



Graduate Studies in INTERNATIONAL BUSINESS

Schmalenbach
Institut für Wirtschafts-
wissenschaften

Fakultät für
Wirtschafts- und
Rechtswissenschaften

Technology
Arts Sciences
TH Köln

Impressum:
Technische Hochschule Köln – TH Köln
Gustav-Heinemann-Ufer 54
509678 Köln

Herausgeber:
Studiengangsleitung International Business Master

Situation at: 22 October 2019

Picture Credits and Copyright Information

Page 1, 15 and 20: TH Köln Press Office and Marketing Departments (www.presse.th-koeln.de)
Pages 5,6,9,13,14,17 and 18: Marion C. Schmidt
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Page 8: Thilo Schmülgen
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Master of Arts in International Business

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I. Studying in Cologne and at TH Köln

Located in the state of North Rhine-Westphalia, the city of Cologne is one of four cities in Germany with a population over one million. One of Europe's most multicultural cities, seventeen percent of Cologne's population are foreigners. Many international companies, institutions and organizations are found in the city, particularly from the media and pharmaceutical sectors. Cologne is part of a cluster of large cities, the so-called Cologne-Bonn-Düsseldorf-triangle. Public transport infrastructure is excellent, providing a dense network of busses, subways, trams, trains and four airports within an hour of the city. This constellation renders many work and internship possibilities for the local and international student population.



International Business undergraduate and graduate students on a field trip to the German Stock Exchange in Frankfurt am Main.

The Technische Hochschule Köln (TH Köln) was founded by merging nine institutions for higher education in 1971. TH Köln is the largest university of applied sciences (*Fachhochschule*) in Germany. TH Köln emphasizes a practical curriculum, aligned with the latest developments in science and industrial trends, knowledge and technology in equal parts. All teaching staff, be they professors or assistant lecturers, satisfy the highest academic and pedagogic standards. As a distinctive feature, teachers at universities of applied sciences have at least five years of senior management experience in companies in addition to excellent academic credentials. This provides a unique curricular combination of theoretical and application oriented approaches. TH Köln is a member in a network of universities of applied sciences in Germany, UAS 7, with offices in New York City, United States of America and Rio de Janeiro, Brazil.

TH Köln has four locations: Campus *Südstadt*, Campus *Deutz*, Campus *Leverkusen* and Campus *Gummersbach* (60 km from Cologne). The university has eleven departments (called faculties), 19.500 students and 450 professors in ninety majors. Currently 2.600 students are enrolled at Faculty of Business, Economics, and Law (or Faculty 04). The Faculty consists of two institutes: the Schmalenbach School of Business and Economics and the Institute for Insurance Studies.

All IBMA classes are held in the Humanities Centre (*Geisteswissenschaftliches Zentrum, GWZ*) at Claudiusstrasse 1, one of three main buildings at Campus *Südstadt*. The building at Claudiusstrasse is over one hundred years old and quite charming. It is referred to as the "Old University".

Many leisure activities are available within walking distance or a few minutes by bus or tram of Campus *Südstadt*. Students often sit on the lawn at *Römerpark* or take a walk along the windy Rhine promenade

between classes. Both places are just across the street from GWZ, and many cafés, bars and restaurants can be found in the surrounding area. A café and a dining hall run by the *Kölner Studentenwerk* (www.kstw.de; which also runs the student dorms in Cologne) provide a variety of hot and cold drinks, snacks, salads and warm meals. Other basic infrastructure, such as the library (https://www.th-koeln.de/hochschulbibliothek/hochschulbibliothek_3862.php), a second dining hall and TH Köln International Office (https://www.th-koeln.de/internationales/international-office_1986.php) can be found either at GWZ or in the TH Köln building at *Ubierring 40*, just down the road from GWZ.



The GWZ as seen from the Römerpark.

Studying at TH Köln and in the IBMA Program is tuition-free. However, students pay a fluctuating semester fee of approximately € 250, which includes a public transportation ticket valid throughout the semester and on all buses, subways, trams and regional trains in all of North-Rhine Westphalia. Through this fee students can also participate in all sports courses (with few exceptions) offered by all institutions in the Cologne higher education network.

Infrastructure at TH Köln and Schmalenbach School of Business and Economics

Attending seminars and lectures in an old building by no means implies receiving an old-fashioned education. State of the art facilities include free wireless internet for students on all campuses, three computer labs, one of which is exclusively for student use during buildings open hours, and available printing, copying and scanning equipment (www.campus-it.th-koeln.de). All lecture halls are equipped with beamers, some of which have permanent sound systems and microphones. Notebooks, netbooks, portable beamers and other technical equipment (such as video or photo cameras) are available for students at the Faculty's Service Center. TH Köln lecturers work with an e-learning platform named ILLIAS (<http://ilias.th-koeln.de>), which is also the platform where students register for their courses. On TH Köln examination service platform, PSSO (<https://pso.th-koeln.de/qjserver/rds?state=user&type=0>), students can download transcripts, order certificates of matriculation and register for exams.



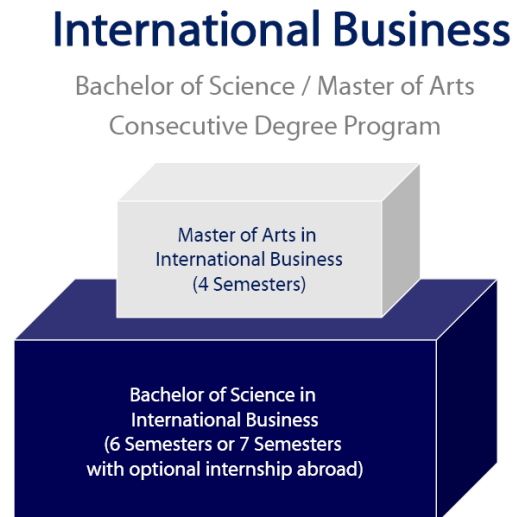
Seminar with guest lecturer in GWZ.

II. Our International Business Programs – An Outline

Bachelor's and Master's Programs in International Business at the Faculty of Business, Economics and Law

Aims and Objectives

The International Business bachelor and master programs provide students with fundamental knowledge and skills in the fields of economics and business administration. Special focus is placed on important international aspects. Thus, students will learn how to solve complex problems in international business innovatively and proficiently as well as to implement solutions in an adequate and sustainable manner. The International Business program consists of two stages: a three-year Bachelor's program and a two-year Master's program. Both programs are designed to integrate up-to-date knowledge with relevant inter-personal and foreign language skills and include a compulsory semester abroad. Upon completion of the program, students are awarded the Bachelor of Science and Master of Arts degree in International Business respectively.



Bachelor's Program

The Bachelor Program prepares students for the demands of globally operating companies and qualifies them for entry-level positions in those businesses. Coursework includes seminars in general economics and business administration, international business and international relations, and personal skills. Students are awarded the Bachelor of Science degree in International Business after completing 180 credits (European Credit Transfer System, ECTS). IB Bachelor students may also opt for an optional internship abroad worth 30 ECTS and complete their degree in seven semesters with 210 ECTS.

Master's Program

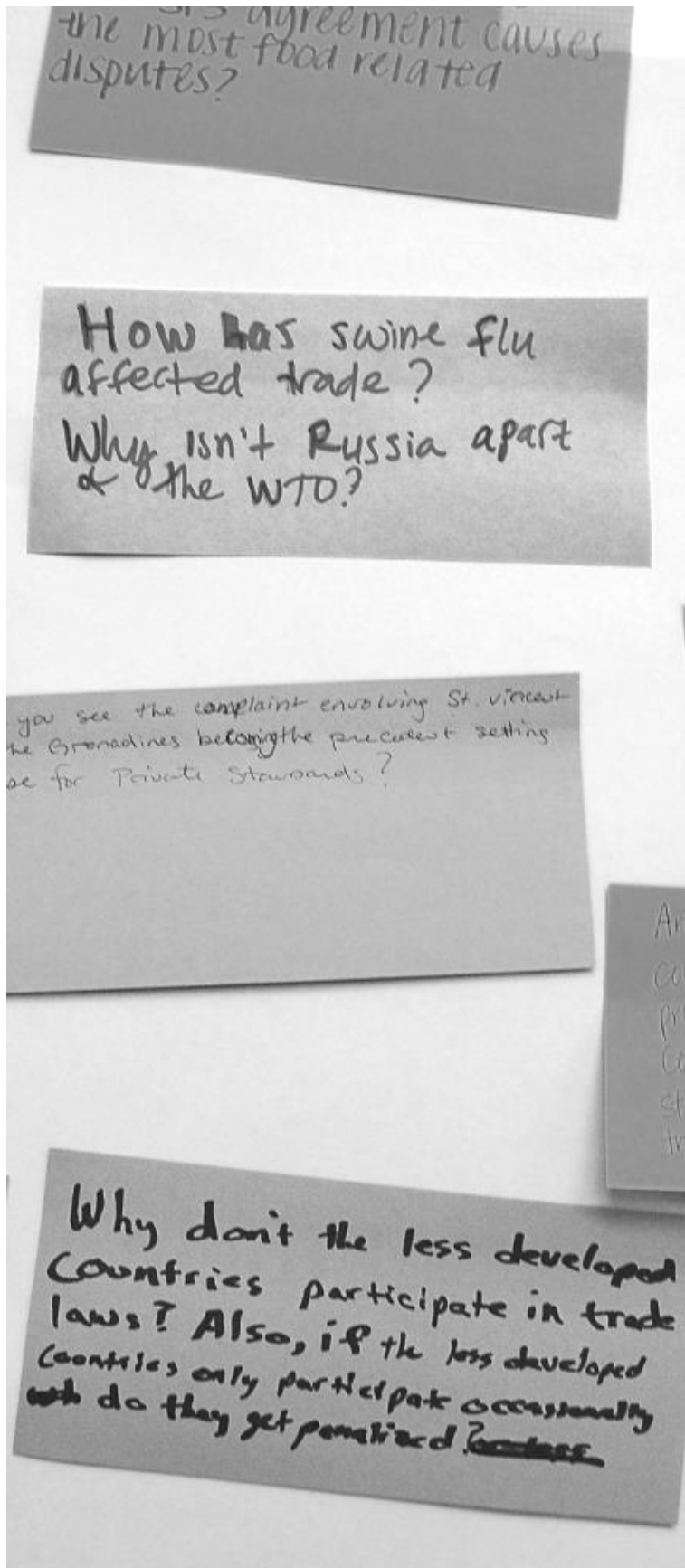
The IBMA provides options for students to expand their knowledge gained during previous studies in international business on the undergraduate level and any professional experience they might have gathered thereafter. IBMA Graduates will be qualified for leadership positions in internationally operating companies and organizations and especially knowledgeable in the field of international strategic management. By means of specific coursework and a mandatory semester abroad, they gain the skills and understanding necessary to manage cultural diversity. Coursework includes seminars in international strategic aspects, methods, and inter-personal skills. After completion of 120 credits (ECTS), students are awarded the Master of Arts degree in International Business, qualifying them to pursue studies on the PhD level.

Characteristics

Our International Business programs put special emphasis on small classes and a low student-teacher ratio. Both programs emphasize independent work, intensive practice through case studies, and project work. Classes are held Monday through Saturdays, both during the day and in the evening. IBMA students spend their third semester abroad; the undergraduate students are abroad during their fifth semester, rendering foreign language skills indispensable. Applicants prove adequate fluency in both English and German prior to admission to the Bachelor Program and fluency in English for IBMA. Students can learn German at the TH Köln Language Centre (*Sprachlernzentrum*) (included in the semester contribution fee; does not include intensive language courses prior to the beginning of lectures).

III. Master of Arts in International Business at TH Köln

Why International Business?



Questions from a workshop at the WTO headquarters.

Changes in the political and economic framework such as globalization and internationalization of markets, growing capital export, relocation and spin-offs have increased the demand by companies for young, qualified, internationally experienced university graduates to confront challenging tasks. Through its IBMA, TH Köln offers a degree tailored to meet these needs. The two-year program is designed to integrate up-to-date knowledge with relevant personal and methodological skills. IBMA offers future graduates an opportunity to gain extensive knowledge in the fields of economics and business administration with focus on relevant international aspects. Students learn to solve complex problems in international business innovatively and proficiently as well as to implement these solutions in an adequate and sustainable manner.

International Orientation

IBMA has a strong international orientation. In addition to fluency in English, IBMA students must have at least basic skills in another foreign language (this could be German or any other language). International exchange students from TH Köln's partner institutions add to IBMA's multicultural atmosphere. These students attend IBMA courses while studying in Cologne, provided they are graduate students at their home university.

Hands-on Approach

The IBMA Program offers a hands-on approach, and scientific methods and findings taught in seminars and lectures have a strong practical focus. Problems are discussed in order to find solutions requiring in-depth knowledge of both scientific methods and structures.

Career Opportunities

IBMA Graduates are qualified for leadership positions in internationally operating companies and organisations with a special focus on international strategic management. IBMA coursework and the mandatory semester abroad, endow IBMA graduates with the skills and knowledge necessary to manage cultural diversity in the globalized system.

Our Master's Program: International Education in a European Context



Students descending the historic stairwell at Claudiusstrasse

IBMA builds on the International Business Bachelor Program offered at TH Köln and allows students to extend the knowledge gained through previous studies in international business on the Bachelor level at TH Köln or elsewhere. The IB Master's Program offers an international education in a European context at a German university. The history of German universities dates back over 600 years. Its characteristics are:

- The combination of teaching and research
- A strong focus on self-determined learning processes of independent-minded students
- A high value attached to outcome orientation.

Due to this very German (and also quite European) system, graduates of the IB Master's Program will be qualified for leadership positions in internationally operating companies with a special focus on international strategic management. Due to their TH Köln experience, they will be self-determined, embrace critical and objective thinking and decide professionally. Through specific coursework and the mandatory semester abroad (usually the third semester), they will have gained the skills and knowledge necessary to manage cultural diversity. Coursework includes seminars in international strategic aspects, methods, and personal skills.

General Information – Key Data

Application Deadline(s)	- Usually in June for holders of an undergraduate degree from a German university and all German applicants (applications submitted through TH Köln online application platform and documents sent to <i>Studienbüro</i>); - Usually in May for international graduates from a non-German university (applications submitted through Uni-Assist)
Program Start	Winter semester only (September/October)
Program Length	Four semesters, including a compulsory semester abroad and thesis
Language of Instruction	English (except in individual cases the semester abroad, depending on students' choice)
Degree	Master of Arts (M.A.)
Tuition	There are no tuition fees. The IBMA is subsidized by the German government in full. However, students must pay a semester contribution fee of about EUR 270 per semester (including a so-called <i>Semesterticket</i> ; enabling public transport on buses, trams, subways and certain trains in all of North-Rhine Westphalia).

Accreditation

IBMA was accredited by the Foundation for International Business Administration Accreditation (FIBAA; www.fibaa.de) in June 2004. The accreditation was renewed in 2009 and is valid until 2018. FIBAA evaluated most criteria with *Qualitätsanforderung übertroffen*: exceeded quality requirements. Criteria marked as excellent were among others: the program's international outlook (e.g. curriculum, background of teaching staff), the admission process, and the integration of theory and practice. The variety of teaching methods and the implementation of case studies and practical projects in the classroom also exceeded quality requirements. FIBAA particularly noted the excellence of the pedagogic and didactic skills and the practical knowledge of the teaching staff. The mentoring received by IBMA students in both academic matters and beyond as well as the services provided by the Program Director and Coordinator were also said to be excellent.



Program Structure and Contents

The standard period of study in the IBMA Program is four semesters. The program is organized in modules, and each module consists of four contact hours per semester. Performance is rated and graded on the basis of course participation, final exams, presentations, and papers. Each module is awarded six ECTS, the master thesis (including the thesis defense) is worth 24 credits. Every module concludes with an individual exam, for example a written or oral exam or another form of assessment (e.g. case studies, research projects, presentations, or management games). Final exams may also be a combination of all the exam forms listed above. All examination results obtained during the course of the IBMA program count toward the students' final grade point average.

The program emphasizes independent work, the intensive use of case studies and project work. IBMA coursework includes seminars in international strategic aspects, methods, and personal skills. The first year of studies comprises modules in Operative and Strategic International Marketing, Global Strategy, International Business Development, International Risk Management, Global Business Logistics, Quantitative Methods, Cross Cultural Management, and Global Economics. Students also choose two of the three electives during the first year: International Leadership and Corporate Governance, International Business Law or Knowledge Management.

Students spend one semester (usually the third) at a university abroad. All courses in the IBMA program are held in English (exceptions may apply during the semester abroad). IBMA students usually apply for a (tuition-free) spot at one of TH Köln partner universities and spend their semester abroad there.



IBMA students during their semester abroad.

During the compulsory semester abroad, students shall choose courses from the fields of Finance, Accounting, Business Ethics and Human Resource Management. Additional courses may be chosen from the fields of: Regional Studies, Emerging Markets, Economic Geography, and International Politics.

In their final semester, students attend a course in Multidisciplinary Research and write their thesis. In their final semester, IBMA students write a thesis (master thesis), proving their ability to solve an application-oriented task independently and within a limited time frame while considering details related to International Business and interdisciplinary aspects. Some students choose to write their thesis in cooperation with a company, e.g. in combination with an internship during the fourth semester. The pro-

gram concludes with a colloquium (held after the thesis is submitted and has received a passing grade) in which the student presents thesis results to faculty and peers.

The master thesis' grade renders 20 percent of the final grade (listed on the diploma). For details on examinations and the master thesis see the examination regulation (*Prüfungsordnung*, available in English and in German on the IBMA website).

After successful completion of 120 ECTS, students are awarded the degree Master of Arts in International Business. A formal graduation ceremony usually takes place in November of each year. IBMA graduates are qualified to pursue PhD studies at any internationally accredited institution in the world providing such a program and are eligible for high-level German public service office (*Höherer Dienst*).

Curriculum

Module code	Module Name	P/W MP	1. Sem.		2. Sem.		3. Sem.		4. Sem.		Σ		
			SWS	CP	SWS	CP	SWS	CP	SWS	CP	SWS	CP	
1. Functional Strategic Competence											20	30	
1.01.	Operative and Strategic International Marketing	P1	4	6									
1.02.	Global Business Logistics	P1	4	6									
1.03.	International Risk Management	P1			4	6							
1.04.	Global Strategy	P1			4	6							
1.05.	International Business Development	P1	4	6									
2. Tools and Methods Competence											8	12	
2.01.	Quantitative Methods	P1	4	6									
2.02.	Cross Cultural Management	P1			4	6							
3. Decisionmaking Framework											12	18	
3.01.	Global Economics	P1	4	6									
Electives (choose 2 out of the following modules), workload 12 CP													
3.02.	International Leadership and Corporate Governance	W 2			2	12							
3.03.	International Business Law				x								
3.04.	Knowledge Management				4								
StA. Study Abroad: Electives - courses from the field of, workload 30 CP												30	
StA.01.	Finance	1)											
StA.02.	Accounting												
StA.03.	Business Ethics												
StA.04.	Human Resource Management												
StA.05.	Regional Studies												
StA.06.	Emerging Markets												
StA.07.	Economic Geography												
StA.08.	International Politics												
4. Final Exam Period											4	30	
4.01.	Multidisciplinary Research	P1							4	6			
4.02.	Master-Thesis									20			
4.03.	Colloquium									4			
Σ SWS (without semester abroad)			20		20				4		44		
Σ Credit Points (total of 120)				30		30		30		30		120	

1) 30 CP in module exams are to be collected in electives during the second year of study at a foreign university (see Examination Regulation, § 24, 3 and 4).

P = Compulsory Module; W = Elective; MP = Number of Module Exams; CP = Credit Points

International Business Master Program Modules

The IBMA curriculum consists of modules. These are individual teaching entities completed through examinations. Each module is worth four contact hours (or six ECTS), except where stated otherwise. The following section briefly describes each of these modules; detailed course descriptions are available in the course book (*Modulhandbuch*; see IBMA website).

Cross-Cultural Management



IBMA students eating 1,000 year old eggs in the Cross Cultural Management Class.

This course provides an understanding of cross cultural management by taking on a multi-disciplinary perspective that enables them to develop soft skills and strategies in order to smartly interact and negotiate with colleagues, business partners and customers from different cultural backgrounds in the international multicultural corporate world. The purpose of this course is to increase the efficacy of managers in identifying, understanding, and managing the cultural components of organizational and professional dynamics as well as to compare management systems and practices within a variety of different cultures and political environments. The implications attached to developments such as globalization and of strategic alliances such as the European Union (EU) will be critically explored to detect modes of organization and methods of human resource management.

Global Business Logistics

The course focuses on global issues that challenge today's supply chain management (SCM) and simultaneously defines concepts relevant to international business. The course explores purchasing and supply management in an international environment and enables students to understand the impact of SCM on costs and profitability, and the influence of an integrated supply chain on major functional activities such as product design, information systems, manufacturing planning, inventory management, human resources, financial planning, management accounting, sales, and quality management. Contents: Role of logistics in the global economy; role of global logistics in the organization; logistical strategies; international sourcing and distribution systems; cost/benefit model for global SCM.

Global Economics


Rational decision-making in globally acting firms and in corporate processes are supported by tools and methods offered to senior management. In this context, this course teaches students how to accompany firms in planning and implementing internationalization strategies. Contents: Structures and trends in the world economy; Theory of international trade and finance; Theory of international trade policy; The role of international institutions in international economic policy; Simulation games in international policy (e.g. POL&IS in cooperation with the *Bundeswehr* (Federal Armed Forces)); Analysis of economic risks affecting the internationalization process of firms.

Global Strategy

Students will be introduced to key concepts in international management in order to identify and solve various problems in international business, most of which are side-effects of the dynamics and uncertainties of the global environment. Students learn methods for reducing the difficulties encountered in international environment's complexity and create a consistent framework for strategic business analysis and rational decision-making. Contents are the implication of methods for the analysis and instruments of international management and risk management, especially based on case studies.

*International Business Development**

During this course students will acquire the know-how of targeted project work in the area of strategic corporate planning under conditions of constraints both in time and resources. A complete Market Brief according to UNCTAD/WTO/ITC specifications will be written during the course of this class.



Contents include Project definition and coordination; Product analysis; Revealed comparative advantage analysis; Analysis of product and country specific production patterns and trade flows; Analysis of regulatory, sociological and natural barriers to market access; Pricing and value chain analysis.

International Business Law

International business relations necessarily lead to questions concerning international business law. (Future) employees of companies on the international market therefore need fundamental knowledge of basic principles of relevant legal orders and regulations as well as other legal framework. This course intensifies the students' knowledge of the status and development of international law, EU-legislation and national law relevant to international business.

International Leadership and Corporate Governance

This course focuses on the emergence of corporate governance issues in management. Having successfully passed the class the students will be able to understand the theoretical roots of corporate governance regimes and the links between corporate governance and behaviour in firms as well as between corporate governance and leadership. Another focus is on why and how corporate governance regimes differ in various cultural contexts.

International Risk Management*

The course is designed to introduce students to the areas and methods of risk management and their application to international business decision-making. Special attention will be paid to relationships of risk management functions on different managerial levels into an integrated corporate risk management. Within the area of risk management, focus is laid on managing financial risk, operational risk and overall strategic risk. Among others, tools will include simulation techniques, algebraic methods (e.g. VAR) and real options approaches. Case studies involving computerized tools and their application compose an integral part of the course.

Knowledge Management

This course provides students with an overview of the interdisciplinary field of knowledge management. They will be acquainted with different forms of knowledge within companies and the functions of knowledge management as well as the forms and methods of knowledge management systems. Questions of knowledge accounting will be discussed in order to assess systems. Contents include: Knowledge and forms of knowledge (especially in companies), knowledge management systems (IT systems, organizational systems); Balanced Score Card.

Multidisciplinary Research

Drawing from other courses of the Master's Program, students will learn to analyze multidisciplinary questions, even beyond the limits of business administration and economics, and develop solutions for these problems. To this end, they will be trained in methods prevailing in multidisciplinary research both theoretically and practically and discuss them as an approach to find integral solutions for a company's problem. These methods will also be trained in the students' own research activities, for example by conceptualizing research questions as well as by presenting and implementing research designs.

Operative and Strategic International Marketing

Operative and strategic specifics of international marketing are deepened by using specific examples. Content: criteria for selecting a market, strategies for the internationalization of companies, strategies for market entry and for market development, international use of marketing tools.

Quantitative Methods*

Within the framework of the empirical analysis of regional foreign trade structures, students are familiarized with quantitative methods. First, students analyze regional structures in foreign trade relations and examine change herein over time. Then, the regional structure of foreign trade is explained by empirically analyzing political, economic and cultural distances. Quantitative tools range from calculating simple operating figures to different multivariate analyses. Empirical analyses are conducted in SPSS.

Electives (30 ECTS credits)

During their semester abroad, students elect classes from several fields. At least one class is taken in the fields of Finance, Accounting, Business Ethics or Human Resource Management. Additional classes are chosen from the fields of Regional Studies, Emerging Markets, Economic Geography, and International Politics.

* These courses are offered in cooperation with the Faculty's *Marktorientierte Unternehmensführung* Master's Program. Students compare perspectives and approaches from International Business and Business Administration, encouraging personal and academic networks beyond the borders of which these modules are offered as electives.



IBMA students telling each other about their semester abroad during lunch, the first day of the fourth semester.

VI. International Academic Partners



IBMA students spend their third semester abroad and may apply for a tuition-free spot at one of our partner universities through TH Köln exchange agreements. In exchange of IBMA students going abroad, TH Köln welcomes students from its partner institutions. Some enrol in IBMA classes, rendering students an additional opportunity to network on a global and multicultural level while still in Cologne.

The compulsory semester abroad extends the international education at a German university by means of placing students – now equipped with tools and skills acquired during two semesters studying in the IBMA Program – in a new and unfamiliar environment, demanding they professionally navigate it independently and on their own.

Programs in which IBMA students enrol abroad satisfy TH Köln and IBMA educational standards, but may differ from TH Köln and IBMA in terms of teaching methods, structure and style in

that they are set in another country's educational systems, providing students with a unique and individual experience of learning, understanding and practicing business in an international context, prepared to repeat the experience should their professional life demand so post-graduation.

The faculty for Business, Economics and Law has partner institutions in the following countries:

Argentina	China	India	Norway	Turkey
Australia	Columbia	Indonesia	Portugal	USA
Austria	Czech Republic	Ireland	Russia	
Belgium	Denmark	Israel	South Korea	
Bolivia	Finland	Italy	Spain	
Brazil	France	Mexico	Sweden	
Cameroon	Great Britain	Netherlands	Switzerland	
Chile	Hungary	Nigeria	Tanzania	

VIII. Additional and Supporting Institutions

Student and alumni-run-organizations

Alongside their studies, many opportunities are available to our students in order to demonstrate their social responsibility and commitment as well as to improve their knowledge. Active communities on campus include the departmental student representative of business administration (*Fachschaft Wirtschaft*; www.fachschaft-wirtschaft.info), the student union (AStA, <http://www.asta.th-koeln.de/>) or other student initiatives such as Enactus.



Advisory Board

TH Köln Faculty of Business, Economics and Law International Board of Advisors (IBOA) evaluates and provides feedback on the Bachelor and Master Program as well as other faculty activities. Furthermore, the members function as mentors to students (e.g. by suggesting internships and employment opportunities). The advisory board's support thus contributes to the attainment of the department's goals. Members are local, regional, national and international leaders, recognized for outstanding professional achievements and accomplishments in their communities.



Former mayor of Cologne, Fritz Schramma, visits TH Köln to inaugurate a job-fair organized by students.

V. Admission Requirements and Application



In front of the German Stock Exchange in Frankfurt am Main.

is compatible with the above mentioned international profile and that you fulfill all other admission requirements, we encourage you to apply.

Admission requirements

Applicants for the International Business Master's program must meet the following minimum requirements:

- completion of a university-level bachelor degree in the field of business administration or economics with a strong international profile (see above) with a minimum grade point average of "good" (2.5) in the German grading system or its equivalent.
- good analytical skills, proven by a GMAT-score of at least 500 points (or equivalent in the GRE; see the GRE Comparison Tool online).
- excellent command of the English language (B2 level, as established in the Common European Framework of Reference for Languages (CEFR)).
- basic knowledge of a foreign language other than English and their native tongue (preferably German)
- social skills, intercultural competence, international experience, as well as high motivation to successfully participate in and complete the International Business Master Program

Applicant Eligibility

According to the IBMA Examination Regulation (Section 3) candidates eligible for admission must hold a bachelor degree in economics or business administration with a strong international profile (*Einschlägigkeit*). A strong international profile is given if at least half of the following subject areas were part of the undergraduate curriculum: International Marketing, International Finance, International Human Resource Management, International Economics, International Corporate Strategy, International Accounting, International Cost Accounting, International Law, and Intercultural Competence.

Eligibility of a candidate's bachelor's degree can only be assessed by the Schmalenbach Institute's Examination Board post-deadline and after all application materials have been processed. *The IBMA Program Director, the IBMA Program Manager and the Examination Board cannot assess a candidate's eligibility pre-deadline.*

Holders of non-business degrees (or with only practical knowledge in the fields of business; e.g. through work) are therefore **not eligible** for admission to the IBMA, if they fulfill all other criteria. We suggest these candidates find a suitable MBA Program, for example in the German Academic Exchange Service's "International Programs in Germany" database on www.daad.de.

Should you believe that your undergraduate degree

VI. Application and Admission Process

The most important information on the application and admission (including an FAQ-section towards the end of the document "Important information for Applicants") can be found at our website; left side, in the blue bubble: https://www.th-koeln.de/en/academics/international-business-master_5818.php (you can also download the necessary application form from here). Please read all the instructions carefully and follow the guidelines to provide for a successful application.

All applicants should submit the following documents:

- **Application Form & Check List** (see Downloads & Links Section of IBMA website)
- **Certified copy** (*beglaubigte Kopie*) **of undergraduate degree certificate** [diploma]
- **Certified copy of the official transcript of records**
- *Applicants with incomplete degrees:* certified copy of current GPA certificate (*vorläufige Bescheinigung über die Durchschnittsnote*) issued by home university (in addition to official transcript copy)
- **Proof of language skills in a foreign language other than English and mother tongue** (e.g. certificate from *Alliance Française*, *Goethe Institut*, language course at university or in high school, etc.)
- **Resumé** (including academic, professional and volunteer experience)
- **GMAT- or GRE-result** (GMAT-result can be submitted through GMAC; TH Köln code is 3KV). Results below 500 points or an equivalent in the GRE cannot be accepted.
- **Proof of an excellent command of the English language** (B2 level, as established in the Common European Framework of Reference for Languages (CEFR)).
- **Letter of Motivation** (one-page essay detailing why you are applying to TH Köln and IBMA in particular, depiction of professional and personal long-term goals to be achieved by completing the program, why candidate is suited for IBMA in particular and how candidate can contribute to TH Köln academic community, etc.)
- **List of courses** related to International Business attended during the undergraduate degree (not necessary for applicants holding a degree in International Business).

All requirements are compulsory and cannot be waived (e.g., it is not possible to be accepted without an eligible degree or an inadequate GMAT-result). Please also visit the FAQ-section of the IBMA website.

VII. Scholarship Options

IBMA does not provide scholarships or grants. However, there are several options available to IBMA students:

- a. TH Köln grants so-called Deutschlandstipendium to its students. For more information visit: https://www.th-koeln.de/studium/deutschlandstipendium_225.php.
- b. The Stiftung der Deutschen Wirtschaft e.V. (www.sdw.org) accepts applications from graduate students who fulfil all application criteria. IBMA students can apply directly with the IBMA Program Director.
- c. The Deutscher Akademischer Austausch Dienst (www.daad.de) provides scholarships to German students heading abroad and to foreign students receiving an education in Germany.

VIII. Contact Information

With questions regarding the IBMA Program please contact:

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