Distance Learning

PROGRAMS OF STUDY
About American College

American College is a leading higher education institution located in Nicosia, the capital of Cyprus. Cyprus, a member state of the European Union, is an island which lies at the crossroads of Europe, Asia and Africa. Founded in 1975, the College, is one of the oldest higher education institutions in Cyprus. American College is registered with the Cyprus Ministry of Education and Culture and it offers a wide range of accredited programs of study. Our programs are modelled on American and European higher education and they are recognized nationally and internationally. The vast majority of our programs are offered in English.
In recent years the advent of the internet and widespread use of the computer has led to a huge growth in distantly delivered tuition and study. Distance learning is a way of learning remotely without being in regular face-to-face contact with an instructor in a classroom. Our distance learning programs require no physical presence of the student (no mandatory classroom attendance or face to face interaction). Our programs are provided worldwide without any geographical restrictions or time constraints. They offer students the flexibility of studying from anywhere (home or from any other location) and at any time of the day over the internet. All students need to have, is a computer with access to the internet.

Our distance learning programs target young and mature students and they are adapted to their needs. Our programs are delivered by utilizing state-of-the-art asynchronous and synchronous learning tools based on modern distance learning educational methodologies. The learning activity and the preparation of the students for each course assessment are the core of our programs. In terms of the course assessment, students are required to complete homework and take a comprehensive written examination in their residence country.
In our distance learning programs each instructor is in charge for the structure, the content, the design and elaboration of the learning activities for a course. Each instructor carefully organizes the learning resources of his/her courses such as educational materials expressly designed to support and convey the course content and other types of documents and tools, whether text or multimedia; taken from the web or created by him/herself or other instructors. How the course is designed varies with the instructor and the course. The instructor of a course is the person in charge for the assessment of the students enrolled in his/her courses and he/she is responsible to monitor the learning progress of these students.

The students’ course experience is managed through a distance learning platform, a single robust, secure and integrated system, designed to create personalized learning environments. Students log in the platform by using their browser and a username and a password provided by our College. Through this platform they access all the necessary information, learning resources, submit assignments, interact with the instructor and other students enrolled in their course and watch live online lectures. The instructor of a course is responsible for the management of the platform related to a particular course.

Students spend more time working on their own in a distance learning program. The time they would have spent on campus in a traditional course is replaced with activities such as live online lectures, real-time communication with the instructor and other students, additional reading, writing, watching a presentation and participating in online discussion boards. The instructor of a course is responsible for the management of the platform related to a particular course.

Our distance learning programs are delivered with the use of asynchronous and synchronous learning tools. Asynchronous learning tools include reading and watching learning materials provided by the instructor or found in the online library, email interaction with the instructor of the course and other students enrolled in the course and participation in online discussion boards. An important element that enhances the learning experience of the students enrolled in our distance learning programs is the opportunity to attend live online lectures. The live online lectures along with private chat, private web conference and telephone communications with the instructor and other students and participation in live chat rooms constitute the synchronous learning tools used in the delivery of our programs. We believe that frequent and direct interaction with the instructor of a course is fundamental for the learning process. In addition, the live online lectures are recorded and stored and can be played back by a student at any time.

In the delivery of our distance learning programs we place special emphasis on exchange of opinions and ideas among the students and between the students and the teaching staff. This takes place for example while students do group assignments or participate in online discussion boards and live chat rooms. Such group activities allow students to interact with other students from the same or different industries, other countries and cultures, learn from each other and gain new perspectives. The collaborative construction of knowledge combines personal experience, group research processes and knowledge management.

All the instructors of our distance learning programs have a long experience in higher education teaching and research. Moreover, they were trained in using synchronous and asynchronous distance learning tools, preparing and organizing distance learning material, activities and communication. Their scientific background in their academic field, their knowledge in distance learning delivery along with the state-of-the-art learning tools we use, the up to date and comprehensive learning material we provide and the modern learning methodologies and assessment we apply guarantee the high quality and reliability of our distance learning programs of study.
Online Learning Resources

All our distance learning students gain access to the College online learning resources. Our resources consist of thousands of high-quality scholarly books and millions of citable journal, magazine and newspaper articles on various subjects. The College online learning resources offer quality sources selected by librarians and approved by professors, many of which are peer-reviewed.

Assessment

Each course is assessed through homework during the teaching period of a course and a written examination following the end of the teaching period.

Homework
As part of each course students are expected to execute in time all their homework. Homework includes projects, assignments and/or essays. The instructors provide students with the requirements and the submission deadline (date and time) of the homework well in advance. After homework is handed in by the student, the instructor marks the homework and returns it to the student along with his/her comments. The homework serves to motivate students to work sufficiently throughout the teaching period towards meeting the expected learning outcomes of a course, provide feedback to them (as part of the learning process) and prepare them for the examination.

Examination
After the teaching period is over students take a comprehensive written examination for each course. The examination requires the physical presence of the student and it takes place in the student’s residence country at an examination center approved by our College at a date and a time announced to students well in advance. Students may take the examination, if they wish, at the College. Soon after the examination is over the teaching staff of the College mark the examination scripts and the examination results are released.
It is a known fact that employers now seek managers who are perceptive, thoughtful and flexible to manage their internal environment, because of the dynamic transformation through which the modern business environment is undergoing. Employers look for managers who are pro-active, versatile and have the knowledge and skills to explore new markets and opportunities; these facts were taken into consideration while designing our distance learning Master in Business Administration (MBA) program. We have succeeded in creating a dynamic program which combines theory and practical knowledge, and sharpens students’ analytical and critical skills in making strategic, data-driven decisions.

The MBA program of the American College aims at providing a highly-competitive education in management issues that will ultimately equip future managers to solve complicated problems and implement creative concepts in their work environment, which will benefit their organization. The American College MBA will help you to develop a range of appropriate and valuable skills and competencies that will fully prepare you to be competitive in today’s dynamic global environment.

**Admission criteria**
Applicants for a postgraduate program of study (Master Degree) must fulfill the following admission criteria:

- A recognized Secondary (High) School Leaving Certificate (i.e. 12 or 11 years of education depending on the country of origin) or equivalent qualifications (e.g. GCE “A” levels).
- A recognized bachelor degree or equivalent qualifications.
- English language proficiency
Students must provide proof of English language proficiency such as one of the following or an equivalent qualification:

  a) An average grade of 5.0 in the IELTS examination.
  b) A score of at least 61 in the TOEFL Internet Based Test (TOEFL iBT).
  c) A grade of “C” or higher in the GCSE O level / IGCSE English Language examination.
  d) A Secondary (High) School Leaving Certificate or equivalent qualifications where English was the language of instruction.
  e) A degree or a higher education qualification of at least 2 year’s duration where English was the language of instruction.

In case you do not possess one of the above qualifications but you are in possession of another qualification you may ask the Office of Admissions if your qualification is considered as an equivalent to any of the above qualifications.
Aims and Objectives
The MBA program aims at:
1. Preparing managers of high quality who will meet today’s complex and multidimensional work environment.
2. Developing the necessary skills for operating efficiently an organization.
3. Developing managers who will be able to integrate the concept and tools of management with the realities of their own business environment.
4. Fostering innovative entrepreneurs and creative business leaders with the vision and the skills to turn vision into reality.

MBA Core Courses
ACC671 Financial and Managerial Accounting (6)
ECO671 Managerial Economics (6)
FIN671 Financial Management (6)
MAR671 Marketing Management (6)
MGT671 Operations Management (6)
MGT672 Human Resource Management (6)
MGT673 Organizational Behavior (6)
MGT674 Quantitative Methods for Business (6)
MGT675 Strategic Management (6)
MGT676 Business Research (6)

MBA Electives Courses
FIN672 Multinational Business Finance (6)
FIN673 Investments (6)
MAR672 Consumer Behavior (6)
MAR673 Strategic Marketing (6)
MGT677 Business Ethics (6)
MGT678 Managing Corporate Change (6)
MGT679 Labor Relations (6)
MGT680 Leadership and Innovation (6)

Thesis
MGT681 Thesis (18)

Credit Requirements
The program requires a minimum of 90 ECTS credits as follows:

<table>
<thead>
<tr>
<th>Course Type</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA Core Courses</td>
<td>60</td>
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<tr>
<td>MBA Elective Courses</td>
<td>12</td>
</tr>
<tr>
<td>Thesis</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>90</strong></td>
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</tbody>
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Students are required to complete a thesis and they are allocated a supervisor who provides guidance through the distance learning tools described above (including live online lectures, private web conference and telephone communications) throughout the execution of the thesis. Supervisors act as a point of reference throughout the thesis period, advise on content aspects and generally give students feedback on their progress. All theses have a deadline for submission. When the thesis supervisor decides that the thesis has been completed, he/she organizes the oral presentation of the thesis. The thesis presentation which is compulsory takes place via a private web conference.

The number of credits each course is carrying is indicated in the parenthesis following the course title.
Contact us

Application forms and any other admission information may be obtained from the College website or the Office of Admissions (see contact details below). In addition, you may contact the Office of Admissions to arrange a campus visit.

Office of Admissions
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