(dt. Mikroökonomik II)</i>   | 3                      | 2            | 2        | 4       | Written examination   | ITB                   | VWL/BIA/BLE: same examination   |
|        | Fundamentals and Methods of Computer Science for Business Studies<br><i>(dt.: Grundlagen und Methoden der Informatik für Wirtschaftswissenschaftler)</i> | 4 / 3                  | 6            | 4        | 8       | Term papers (individual)<br>(70%)<br>Written examination (1 hrs)<br>(30%)                         | TT<br>ITB             |   |
|        | Corporate Finance  | 4 / 3                  | 3            | 2        | 4       | Written examination<br>(1.5 hrs)  | ITB                   | Only offered in English   |
|        | Accounting, Controlling, Auditing  | 4 / 3                  | 3            | 2        | 4       | Written examination<br>(1.5 hrs)  | ITB                   |   |
|        | Introduction to Operations Management<br><i>(dt.: Einführung in das Operations-Management)</i>   | 4 / 3                  | 3            | 2        | 4       | Group term paper (30%)<br>Term paper (individual)<br>(10%)<br>Written examination (1 hr)<br>(60%) | TT<br>TT<br>ITB       |   |

| Course No. | Designation   | Semester <sup>2</sup> | Credit hours |          | Credits | Examination type                       | Time of examination* | Remarks                         |
|------------|---|-----------------------|--------------|----------|---------|--|----------------------|---------------------------------|
|            |   |                       | Con-stu.     | Ind-stu. |         |  |                      |                                 |
|            | Business and Fiscal Law<br><i>(dt.: Wirtschafts- und Steuerrecht)</i> | 4 / 3                 | 6            | 4        | 8       | Written examination<br>(2.5 hrs)       | ITB                  |                                 |
|            | Capstone Project<br><i>(dt. Capstone-Projekt)</i>                     | 5 / 6                 | 6            | 4        | 8       | Case study in groups with presentation | TT                   |                                 |
|            | Total, compulsory subjects  |                       | 41           | 28       | 64      |  |                      |                                 |
| <b>12.</b> | <b>Core studies – core electives **</b>                               |                       |              |          |         |  |                      |                                 |
|            | From among courses offered by SoM and SoF                             | 3-6                   |              |          | 4-20    |  |                      | 4 credits min., 20 credits max. |
| <b>13.</b> | <b>Core studies – electives</b>                                       |                       |              |          |         |  |                      |                                 |
|            | From among courses offered by SEPS/LS/SoM and SoF                     | 3-6                   |              |          | 0-16    |  |                      | 0 credits min., 16 credits max. |
|            | Total, core studies, Business Administration                          |                       |              |          | 84      |  |                      |                                 |
| <b>15.</b> | <b>Bachelor's thesis</b>  |                       |              |          | 12      |  |                      |                                 |

|            |                           |     |  |  |       |  |  |   |
|------------|---------------------------|-----|--|--|-------|--|--|---|
| <b>16.</b> | <b>Contextual studies</b> |     |  |  |       |  |  |   |
|            | Areas of concentration    | 3-6 |  |  | 12-24 |  |  | 12 credits min., 24 credits max.  |
|            | Skills and languages      | 3-6 |  |  | 0-12  |  |  | 0 credits min., 12 credits max. (optional); of that max. 4 credits languages, max. 8 credits Skills, max. 8 credits academic work done outside lecture/seminar course |
|            | Total, contextual studies |     |  |  | 24    |  |  |   |

|   |  |  |  |     |  |  |  |
|---|--|--|--|-----|--|--|--|
| Total, major in Business Administration |  |  |  | 120 |  |  |  |
|---|--|--|--|-----|--|--|--|

\* ITB = Inter-Term Break / TT = Term Time (submission dates for papers may be moved into the ITB)

\*\* The core study electives may be chosen from among the courses offered by the individual schools (SEPS: School of Economics and Political Science, LS: Law School, SoM: School of Management and SoF: School of Finance).

### Minimum number of ECTS credits in the course languages German and English

Pursuant to Art. 23(2) of the Course Regulations for the Bachelor's Level, students must earn a minimum number of credits from courses in German and English. At least 12 credits of core studies (compulsory subjects, core electives and electives) must be earned in both German and English.

### Special provisions

Examination types and dates, as well as contact hours, may be adapted during the first two years of the Regulations 19 major in Business Administration – for instance, as a consequence of new faculty or the introduction of innovative examination and teaching formats. Any adaptations will be ordered by the Dean of Studies after consultation with the Directors of the major in Business Administration. After the evaluation of the major in Business Administration, but no later than its third edition (as from Autumn Semester 2021), examination types and dates, as well as contact hours, will have to be specified definitively.

### Transitional provisions

The transitional provisions are based on the following core subject area allocation:

| Core subject area       | Compulsory subjects   |
|-------------------------|---|
| Business Administration | Marketing<br>Research Methods<br>Information, Media and Technology Management<br>Controlling und Accounting<br>Organisation and Leadership<br>Finance |

|           |   |
|-----------|---|
|           | Strategic Management<br>Integrative Seminar |
| Economics | Macroeconomics II<br>Microeconomics II      |
| Law       | Business Law<br>Fiscal Law                  |

Students who have completed all the compulsory courses of the core subject areas of Business Administration and Law by the end of Spring Semester 2019, i.e. who have

- completed all compulsory courses, or
- completed all compulsory courses of the core subject areas of Business Administration and Law while one or both of the compulsory courses of the core subject area of Economics remain outstanding,

will remain in Regulations 14 and will be able to conclude their studies according to the old Regulations 14 by the end of Spring Semester 2022. Students who have not completed their studies according to the old Regulations by the end of Spring Semester 2022 will be transferred to the new Regulations 19.

Students who will not have completed all compulsory courses of the core subject areas of Business Administration and Law according to the old Regulations

- will have the option to complete any outstanding examinations in the core subjects of Business Administration and Law during the academic year of 2019/20. For the Autumn Semester courses, a regular examination date will be offered in Spring Semester 2019 and an alternative examination date (=last examination date) in Autumn Semester 2019. For the Spring Semester courses, a regular examination date will be offered in Autumn Semester 2019 and an alternative examination date (=last examination date) in Spring Semester 2020;
- may transfer to the new Regulations on a voluntary basis. The submission dates will be fixed and communicated by the Directors of the programme and by the Administration.

Students who have not completed all the compulsory courses of the core subject areas of Business Administration and Law of the old Regulations by the end of Spring Semester 2020, will be transferred to the new Regulations.

For students who re-enrol after Spring Semester 2019, the above provisions will be applied analogously.

## **Transfer rules**

In any case, students who are transferred to the new Regulations will have to attend the courses “Fundamentals of Informatics for Business Studies / Methods: Methods of Informatics for Business Studies” (8 credits) and the Capstone Project (8 credits).

Credits earned under the old Regulations 14 will be credited to the new Regulations 19 as follows:

Core subject area of Business Administration:

- The courses in “Marketing”, “Controlling and Accounting”, “Organisation and Leadership”, “Finance”, and “Information, Media and Technology Management” (6 credits each) will be credited to the new Regulations with 4 credits each; 2 credits from each course will be forfeited.
- The course in “Strategic Management” (5 credits) will be credited to the new Regulations with 4 credits; 1 credit will be forfeited.
- The course in “Research Methods” (6 credits) will be credited to the courses in “Methodology: Empirical Social Research” (4 credits) and “Methodology: Statistics” (4 credits) of the new Regulations, which is tantamount to an upgrade of 2 credits. The grade for the course of “Research Methods” will be taken over for both compulsory courses in the new Regulations.
- The Integrative Seminar course (3 credits) will be reported with 3 credits in the core electives, provided that the core electives do not exceed 20 credits (maximum number).

Core subject area in Economics:

- The compulsory courses of the core subject area in Economics (Microeconomics II, Macroeconomics II) will be fully credited to the core subject area of the new Regulations.

Core subject area in Law:

- Students who have completed the two courses in “Business Law” (4 credits) and “Fiscal Law” (4 credits) will have them credited to the new course of “Business and Fiscal Law” (8 credits), with the grade being the grade average of the two completed courses.
- Students who have completed either “Fiscal Law” (4 credits) or “Business Law” (4 credits) will have the relevant course credited to electives, provided that there are still open credits in electives. If this is not the case, the completed course will be fully credited to “optional work”. Students in this situation will have to attend the new course of “Business and Fiscal Law” (8 credits).

Bachelor’s thesis:

- Students who have written their Bachelor’s thesis (16 credits) already, will have to be credited to the new Regulations with 12 credits while 4 credits will be reported in core electives, provided that core electives do not exceed 20 credits (maximum number).

- Students who have registered for a Bachelor's thesis in the old Regulations will be granted 16 credits even if they are transferred to the new Regulations. If the topic lapses or the thesis is rejected, and if the student is already in the new Regulations 19 at this point, he/she will only be able to register for a Bachelor's thesis amounting to 12 credits.
- Students who start their studies in Autumn Semester 2019 will only be able to apply for a thesis for 12 credits.

All other already completed work is credited one-to-one to the new Regulations.

**Please note:**

If work done according to the old Regulations is credited to the compulsory subjects of the new Regulations, the corresponding work must and can no longer be done according to the new Regulations.

**Hardship provision**

In cases of hardship, the Dean of Studies will be able to make individual adaptations to transitional provisions and transfer rules after consultation with the Directors of the programme.