

Please note: this information may be subject to slight changes.


MSc IN BUSINESS

Minimum: 90 ECTS

NAME: XXX

NUMBER: xxxx

Undergraduate Degree: non Business or Economics

MANDATORY CORE COURSES	ECTS	TERM	CHECKLIST 	
			ENROLLED	DONE
ACCOUNTING	7	1 st Sem.		
BUSINESS ETHICS AND SOCIAL RESPONSIBILITY	3.5	3 rd Trim.		
BUSINESS RESEARCH METHODS <i>OR</i> MARKETING RESEARCH	7	1 st or 2 nd Sem.*		
BUSINESS STATISTICS	3.5	2 nd Trim.		
ECONOMICS OF BUSINESS AND MARKETS	3.5	1 st or 4 th Trim*		
FINANCE	7	1 st Sem.		
MANAGERIAL ECONOMICS	3.5	3 rd Trim.		
MANAGING PEOPLE	3.5	4 th Trim.		
MARKETING PLANNING	7	1 st Sem.		
OPERATIONS MANAGEMENT	3.5	4 th Trim.		
STRATEGIC MANAGEMENT	3.5	1 st Trim.		

*Students will be automatically enrolled in one of the terms.

WORKSHOPS & RESEARCH (MANDATORY) - 4 ECTS

LEADERSHIP LAB WORKSHOPS Enroll for 2 ECTS per term, maximum. (See Handbook and list of available workshops here)	Total: 4 ECTS	Available every term		
4 LERNE SESSIONS (see link)	0 ECTS			

THESIS REQUIREMENT (MANDATORY)

RESEARCH METHODOLOGIES WORKSHOP (see link) (To be taken, ideally, at the beginning of your thesis semester)	0 ECTS		
DISSERTATION	30 ECTS		

ELECTIVE COURSES

	3.5 ECTS		
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OPTIONAL TECHNICAL MODULES

EXCEL	0 ECTS	1 st Trim.		
MATHEMATICS	0 ECTS	1 st Trim.		

TOTAL (minimum) : 90 ECTS

COURSE PREREQUISITES

MSc COURSE (ELECTIVES)	PREREQUISITE
Advanced Strategic Management	Strategic Management
Financial Decision Making in a Business Context	Finance
Financial Innovation and Hedge Funds	Financial Derivatives
Innovation Management	Strategic Management
International Business Challenges	Strategic Management
International Industry Analysis	Strategic Management
Management Information Systems	Strategic Management
Managing in an International Context	Strategic Management
Risk Management	Financial Derivatives

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MASTER OF SCIENCE IN BUSINESS

2016/17

STUDY PLAN DEFINITION

The requirements for completing your MSc are provided below. [Student Affairs](#) can answer questions regarding the requirements and your study plan, but it is YOUR responsibility to ensure that you:

- a) understand all of the specific requirements to complete your MSc program;
- b) carefully **check in advance the timing** of the specific courses, workshops, and other requirements and **the number of required ECTS** overall and with regard to foundation courses, major courses, Leadership Lab workshops, and dissertation;
- c) have completed or have a plan to complete all requirements in order to ensure that you can defend your dissertation and graduate from the program on time.

TOTAL ECTS AND PROGRAM COMPONENTS

1. To complete the **MSc in Business program** a minimum of **90 ECTS** is required.
2. The program has the following components: Mandatory core courses (General Business Foundations), Free Electives, Leadership Lab & Research and Thesis Requirement.
3. The thesis can only be defended after all the other requirements of the program have been fulfilled.

NUMBER OF COURSES PER TERM

4. Register for **4 courses per term**. Note that a semester-long course occupies a slot in both terms. Workshops and Technical Modules are not included in this limit.

TECHNICAL MODULES

5. Students who did not follow an advanced level mathematics course in the last two years of high school and/or a mathematics course in their undergraduate degree are **required to take the Mathematical Analysis workshop**.
6. Students who have not taken a course in using Excel or extensively used Excel are **required to take the Excel Workshop**.

MSc PROGRAM CHANGE PROCESSING

7. If students ever wish to change from the MSc program they are enrolled in to another MSc program, they must make a Special Request through their personal area (e-SCA) as soon as possible (i) for this request to be duly analyzed by the Academic Direction of the MSc program they wish to join.

(i) Ideally no later than the end of the first semester of the program, so that expected program duration might be kept, if possible.

In the event of a positive answer from the Academic Direction, the change of program will be effective:

- if the root of the program (i.e., Management, Finance or Economics) remains unchanged: **immediately** processed by the Student Affairs and students will keep the same student number;
- if the root of the program (i.e. Management, Finance or Economics) changes: **after the end of the trimester** and students will receive a new student number [except if Special Request was submitted until the end of the first week of classes of the first (or second) trimester; in that case, the program change processing and subsequent attribution of a new student number may occur during the same trimester].

Please note that program change processing and tuition fee revision follow different time schedules. For more information about tuition fee revision, please refer to the section 6 of the Enrollment and Tuition Fees List.

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EXCHANGE SEMESTER (OPTIONAL)

8. In order to acquire a valuable international experience you may choose to spend your **third semester abroad** in one of CATÓLICA-LISBON's partner institutions (there will be some added [fees](#)). However, the exchange semester is not a mandatory requirement to complete the program.
9. Courses in which a student has failed (at Católica-Lisbon or abroad) do not appear in the final transcript. However, if the student takes the exchange semester and does not complete the **minimum requirement of 18 ECTS**, the Central Administrative Services will include in the final transcript a note about the fact that the student did not comply with the requirement of completing at least 18 ECTS during the exchange semester.
10. **Prerequisites** for an outgoing exchange program:
 - a) To have completed a **minimum of 42 ECTS** at CATÓLICA-LISBON during the first year of your Master;
 - b) During their exchange program abroad, students are allowed to take a maximum of 2 trimester-long Mandatory Courses or 1 semester-long Mandatory Course (i.e., a maximum of 7 ECTS of Mandatory Courses), subject to previous approval in both cases, though **we strongly encourage students to take all the Mandatory Courses** of their Study Plans at CATÓLICA-LISBON.
 - c) The mandatory course *Business Ethics and Social Responsibility* **must** be taken at CATÓLICA-LISBON.

THESIS SEMESTER

11. Students are expected to **write** their **thesis at CATÓLICA-LISBON** during the last semester of their program. During that semester, students are allowed to enroll in a **maximum of 2 courses per term**.

OTHER IMPORTANT INFORMATION

12. **Regular tuition fees** allow registration for a total of **67 ECTS in coursework at CATÓLICA-LISBON**. Since you normally only need 60 ECTS in coursework to obtain the degree, you will have a margin of 7 ECTS which can be used either for an extra semester-long course or two trimester-long courses.
13. In the event of having exceeded the maximum amount of 67 ECTS in coursework allowed in the MSc program, students will have to settle - prior to their thesis defence - the extra cost corresponding to the ECTS in excess, according to the following formula:
Extra cost = (number of ECTS in excess) × [ECTS monthly value of the student's MSc program (calculated on a semestral basis)] × 5 months (= 1 semester)
NOTE: *Should students have changed programs during their academic journey, the maximum amount of ECTS allowed as well as the ECTS monthly value to be considered will be the ones of the final MSc program students are enrolled in.*
14. A course/workshop/module can be cancelled if less than 13 students are enrolled.
15. Consider **course restrictions and availability** in each trimester/semester when registering, **especially for mandatory courses**. (see the list of courses offered per term [here](#)).
16. Design your study plan **in compliance with all of the above requirements and restrictions**.