

## Advanced Certificate in Business Administration (ACBA)

To cater the need of changing business environment, Institute of Business Administration (IBA), University of Dhaka is offering a regular certificate program: Advanced Certificate in Business Administration (ACBA). The program is particularly suited for business executives and managers who wish to update their knowledge base and keep themselves updated with the best practices in management are also welcome. The ACBA program consists of seven modules, which are:

- Module 1: Managerial Communication
- Module 2: Accounting for Decision Making
- Module 3: Marketing in Changing Environment
- Module 4: Managerial Finance
- Module 5: Managing HR for Excellence
- Module 6: Managing Operations and Projects
- Module 7: Strategic Planning and Leadership

### Program Schedule

Each module will be taught over three weeks (Fridays and Saturdays only) and total six months will be required to complete the entire program. Classes of Batch-19 will start tentatively from July 05, 2024. Classes will be held at IBA premises as per following tentative schedule:

Fridays : 10:00 am – 12:30 pm  
Saturdays : 10:00 am – 12:30 pm  
                  2:00 pm – 4:30 pm

### Eligibility Criteria

Prospective candidates must fulfill the following criteria for admission:

- Bachelor's degree (with a minimum 2nd class or CGPA 2.00 out of 4.00) in any discipline; and,
- At least 5 (five) years of work experience with reputed organization(s).

### Admission Procedure

Eligible candidates are invited to submit their applications through <https://mdp.iba-du.edu>. The last date of application for Batch-19 is **Wednesday, May 29, 2024**.

Only shortlisted applicants will be called for the assessment test on a rolling basis.

### Key Resource Persons

The resource persons for the program comprise faculty members from IBA, University of Dhaka and other reputed business schools of home & abroad. Leading practitioners from relevant industry will also conduct sessions.

### Certification

Performance of the participants are evaluated with continuous assessment components including a final examination for each of the modules. In order to sit for the final examination, the participants must attend minimum 70% classes in each module. At the end of successful completion of a course, participants will be awarded certificates to be issued by the institute.

### Contact Details

For application and information, please contact:

#### Management Development Program (MDP)

IBA, University of Dhaka, Dhaka 1000

Cell: 01726885329 or 01766993390

E-mail: [acba@iba-du.edu](mailto:acba@iba-du.edu)

Website: [www.iba-du.edu](http://www.iba-du.edu)