Welcome to the first agent update of 2005.

The start of 2005 has been very sad for many of our colleagues and our sympathy is extended to those who have friends or family affected by the devastating Indian Ocean tsunami on 26 December 2004.

1. INTRODUCTION OF EMPLOYMENT EXPERIENCE REQUIREMENT FOR MBA AND RELATED COURSES

The main purpose of this update is to advise of the introduction of a work experience requirement for admission to the following courses:

- Master of Business Administration (Advanced)
- Master of Business Administration
- Graduate Diploma in Business Administration
- Graduate Certificate in Business Administration

The new entry requirements have been included in revised Faculty of Commerce postgraduate entry requirements, available on the UOW Representatives website at:


All offers issued and dated from Monday 17 January 2005 must conform to the new requirements. A summary of the changes is provided below:

i) Applicants now MUST have relevant employment experience to gain entry to any of the suite of Business Administration courses listed above.

ii) Duration of employment experience required: minimum of 2 years full-time for MBA (Adv), MBA and GCertBA. Minimum 3 years full-time for GDipBA if applying on basis of ‘other academic qualifications’.

iii) Applicants must complete an Employment History Form and submit it with their application for admission. The form will be available within the next few days on the ‘download applications’ website shown; (in the meantime a copy is attached for your reference):


iv) The work experience must be supervisory or managerial in nature and substantiated by certified documentary evidence from the employer as outlined on the form itself. You may continue to make offers to these programs but take extra care to ensure that:

- the applicant’s employment experience is in fact of managerial or supervisory level (not just administrative or technical work experience);
- all supporting documentation has been provided and appropriately certified.

If you are unsure if the work experience is of sufficient standard, please consult with your country Admissions Officer:
v) The work experience requirement also applies for new applicants from other courses seeking a package offer with the MBA, for example MIB + MBA. Such packages can now only be made if the student meets the work experience requirement. For an example of wording to be used on offers to indicate the possibility of progression to the MBA from other approved courses, please see the revised comments for the MIB on page 3 of the new Commerce admission requirements.

Informatics and Engineering delegations will be updated in the next week to reflect the appropriate notes to be used on offer letters to other courses articulating to the MBA, for example Master of Engineering Management, MITM etc (see list in “Articulation” section below).

**Articulation**

Students enrolling in 2005 in the courses below whose offer letter is issued on or before 16 January 2005, will be permitted to articulate to the MBA/MBA(Advanced) without needing to meet the work experience requirement:
- Master of International Business
- Master of Science (Logistics)
- Master of Information Technology Management
- Master of Engineering Management
- Master of Engineering Practice
- Master of Nutrition Management
- Master of Science (Nutrition Management)
- Master of Education (Educational Leadership)
- Graduate Certificate in Business Administration
- Graduate Diploma in Business Administration

To ensure that students in the above articulation cohorts are identified in our records system as not requiring work experience, please forward to UniAdvice by 17 February 2004 a copy of all offer letters for the above courses dated up to 16 January 2005.

**Rationale**

MBA programs have traditionally been for people with management or employment experience who want to develop their careers as managers. Most universities require work experience for entry to the MBA, so the introduction of this requirement at UOW brings us in line with other institutions and also with the market perception of what a good MBA program should require of its applicants. Feedback suggests that many students have viewed the lack of work experience in our entry requirement as being a negative factor when considering whether to come to UOW. While the transition to the new requirements will require adjustment in admissions and marketing practice, the change is a positive long-term step, particularly in helping to position the MBA as among the best in Australia and improving the overall standard of students enrolled.

Thank you for your assistance in implementing these changes and counseling your students accordingly.