Business Administration

Bachelor of Arts in Social Sciences

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HEAD OF INTERNATIONAL MARKETING

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## Programme details

<table>
<thead>
<tr>
<th><strong>Title</strong></th>
<th>Business Administration</th>
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<tbody>
<tr>
<td><strong>Level</strong></td>
<td>Bachelor’s</td>
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<tr>
<td><strong>Degree</strong></td>
<td>Bachelor of Arts in Social Sciences</td>
</tr>
<tr>
<td><strong>Language</strong></td>
<td>English</td>
</tr>
<tr>
<td><strong>Duration</strong></td>
<td>3 years</td>
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<tr>
<td><strong>Credits</strong></td>
<td>180 ECTS</td>
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<tr>
<td><strong>Study form</strong></td>
<td>Full-time regular studies</td>
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<tr>
<td><strong>Tuition fee</strong></td>
<td>3400 EUR/year</td>
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<tr>
<td><strong>Study places</strong></td>
<td>25</td>
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<tr>
<td><strong>Scholarships</strong></td>
<td>5 tuition waivers</td>
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</tbody>
</table>
Why Business Administration?

The only university in Estonia (& Baltics) that belongs to the **TOP 300 best universities in the world** in the field of Business & Economics

Extensive **practical learning** (internships, company visits, lectures by industry specialists etc.)

Develop **your own startup** or company with the help of UT IdeaLab and attend various business events in the region

**Start your career** or continue at master’s level
Current students

- 77 students:
  - 61 international students
  - 16 Estonians

International students are from USA, Azerbaijan, Egypt, Ukraine, Georgia, Vietnam, Russia, Uzbekistan, Moldova, Latvia, South Korea, Kazakhstan, Netherlands, Austria, Bangladesh and Belgium.
**Curriculum structure (120 ECTS)**

- **Obligatory Base Modules (48 ECTS)**
  - Fundamentals of Business (24 ECTS)
  - Economics Methodology (24 ECTS)

- **Narrow Field Modules (48 ECTS)**
  - Business Environment (24 ECTS)
  - Management (24 ECTS)

- **Specialisation Modules (48 ECTS)**
  - Finance and Accounting (24 ECTS)
  - Marketing and Management (24 ECTS)

- **Electives & Optional Courses**
  - Elective Modules (12 ECTS)
  - Optional Courses (0-12 ECTS)

- **Graduation Exam (12 ECTS)**
  - Graduation Exam (6 ECTS)
  - Bachelor Seminar (3 ECTS)
  - Research Paper (3 ECTS)
Obligatory Base Modules

Fundamentals of Business:
• Principles of Entrepreneurship I & II
• Practical Training
• Project Management
• Introduction to International Business Law
• Basics of Business Ethics
• Business Communication

Economics Methodology:
• Quantitative Methods in Economics
• Microeconomics
• Introduction to Mathematical Economics
• Statistical and Econometric Methods
• Research Methods in Business and Economics
Narrow Field Modules

Business Environment
• Global Economy
• Institutional Economics
• Business Environment in the Baltic Sea Region
• Economic Policy
• Macroeconomics

Management
• Financial Management
• Principles of Management
• Accounting
• Total Quality Management
• Marketing
Specialisation Modules

Finance and Accounting
- Corporate Finance and Investments
- Financial Accounting
- Managerial Accounting
- Banking

Marketing and Management
- The Basics of Innovation
- Human Resource Management and Organization Behaviour
- Strategic Management
- Marketing Management
- Asia and Pacific Business
Elective Modules

Public and Third Sector Marketing
Teams in Organization
Diversity Management in Multicultural Virtual Teams
Introduction to Programming
Introduction to Studies
Developing Social Enterprise

Optional courses 0-12 ECTS
Extracurricular activities

- Idea Lab
- sTARTUp Day conference
- AIESEC
- Various open lectures
- Your own startup? 😊
Deadlines

**International students:**
- Application period: Jan 2 – April 15
- Results: June 15

**Estonian students:**
- Application period: Feb 1 – April 15
- Results: June 15
Admission details

• **Entry requirements:**
  - secondary education (must be obtained by the end of July)
  - English language proficiency

• **Admission score:**
  - the state exam result/final grade in Mathematics (yields 40% of the final score)
  - the score of the motivation letter (yields 60% of the final score)
Application process

International students:
1. Submit the online application
2. Send documents by post if you are accepted or if it’s required by the university

Estonian students:
1. Online application in SAIS
Documents to submit

**International students:**
1. online application
2. motivation letter
3. official copy of the secondary school certificate and grade list in the original language (must include description of the grading scale)
4. official translation of the secondary school certificate and grade list into English, translation certified
5. proof of English language proficiency
6. copy of the passport page stating the applicant’s personal particulars
7. confirmation/receipt of application fee payment (50 EUR)

**Estonian students:**
1. motivation letter
2. proof of English language proficiency

NB! If you graduate after the deadline – you must submit your latest results from high school.
English tests

1. TOEFL (iBT) – min 75, the report must be sent to the University of Tartu directly from the Educational Testing Service.

2. IELTS (academic) – min 5.5 and no part can be below 5.5. Copy of the test result is accepted as it will be verified online by the university.

3. Cambridge English: First (FCE) – min 160; Advanced (CAE) or Proficiency (CPE)

4. Pearson Test of English Academic (PTE Academic) – min 59

5. Finnish ylioppilastutkinto In English, long course – graded at least magna cum laude approbatur (M) 5

6. English language test offered by the University of Tartu. Minimum B2 level is required.

7. Estonian state exam in English - minimum required result is B2 level (for exams taken in 1997-2013 66 points or higher).

8. Russian Federation’s state exam in English (edinõi gosudarstvennõi eksamen) – minimum required score is 75 points
Motivation letter

• **In English**, maximum of **4600 characters with spaces**

• **Points to describe:**
  - your objectives and motives to study BBA
  - why you choose the UT as a study place
  - linkages between your previous studies and/or if relevant also of your work experience and BBA
  - your career perspectives after completing BBA
  - how you are planning to finance your Bachelor’s studies in Tartu
  - provide other relevant information that you consider we should know about you or your studies

• **Evaluation criteria:**
  - reasoning in describing the objectives and motives to study in the programme (max 40 points)
  - linkages between earlier studies and/or work experience and the Business Administration programme (max 20 points)
  - argumentation skills (max 40 points)
  - extra 5 points for SAT test in mathematics (level 1 or level 2) or GMAT test in mathematics
New study building in 2020: https://www.uttv.ee/naita?id=25804
See you in autumn 2019!
tartuuniversity
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