COURSES on Offer

Namibia Business School (NBS) invites applications for the following short courses:

**Fundamentals of Finance for Non-Financial Professionals**
- **Duration:** 3 DAYS – 27-29 MAY 2015
- This course is one of NBS’ flagship programmes and is developed to address basic areas in Accounting for persons who are not working directly in a finance area but need to understand the basics like the Accounting Cycle; The Key Accounting Reports; Single/Double Entry Accounting; Debits/Credits; Reading Annual Reports and the Basics of Budgeting.
- **Venue:** Windhoek Country Club & Casino
- **Fee:** N$6 500-; (Includes Registration Fee, Course Pack, Tea/Coffee/Lunches)

**Business Writing Skills**
- **Duration:** 3 DAYS – 27-29 MAY 2015
- This course provides important tools to improve business writing skills (eg. Formal Letters, Proposals, Speeches etc).
- **Venue:** Windhoek Country Club & Casino
- **Fee:** N$4 500-; (Includes Registration Fee, Course Pack, Tea/Coffee/Lunches)

NBS offers a fresh approach to Executive Education - We provide pre-and-post course assessment as well as follow ups on action plans developed during training.

Contact us:
Taosoni !Noarises, Tel: +264 61 413504, exectraining@nbs.edu.na, www.nbs.edu.na
CRITERIA FOR ADMISSION

- A candidate must have a good relevant Level 8 Bachelor’s degree from the University of Namibia, or any other recognised University.
- Alternatively a candidate may present a relevant Post-Graduate Diploma OR an Honours degree from a recognized institution of higher learning.
- A candidate without a relevant Level 8 qualification will be admitted to the School’s Post-Graduate Diploma in Business Administration as preparation for the MBA.
- The level and nature of working experience will be criteria for selection, especially in the face of scarcity of places and in terms of creating a conducive learning environment drawing on real work cases.
- A prospective student maybe interviewed and assessed through a written test by the Business School before recommending his/her application to the relevant UNAM structures.

MODE OF DELIVERY

The Master of Business Administration (Finance) will be delivered full-time on a block-release basis augmented through the School’s e-learning platform. The minimum duration of the programme is eighteen (18) months.

YEARS OF THE PROGRAMME:

YEAR 1 (SEMESTER 1)
- Academic Writing for Post-Graduate Studies
- Advanced Business Ethics
- Business Research Methods
- Advanced Business Quantitative Methods
- Economics: Global & Firm level Perspectives
- Financial Reporting and Analysis Corporate

YEAR 1 (SEMESTER 2)
- African Financial Markets in the Global Economy
- Equity Investments
- Fixed Income
- Derivatives
- Alternative Investments
- Portfolio Management & Wealth Planning

SEMESTER THREE (3)
- Business Project in Finance

TUITION FEES AND COURSE MATERIAL

See NBS Website [www.nbs.edu.na] – Tuition Fees: N$66,500 [Excluding course material and textbooks]. Course material is made available on the NBS intranet platform only.