



INTERNATIONAL
HELLENIC
UNIVERSITY

FACULTY OF ECONOMICS AND BUSINESS

DEPARTMENT OF BUSINESS ADMINISTRATION

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Protocol Number: xxx
Place:xxx, date:xxx

THE DIPLOMA SUPPLEMENT

This diploma supplement model was developed by the European Commission, council of Europe and Unesco/ Cepas. The purpose of the supplement is to provide sufficient independent data to improve the international "Transparency" and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.) It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgments, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

1. FAMILY NAME(S):
2. GIVEN NAME(S):
3. DATE OF BIRTH – PLACE – COUNTRY:
4. STUDENT IDENTIFICATION NUMBER OR CODE:

2. INFORMATION IDENTIFYING THE QUALIFICATION

2.1 NAME OF QUALIFICATION AND TITLE CONFERRED IN ORIGINAL LANGUAGE:

Πτυχίο Οργάνωσης και Διοίκησης Επιχειρήσεων – Ptychio Organosis ke Diikisis Epichiriseon – Bachelor Degree of Business Administration.

Major field of studies: a) Economics and Finance, or b) Management and Marketing, or c) Information Systems and Operations Research.

Minor field of studies: a) Economics and Finance, or b) Management and Marketing, or c) Information Systems and Operations Research.

2.2 MAIN FIELD(S) OF STUDY FOR THE QUALIFICATION:

Business Administration

It refers to the knowledge area (04) "Business, Administration and Law" and the sub-area (0413) "Management and administration", according to the ISCED 2013 classification of UNESCO.

2.3 NAME AND STATUS OF AWARDING INSTITUTION:

Διεθνές Πανεπιστήμιο της Ελλάδος (ΔΙ.ΠΑ.Ε.), Δημόσιο Πανεπιστήμιο
Diethnes Panepistimio tis Ellados, Dimosio Panepistimio
International Hellenic University, State Institution

2.4 NAME AND STATUS OF INSTITUTION ADMINISTERING STUDIES: The same as in 2.3.

2.5 LANGUAGE(S) OF INSTRUCTION/EXAMINATION: Greek

3. INFORMATION ON THE LEVEL OF THE QUALIFICATION

3.1 LEVEL OF QUALIFICATION:

Undergraduate (Honours Bachelor's) Degree, 1st cycle

3.2 OFFICIAL LENGTH OF PROGRAM:

- Length in years: 4
- Weeks per year: 32 weeks of full-time studies in total (26 tutorial weeks plus 6 examination weeks)
- ECTS: 240

3.3 ADMISSION REQUIREMENT(S):

a) High School (Lyceum) Certificate/Baccalaureate and successful participation in the National (Panhellenic) entrance exams, or Secondary Technical Education Certificate, or Undergraduate Degree of the 1st cycle (for those possessing an undergraduate degree and entering with particular exams).

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED

4.1 MODE OF STUDY:

Full- Time

4.2 PROGRAM REQUIREMENTS:

The student completes his/her studies and is awarded the degree when he/she successfully passes 50 courses that bring 240 ECTS, as follows:

- 36 courses are core/ compulsory.
- 2 courses are English Language Courses; they take a grade "pass/ fail" and they are not counted in the final grade of the student.
- 8 courses are elective and provide specialization in the "major" field of studies.
- 4 courses are elective and provide specialization in particular domains. If they are all selected from the same branch, then they constitute the "minor" specialization of the student.

4.3 PROGRAM DETAILS, AND THE INDIVIDUAL GRADES/MARKS/CREDITS OBTAINED:

1ST SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	101	Principles of Business Administration	MFY	5		
2	102	Introduction to Accounting	MFY	5		
3	103	Statistics I	MFY	5		
4	104	Mathematics for Business Administration	MFY	5		
5	105	Introduction to Information Systems and the Digital World	MFY	5		
6	106	Business Communication	MFY	5		
7	107	Business English I	MFY	-		
Total				30		

2ND SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	201	Microeconomics	MFY	5		
2	202	Statistics II	MFY	5		
3	203	Databases	MFY	5		
4	204	Financial Mathematics	MFY	5		
5	205	Financial Accounting	MFY	5		
6	206	European Economic Integration	MFY	5		
7	207	Business English II	MFY	-		
Total				30		

3RD SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	301	Macroeconomics	MEY	5		
2	302	Human Resources Management	MEY	5		
3	303	Management Information Systems	MEY	5		
4	304	Financial Statements Analysis	MEY	5		
5	305	Marketing	MEY	5		
6	306	Research Methodology	MEY	5		
Total				30		

4TH SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	401	Quantitative Methods for Decision Making I	MEY	5		

2	402	Financial Management	MEY	5		
3	403	Logistics	MEY	5		
4	404	Sales Management	MEY	5		
5	405	Consumer Behaviour	MEY	5		
6	406	Public Relations	MEY	5		
Total				30		

5TH SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	501	Quantitative Methods for Decision Making II	MEY	5		
2	502	Entrepreneurship and Business Planning	MEY	5		
3	503	E-Business	MEY	5		
4		Elective Course – Major (1st)	ME	5		
5		Elective Course – Major (2nd)	ME	5		
6		Elective Course – Minor (1st)	ME	5		
Total				30		

6TH SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	601	Production Management	MEY	5		
2	602	E-Commerce	MEY	5		
3	603	Corporate Social responsibility and Ethics	MEY	5		
4		Elective Course – Major (3rd)	ME	5		
5		Elective Course – Major (4th)	ME	5		
6		Elective Course – Minor (2nd)	ME	5		
Total				30		

7TH SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	701	Quality Management	MEY	5		
2	702	Business Modelling	MEY	5		
3	703	Digital marketing	MEY	5		
4		Elective Course – Major (5th)	ME	5		
5		Elective Course – Major (6th)	ME	5		
6		Elective Course – Minor (3rd)	ME	5		
Total				30		

8TH SEMESTER

No	Code	Course Title	Course Type.	ECTS	Grade	Comments
1	801	Business Strategy	MEY	5		
2	802	Labour Relations	MEY	5		
3	803	Managerial Accounting	MEY	5		
4		Elective Course – Major (7th)	ME	5		
5		Elective Course – Major (8th) OR Bachelor Thesis*	ME	5		
6		Elective Course – Minor (4o) OR Placement **	ME	5		
Total				30		

* TITLE OF BACHELOR THESIS: ...

** PLACEMENT: has been performed in the company/ organization xxx, from ... to

4.4 GRADING SCHEME AND, IF AVAILABLE, GRADE DISTRIBUTION GUIDANCE:

According to the regulations the rating scale is in organised as follows:

- 8,5-10: Άριστα – Arista – Excellent
- 6,50- 8,49: Λίαν Καλώς – Lian Kalos – Very Good
- 5,0- 6,49: Καλώς – Kalos – Fair
- 0,0- 4,99: Ανεπιτυχώς – Anepitihos– Fail

The final grade of the degree is calculated as the weighted average of the grade in each course multiplied by the number of ECTS.

Note: The successful completion of a course is achieved when the grade is greater or equal to 5.00.

4.5 OVERALL CLASSIFICATION OF THE QUALIFICATION (IN ORIGINAL LANGUAGE):

Student's degree grade: 6.46: "Καλώς" – "Kalos" – "Fair" (*example*)

Overall average degree of all students: 6.5 (*example*)

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1 ACCESS TO FURTHER STUDIES:

The graduates of the Department are eligible to attend the second-cycle (postgraduate) studies.

5.2 PROFESSIONAL STATUS:

The graduates of the Departments of Business Administration do not require additional professional certification to be hired.

The graduates of the Departments of Business Administration can be hired in organizations of all types and sizes in the private and public sector to work in areas of their specialty and can evolve to any level for the organizational hierarchy.

6. ADDITIONAL INFORMATION

6.1 ADDITIONAL INFORMATION:

- ERASMUS+ study period (Country, Institute, period, year).
- Awards and distinctions (scholarships, etc.).
- Other additional information.

6.2 FURTHER INFORMATION SOURCES:

- Ministry of Education: <http://www.minedu.gov.gr/>
- International Hellenic University: <http://www.ihu.gr/>
- Department of Business Administration: <http://ba.ihu.gr/>
- Hellenic Authority for Higher Education: <https://www.ethaae.gr/el/>
- NARIC: <http://www.doatap.gr>

7. CERTIFICATION OF THE SUPPLEMENT

Date: Serres, 01 March 2021

Secretary of the Department

The Head of the Department

Official Stamp

Name

Name

7. INFORMATION FOR THE NATIONAL HIGHER EDUCATION SYSTEM

(i) Structure

In Greece the universities offer undergraduate and postgraduate programs, along with basic and applied research. Higher Education Institutes are self-governed legal entities under the Law, supervised by the state, mainly, through the Ministry of National Education. Greek educational institutes are entitled to formulate autonomous policies for achieving their specific educational goals and in fulfilling their mission. Greek Higher Education Institutes develop their own curricula, which are published in the Official Journal of the Greek Government.

The legislation (Law 3374/2005) on quality assurance in Higher Education, the Credit Transfer System and the Diploma Supplement defines the framework and criteria for evaluation of University departments and for the accreditation of student degrees. These measures aim at promoting student mobility and contributing to the creation of a European Higher Education Area, as this is defined by the Bologna Process. Higher education institutions are encouraged to set up their own internal quality assurance mechanisms to provide a sound basis for external evaluation. The aim is to combine institutional autonomy and accountability effectively within the national quality regulations framework. Each institution has the right to independent decision making and is therefore responsible for devising its own quality assurance system for assessing education and administrative and research functions, although general provisions are set out in the legislation.

(ii) State Agencies

The Hellenic Quality Assurance Agency (Elliniki Archi Diasfalis Poiotitas stin Anotati Ekpaidefsi) established by Law 3374/2005 works in close co-operation with the higher education community. It is responsible for the evaluation of study programs and institutions, review schemes, as well as organizing audits within a specified legislative framework. The evaluation standards developed by the agency are consistent with the criteria set out by the Association for Quality Assurance in Higher Education (ENQA).

The Hellenic Organization of Academic Degrees Recognition and Information (DOATAP) is member of the ENIC/NARIC network (European Network of Information Centres and the National Academic Recognition Information Centre). It is the competent agency for the recognition of foreign academic degrees outside the EU. It handles all issues concerning recognition to University and TEI Degree awards.

(iii) Access to Higher Education

Entry requirements for the High School (Lyceum) graduates to the Higher Education are based on the score attained at the National Level Exams. In addition, the Secondary Technical Education graduates can enter in Technological Educational Institutes under particular conditions.

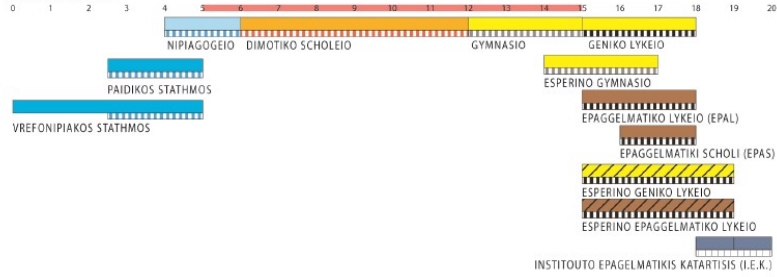
(iv) Qualifications

Higher Education graduates are awarded a “Ptychio” (degree of first cycle of studies) which leads to employment or further studies at post-graduate level. First cycle programmes last from four years for most fields to five years for engineering and certain other fields of science and six years for medicine.

Detailed description of the Greek Education System is offered in EURYDICE, <http://www.eurydice.org>.

Greece

Age of students



Programme duration (years)



Source: EURYDICE, The structure of the European education systems 2012/13