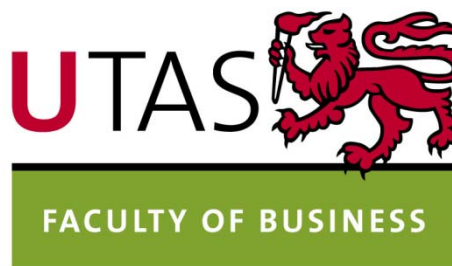


# Guide to study in the MBA (Health Management) program



## 1. Applying for admission

Applications for admission can be completed online, by going to [www.utas.edu.au](http://www.utas.edu.au) and selecting Apply for 2009.

The entry requirements for the MBA (Health Management) are:

- An Australian Bachelor's degree or equivalent.
- Two years' appropriate work experience.

To meet the work experience requirement, **please include a CV** with your application. This can be pasted into the Supporting Statement section of the application. If we require further information, we will contact you, but a CV is usually sufficient.

If you have a **previous degree from UTas**, we have a record of this and will not require copies of your testamur or transcripts. If you have a previous degree from **another Australian institution**, UTas will request an electronic copy of this qualification. However, please note that it sometimes takes several weeks for these to arrive: you may wish to forward a certified copy to UTas. If you have an **overseas degree**, you must provide a certified copy before your application can be assessed.

## 2. Accept your offer

So long as all required information is received with your application, you should receive an offer within about a week. Offers are usually available online on Friday afternoons, and a paper copy is mailed on Friday afternoon also. Information about how to accept is available with the offer, and acceptance can be done online.

Once you have accepted your offer, the university will generate a username and password and send these to you. This will allow you to enrol.

If you are a former UTas student the computer may well decide that you already have a username and password, and not generate a new one. If this happens, please contact [Service.Desk@utas.edu.au](mailto:Service.Desk@utas.edu.au) to find out your username and ask for a new password.

### 3. Enrol in units

You are able to enrol in units a few days after you receive your username and password. Enrolments are done online through the eStudentCentre. Go to [www.utas.edu.au/students](http://www.utas.edu.au/students) and select the eStudentCentre. There is a tour you can take to familiarise yourself with the system before you enrol. Enrolments are done through the Manage Your Enrolment link.

There are eight core units in the MBA (Health Management). There are also four core units, which will become available as the initial intake of students finish their core units. The degree is designed to be done part time through flexible study (distance), and the core units are available flexibly as follows:

Core Units	2/09*	5/09*	1/10*	2/10	5/10	1/11	2/11
BFA582 Financial Reporting and Analysis						✓	
BFA682 Law for Managers	✓						✓
BFA720 Introduction to Corporate Governance			✓			✓	
BMA581 Organisational Behaviour	✓			✓			✓
BMA583 Human Resource Management				✓			
BMA799 Strategic Management		✓	✓		✓		
KXI775 Managing e-Business	✓			✓			✓
KXI760 IS Project Management			✓			✓	

**\*2/09 = semester 2, 2009 (July-November 2009)**

**\*5/09 = spring school (December 2009 – January 2010)**

**\*1/10 = semester 1, 2010 (February-June 2010)**

**And so forth until semester 2, 2011.**

As well as taking the units by distance, applicants resident in Hobart or Launceston can choose to take units face-to-face instead, where available. Information about the Saturday school programs for Hobart and Launceston can be found at:

<http://www.utas.edu.au/business/faculty/CurrentStudents/Index.html>

More detailed information about units can be found by going to [www.utas.edu.au](http://www.utas.edu.au) and selecting Courses and Units. Alternatively, schools have current and previous unit outlines available on their websites, with detailed information about unit content and assessment:

- <http://www.utas.edu.au/mgmt/unitoutlines.htm> (BMA units)
- <http://www.utas.edu.au/accg/outlines.html> (BFA units)
- <http://www.cis.utas.edu.au/cisview/handouts.jsp> (KXI units)

## Orientation and Starting Study

Orientation is not compulsory for part time students, but sessions are available in Hobart and Launceston each semester for anyone who would like to meet other students and staff. The provisional orientation timetable for semester 2, 2009 is:

- Tuesday 23 June, 5.30-7.00pm – Hobart: information for prospective students.
- Tuesday 30 June, 5.30-7.00pm – Launceston: information for prospective students and Orientation Session for new students.
- Thursday 9 July, 5.30-7.00pm – Hobart: Orientation Session for new students.

All new students will be emailed prior to the sessions with confirmed dates and venue details.

**Flexible units:** course materials for flexible units are sent your address 1-2 weeks before semester starts. Once semester has started, you should also log on to MyLO, the university's web-based study support program, to check for further information from your lecturer. MyLO can be found at [www.utas.edu.au/students](http://www.utas.edu.au/students) and is accessed using your university username and password.

**Face-to-face units:** the dates for the Saturday units are available on the Saturday Programs at <http://www.utas.edu.au/business/faculty/CurrentStudents/Index.html>. Room details are available through the Class Timetable on the eStudentCentre, and are also posted at the doors to the Hobart and Launceston Faculty of Business buildings before classes start. Morning and afternoon tea, and lunch are provided each Saturday. Before classes start, please check MyLO for any instructions from your lecturer. MyLO can be found at [www.utas.edu.au/students](http://www.utas.edu.au/students) and is accessed using your university username and password.

**Textbook details** can be found through Courses and Units at [www.utas.edu.au](http://www.utas.edu.au) for both weekday and Saturday classes. The dates for each semester can be found at <http://www.utas.edu.au/keydates/>.

**Fees:** the fees for domestic students for 2009 are \$1687 per unit. This is a full-fee paying course, but Australian citizens can apply for FEE-HELP, which allows them to defer their fees and repay them through tax. You access this by completing an eCAF through the eStudentCentre. A 10% discount is available for UTas graduates: you must be registered as an alumnum and send an email to [Fees.Unit@utas.edu.au](mailto:Fees.Unit@utas.edu.au) to request the discount. MBA (HM) students taking a flexible unit are eligible for a 20% discount in 2009. The Faculty will organise for this discount to be applied. Details are available at <http://fcms.its.utas.edu.au/business/business/policies.asp>.