

ACADEMIC & EXECUTIVE



Center for Academic & Executive Learning

BIBF Business English Program (BEP)

The BIBF Business English Program (BEP) offers courses in Business English which develop language proficiency for the international business work place (for international business needs). Courses of study are offered at four levels: BEP 1 (entry), BEP 2 (Pre-Intermediate), BEP 3 (Intermediate), BEP 4 (Upper-Intermediate), successful completion of BEP 4 is a pre-requisite for entry to the BIBF Banking Studies Diploma. At each level, students must successfully complete an internally prepared, business needs oriented examination.

- Each Level is a total of 60 hours.
- Sessions are three hours.
- Sessions are held two days a week.
- Days are determined based on demand.
- Fees are BD 300/- for each level.

The BIBF Business English examinations are practical examinations that focus on the application of language in dealing with real-world business situations. Due emphasis is placed on the skills of reading, writing, listening, and speaking at each level.

Level 1 is aimed at an elementary level of competence and is intended for participants who require a wider grammatical background. They would still be involved in basic business communications and wish to develop those skills through better performance in sentence structure, format accuracy and content.

Level 2 is aimed at a pre-intermediate level of competence and is intended for people working in business or preparing for a career in business. BEP 2 is also designed to encourage the development of the skills required by students progressing towards BEP 3.

Level 3 is aimed at an intermediate level of competence and is intended for people working in business or preparing for a career in business. BEP 3 is designed to encourage the development of the skills required by students progressing towards BEP 4.

Level 4 is aimed at an upper-intermediate level of competence and, like BEP 3, is intended for people who are either already in business-oriented work or preparing to pursue such a career.

At all four levels, the material and tasks are aimed at candidates who have experience of, or are interested in entering, a range of business fields, including marketing, production, financial services and general office work.

University of Wales Validated Diploma Program 5th Batch September 2008 – 2009 intake

Bahrain Institute of Banking and Finance announced the admission of the fifth intake to the University of Wales Validated Diploma Program. The program started in September 2004 with 28 students, and the intake has increased year on year since then. The intake for September 2008 was 100 students, which is a record number of admissions to this highly sought after program.

On this program, students take a Foundation year, followed by two years of study at the prestigious Bahrain Institute of Banking and Finance. Upon successful completion of these three years, students receive an internationally recognised Diploma from the university of Wales and have the option of transferring to Bangor, UK to complete a Bachelor of Arts in Banking and Finance at the University of Wales.

The Academic & Executive Learning Center team at BIBF, headed by Dr. Mohammed Alkhozai congratulated students admitted to this program this year and wished them all the best in their studies on the University of Wales Validated Diploma Program.

BIBF Director, Mr. Garry Muriwai, congratulating the new students on their admission said, "We are very pleased with this prestigious program that is particularly designed for undergraduates who need a reputable International University qualification in the field of Banking and Finance. The program has proven to be very successful because it has attracted and is still attracting large numbers of applicants from various public and private schools in Bahrain."

Why a DePaul and BIBF MBA Program?

DePaul University of Chicago, with its top ranked part-time MBA programs in the U.S., joined hands with BIBF, the leading professional training institute in the Gulf Region, to offer a seventh intake of students for its Fall 2009 MBA program in Bahrain.

DePaul and BIBF offer the first resident MBA program for Bahrain and the Gulf Region and the first MBA program taught solely by U.S. faculty in the entire Middle East. Like BIBF which offers quality programs in countries around the globe, DePaul, with MBA programs in Bahrain, Taiwan and Czech Republic, brings its global experience to the Gulf Region.

DePaul's evening MBA program is ranked 6th among the largest part-time MBA programs in the world accredited by AACSB International, by U.S. News & World Report, for its 2008 guidebook.

MBA Program Structure

This is a unique 18 month program with courses offered in the evenings and on weekends. There are 18 courses in the program all of which are taught in Bahrain in-person by full-time Chicago-based DePaul faculty. This is not a distance learning program, although resources are available on-line.

Each course is taught in 2.5 week modules with approximately 2 weeks in between each course. No classes are held during August and on national or religious holidays.

Class sessions (excluding national and religious holidays) run as follows:

2 weekdays (6-9:30pm) and 3 alternate weekends, 5 hours long, 8am – 3pm. (Usually two Fridays and one Saturday)

Foundation of DePaul's MBA Program

DePaul University established the nation's tenth oldest business school in 1912. The Charles H. Kellstadt Graduate School of Business was established in 1949. DePaul enjoys an outstanding reputation based upon its past accomplishments, its current strengths, and potential for a very bright future. While its overall mission is to be a leader in the application and dissemination of knowledge, as it relates to business and its role in a global society, its primary objective is to be responsive to markets through innovative programs and research that address current issues and anticipate the future. Interesting to note is a Princeton Review Guide Survey of 59,000 students at 331 colleges and universities, which found DePaul students to be the happiest and most satisfied in the country. This is very clear testimony regarding the quality dimensions of the college's faculty and academic programs in support of its mission and educational objectives.

The 1st MBA graduation was held on January 28, 2003. Eleven of the twenty two graduates received their degree with "Distinction", The 2nd MBA graduation was held on March 9, 2004, and many received their degree with "Distinction". The 3rd MBA program graduated December 5, 2005, the 4th graduated 15, January 2007. The 5th cohort graduated in Oct 2008. The 6th cohort is now in session. and will graduate in October 2009. The 7th cohort commenced in January 2009.

Master of Science in Human Resource Management

DePaul University in cooperation with BIBF is pleased to provide a Master of Science degree in Human Resources through its highly ranked Kellstadt Graduate School of Business. The MSHR allows the flexibility to facilitate career changes into the HR from other functional areas in both the public and private sectors. It also is highly recommended for those already in the HR field who aspire to general and top management HR positions. Because an interdisciplinary background is appropriate for HR, a combination of courses in business and social sciences is useful. Employment of human resource professionals is expected to grow about 10 to 20 percent this decade.

The Kellstadt Graduate School of Business is fully accredited by AACSB International – The Association to Advance Collegiate Schools of Business. This is the twelfth year in a row that it has been ranked by U.S. News and World Report as one of the top 10 part-time business programs in the U.S.

The 12 courses in DePaul's MSHR will prepare you to take full advantage of various job and career - opportunities. Human Resources professionals help organizations to strategically meet workplace challenges including employee attraction and retention, diversity, the global economy, mergers and acquisitions, new technology systems, incentives for improving human performance, restructuring, employee ownership, total rewards and performance management. Some of the career opportunities available to individuals with educational preparation at the master's degree level include Compensation Consultant, Benefits Consultant, Trainer, HR Analyst, Recruiter, Labor Relations Professional, and HR Director.

With DePaul University's Master of Science in Human Resource Management, you can:

- Enter or advance in human resources or a related field.
- Prepare for joining professional bodies and societies of Human Resource Management such as the Arabian Society of Human Resource Management and the Bahrain Society for Training and Development
- Develop knowledge and skills in:
 - Core HR functions
 - Related areas such as managing people, psychology, law, and economics
 - Business or public administration functions

Curriculum

MGT500	Managing Effective and Ethical Organizational Behavior
MGT555	Strategic Management of Human Resources
MGT523	Recruitment and Selection
MGT525	Training and Career Development
MGT526	Compensation
MGT530	Leadership in Organization
MGT535	Change Management
MGT563	Negotiation Skills
ACC500	Financial Accounting
ECO509	Business Conditions Analysis
MRT555	Decisions in Marketing Management
MGT798	Performance MGT

(Course list is subject to modification)

Why Master of Finance (MSF)?

The Master of Science in Finance program provides an opportunity for highly motivated students to develop the skills necessary to understand modern financial markets, instruments and decision-making. The program is structured to develop financial management professionals with the knowledge and proficiency to:

- Create sophisticated solutions to financial problems
- Design and evaluate new financial instruments
- Leverage resources for optimal profitability and productivity
- Develop strategic financial objectives
- Seize new business opportunities
- Mitigate corporate risk
- Improve investment decision making
- Analyze technical financial material

MSF Program Structure

The program starts in January 2009 and runs for 15 consecutive months. August is the summer holiday, and December is the winter holiday. No classes are conducted in the holy month of Ramadan. Courses are offered once per month and run for 2.5 weeks. Students meet with DePaul professors three times per week: Two evenings (6-9:30pm) and mornings in 3 consecutive weekends from (8:00am to 3:00pm) Weekends are Fridays and Saturdays.

MSF Curriculum

Students complete the Master of Science in Finance by taking a total of twelve courses. Seven core courses are specified below, and three of the other five courses have been determined by DePaul based on appropriateness for the market need in Bahrain. The remaining two electives will be determined by DePaul University in consultation with BIBF.

7 Core Courses

ECO555	Economics for Decision Making
FIN555	Financial Management
FIN523	Investment Analysis
FIN524	Financial Statement Analysis
FIN553	Special Topics in Corporate Finance
FIN562	Derivatives and Risk Management
FIN617	Quantitative Methods in Finance

5 Elective Courses

FIN512	Commercial Banking
FIN551	Corporate Financial Policy Problems
FIN557	International Finance
2 Additional Concentration Courses	

Why Master of Science – Islamic Finance (MSIF)?

The Master of Science - Islamic Finance program provides an opportunity for highly motivated students to develop the dual knowledge and skills base necessary to understand modern conventional and Islamic financial markets, instruments and decision-making.

Complementing DePaul's existing reputation in Finance, BIBF has sourced globally recognized experts in Islamic Finance to deliver the Islamic Finance courses.

The program is structured to develop financial management professionals with the knowledge and proficiency to:

- Create sophisticated solutions to financial problems.
- Structure and evaluate new financial instruments for both Islamic and conventional institutions.
- Leverage resources for optimal profitability and productivity.
- Develop strategic financial objectives.
- Seize new business opportunities.
- Mitigate corporate risk.
- Improve investment decision making.
- Analyze technical financial material.
- Understand the technicalities of Islamic commercial and investment banking.

MSIF Program Structure

The MSIF degree is structured based on two specializations and hence includes topics to be covered in both the conventional finance stream and in the Islamic finance stream. These are given below:

Seven Finance Courses

ECO555	Economics for Decision Making
FIN555	Financial Management
FIN523	Investment Analysis
FIN524	Financial Statement Analysis
FIN512	Commercial Banking
FIN562	Derivatives and Risk Management
FIN662	Advanced Derivatives and Risk Management

Five Islamic Finance Courses

Islamic Economics, Jurisprudence and Ethics
Accounting, Governance and Auditing for Islamic Financial Institutions
Islamic Commercial Banking
Islamic Investment Banking
Islamic Treasury, Capital Markets and Risk Management

MSIF Curriculum

Students complete the Master of Science - Islamic Finance by taking a total of twelve courses as specified above. The program starts in March 2009 and runs for 15 consecutive months. July and August are summer holidays, and December is a winter holiday. There are no classes in Ramadan. Courses run for a maximum of 2.5 weeks. Students meet with DePaul professors three times per week: Two evenings (6-9:30pm) and one morning during 3 consecutive weekends from (8:00am to 3:00pm) Weekends are Fridays and Saturdays. The schedule for the Islamic Finance stream may vary slightly from the format stipulated.

Additionally, students will be required to attend the AAOIFI Annual Conference on Islamic Banking and the AAOIFI Annual Shari'a a Conference held during the year.