

Information Sheet Dual Degree Programme UM/NOVA



Partner schools: *SBE Maastricht (UM) and NOVA School of Business and Economics (NOVA)*

Applicable UM study programme: *MSc International Business, specialisation Strategy and Innovation OR specialisation Organisation: Management, Change and Consultancy*

Programme duration: *3 semesters*

Programme structure: *semester 1 at NOVA, semester 2 and 3 at UM*

Application deadline: *1 May 2024*

PROGRAMME OUTLINE

Dual Degree Programme				
UM / NOVA				
<i>MSc International Business – Strategy and Innovation</i>				
<i>MSc in Management</i>				
School	Month(s)	Course(s)	ECTS	
<u>Semester 1 at NOVA</u>			At SBE	At NOVA
NOVA	Sep – Dec	Marketing Management OR Advanced Marketing		7
		Human Resource Management OR		3,5

		Advanced Topics in Human Resources Management		
		Statistics II* OR Statistics III <i>*In case students do not meet the prerequisites for Statistics II, they are required to take Statistics I (no ECTS) as well. Statistics I is a bridging/preparatory course in August; it is not a mandatory course, nor will it have a grade. However, if students do not have any previous knowledge of Statistics, then it is advisable they participate.</i>		3,5
		Strategy OR Advanced Strategy		7
		Financial Management OR Advanced Financial Management		7
		Mastering your Career		2
	Jan	Skills Accelerator		2
Semester 2 and 3 at SBE Maastricht			At SBE	At NOVA
UM	Feb – Apr	EBC4042 Leadership	6,5	
		EBC4280 Research in International Business	6,5	
	Apr – Jun	EBC4267 Marketing Intelligence	6,5	
		EBC4106 Business Innovation and Sustainable Development	6,5	
	Feb – Jul	EBS4025 Writing a Master's Thesis Proposal: IB-Strategy OR EBS4013 Writing a Master's Thesis Proposal: IB-Organisation	4	
	Sep – Dec	EBC4210 SSF Project	0	
	Jul – Jan	EMTH0001 Master's Thesis	17	30
NOVA (online)		Work Project		
Total ECTS credits per school			47	62
Overall total ECTS credits			109	



Please be aware that the current course offer is subject to change without prior notice.

Participants in the Dual Degree Programme are responsible for getting acquainted with, and for abiding by, the rules and regulations of their host university in a timely manner, especially with regard to examination types, schedules and forms of resits, if any.

The Education and Examination Regulations (SBE MSc-EER) for the Master's study programmes at the School of Business and Economics of Maastricht University (UM) apply to all Dual Degree programmes. You can find the SBE MSc-EER on the Student Portal (My SBE Intranet), under "Regulations, rights and duties". For courses taken at NOVA the EER from NOVA will apply.

Fixed curriculum

Please note that all SBE Network programmes (including the Dual Degree programmes) have a fixed curriculum. It is not possible to switch/waive/cancel any of the courses offered in these fixed programmes.

SELECTION PROCEDURE

Eligibility and admission requirements

- Who can apply: prospective students in the MSc International Business – specialization *Strategy and Innovation OR Organisation: Management, Change and Consultancy*
 - ➔ *Preferred candidates have completed a 10-week international internship outside of Portugal and outside of their home country between completion of their BSc studies and the start of the DD Programme.*

Selection procedure

Students can start their application for the Dual Degree Programme with NOVA as soon as they have a valid registration for the MSc in International Business – specialization Strategy and Innovation OR Organisation: Management, Change and Consultancy.

- Before application:
 - Interested students have to request an application form via e-mail to dualdegree-sbe@maastrichtuniversity.nl.
- Application:
 - Applicants have to submit the filled-out and signed **application form**, together with a **motivation letter**, **CV**, **copy of passport and bachelor's transcript** via e-mail to dualdegree-sbe@maastrichtuniversity.nl. **

➔ **Application deadline: 1 May 2024**

***Note that incomplete applications will not be considered!*

- Applicants' motivation letter, CV and bachelor's transcript will be considered by the Dual Degree Team and the applicable Programme Advisor at SBE Maastricht.
- The applications considered strongest will be invited for an online interview.

- **Results:**
 - Applicants will be informed about the results via e-mail.
 - The accepted students will have to confirm their participation via e-mail and pay the required administrative fee (see *Practical Information* below) within a set time window that will be communicated in the e-mail with the results of the application.

Available places

The number of available slots for the academic year 2024-2025 is still to be confirmed.

PRACTICAL INFORMATION

Contact

Questions or remarks regarding the Dual Degree Programme with NOVA, can be directed to the Dual Degree Team of SBE Maastricht via e-mail to dualdegree-sbe@maastrichtuniversity.nl.

Tuition fee and additional costs

Students have to be registered at UM for the entire duration of the study programme, so even while abroad at the host university. This implies that students selected in the Dual Degree Programme pay tuition fee at UM for the entire duration of the programme. Selected students are exempted of tuition fee payment at the partner school.

Besides the tuition fees at SBE Maastricht, students selected for the Dual Degree Programme with NOVA will be charged an **administrative fee of € 1.000,00**. The Dual Degree Team will provide students with an invoice including detailed payment information and a due date for the receipt of the administrative fee.

Cancellation: The administration fee of € 1.000,00 will not be refunded if a student cancels their allocation after confirmation. Only in case of severe personal circumstances, confirmed by a study advisor of SBE Maastricht, the administration fee can be refunded.

According to Portuguese Law, NOVA will charge fees for the issue of certificates of degree. The Portuguese Ministry of Education and Science determines the amount of this fee.

All other costs that come with participation (such as health insurance and visa application, travel and accommodation, study materials and potential fees at the partner school) and other personal costs have to be covered by the students.

Please note that you are not eligible for an Erasmus grant if you participate in a programme for which you have to pay a fee beyond the regular tuition fee, which is the case for our Dual Degree Programmes as they come with an administrative fee.

It is your own responsibility to check with DUO whether you are entitled to retain your Dutch study grant, or “studiefinanciering”, while abroad for the Dual Degree programme.

Grading and results

As students in the Dual Degree Programme are pursuing two separate degrees, the grades counting towards their GPA are varying from one degree to another. The GPA for the degree from SBE Maastricht will only be calculated based on the programme components completed at SBE. The GPA for the degree from NOVA will be calculated based on all the components of the programme, including the SBE courses. NOVA will convert the SBE grading based on the Portuguese scale follows the directions of the DGES (Direção Geral do Ensino Superior) and the Portuguese Ministry of Science, Technology and Higher Education.

Students in the Dual Degree Programme should be aware that any resits at SBE Maastricht will automatically disable students from obtaining a cum laude distinction for their SBE Maastricht degree.

Thesis

Students in the Dual Degree Programme with NOVA take part in the Writing a MSc Thesis Proposal skills training at SBE Maastricht during the second semester of the programme. After approval of their topic and assignment of a thesis supervisor, students complete the thesis writing during the final semester at SBE Maastricht. Students will also be assigned to a NOVA supervisor who will be responsible for the Work Project process and evaluation on the NOVA side. The deadline for the thesis submission at SBE Maastricht is the start of period 3 of academic year 2025-2026 followed by a defense deadline at the end of period 3 of academic year 2025-2026.

In case students fail to adhere to the thesis deadlines at SBE Maastricht, they have a final resit opportunity scheduled within three months after the first sit deadline. When students fail the resit opportunity, students have to find a (possible new) supervisor and depending on the supervisor and the quality of the thesis, might have to start a new thesis, implying a study delay for which the student has to stay enrolled at SBE.

Diploma and graduation

After successful completion of all the requirements of both the Dual Degree Programme, students will be awarded the degree of Master of Science in International Business – specialization Strategy and Innovation OR Organisation: Management, Change and Consultancy (60 ECTS credits) from SBE Maastricht and the Master's degree in Management (90 ECTS credits) from NOVA.

Students are eligible for graduation at both schools after completion of all the programme components at both schools. The schools will exchange the needed documents with regards to the graduation process.

In case of no study delay, the actual graduation ceremonies at both schools take place as follows:

- At SBE Maastricht: Spring Graduation Ceremony in April 2026
- At NOVA: June 2026

Additional internships/MSc exchange

Please note that SBE Maastricht does not approve an additional (extra-curricular) MSc exchange to students enrolled in a Dual Degree programme after they have completed the full programme. Since the regular DD programme already takes 1,5 years, another extension of the programme is not allowed.

An additional internship is only possible with 100% study progress. For more information on internships, please check the requirements of the Internship Office in the Student Portal.

Disclaimer

Should Dutch government deem a country unsafe for travel (because of sanitary crises, riots or other reasons), UM students will not be allowed to physically go to their exchange destination in that country. This also applies to students in the Dual Degree Programmes of SBE Maastricht. If that would happen, SBE Maastricht reserves the right to cancel the Dual Degree programme for its students and will enable them to continue and graduate in the regular master programme.