



ANNUAL REPORT

- HISTORY OF ACLEDA INSTITUTE OF BUSINESS
- MOTTO, VISION AND MISSION
- REPORT OF THE BOARD OF DIRECTORS
- ORGANIZATIONAL CHART
- ACCREDITATION
- MEMORANDA OF UNDERSTANDING
- ENROLLMENT
- FINANCE
- STUDENT SERVICES
- ACADEMIC AFFAIRS



2021-2022



CONTENTS

1. HISTORY OF ACLEDA INSTITUTE OF BUSINESS, ACADEMIC RESOURCES, PHYSICAL RESOURCES.....	1
2. MOTTO, VISION, MISSION, GOAL AND CORE VALUES & PHILOSOPHY	4
3. REPORT OF THE BOARD OF DIRECTORS.....	6
4. ORGANIZATIONAL CHART	11
5. ACCREDITATION.....	13
6. MEMORANDA OF UNDERSTANDING	15
7. ENROLLMENT.....	19
8. FINANCE.....	23
9. STUDENT SERVICES	25
10. ACADEMIC AFFAIRS	31

**HISTORY OF
ACLEDA INSTITUTE OF BUSINESS,
ACADEMIC RESOURCES,
PHYSICAL RESOURCES**

History of the ACLEDA INSTITUTE OF BUSINESS

1993-1997 as the Training and Consultancy Division, **Mr. Men Savorn** as Head of Training and Consultancy Division. (in 1993 as Technical support team, ACLEDA NGO and 1997 to become Training & consultancy service division, ACLEDA MFI).

1998 -2001 as the Training Center, **Mr. Men Sophal** as Head of Training Center. On January, 1998 the Training and Consultancy Division were renamed the Training Center Under Credit Department of ACLEDA Microfinance Institution. On January 1, 2001 the Training Center were renamed as Training unit of Credit Department of ACLEDA Specialized Bank.

2001 -2010 as the Training Division, **Mr. Thong Chandara** as Head of Training Division. On December 1, 2010 following on the evolution of the ACLEDA Bank and in accordance with its business plan, ACLEDA-ASEAN Regional Micro Finance Training Center was again allowed to operate independently from ACLEDA Bank Plc.

2011-2017 as the ACLEDA Training Center Limited, **Mr. Chhan Ponloeu** as Acting Managing Director. An independent subsidiary of ACLEDA Bank Plc., ACLEDA Training Center was recognized as a legal entity on June 8, 2011 under the Registration Number: Co. 1332/KH 2011 with registered KHR 20,000,000 capital of ACLEDA Bank Plc. as a shareholder. On January 25, 2016 ACLEDA INSTITUTE OF BUSINESS Co., Ltd. was officially recognized by the Royal Government of Cambodia, through Sub-Decree No. 13 Or Nor Kro.Bor Kor.

2018 to Present **Dr. Phon Narin** as Managing Director.



Academic Resources

Academic resources are an important part of an institution's educational services, which encourage teachers, students and employees to participate effectively and appreciate their studies and professional endeavors. The Institute has organized study resources by building a large library with a total area of 2,388 square meters equipped with a wide range of materials such as books, self-check machines, computers, internet access, e-library, and a photocopier. Computer labs have been established which are equipped with state-of-the-art technological resources. These include high speed Internet, LCD projector, computers, etc. to provide opportunities and facilities for teachers, students and AIB employees to have easy access to study, research, documents and other data to support teaching, learning and work to be successful with quality.

Physical Resources

ACLEDA INSTITUTE OF BUSINESS has administrative buildings, classroom buildings, a library, meeting rooms, co-educational hall, which are situated on a large campus with a suitable environment that is conducive for academic pursuits and other extra-curricular activities.

The Institute is located at #1397, Phnom Penh - Hanoi Friendship Blvd., Phum Anlong Kngan, Sangkat Khmuonh, Khan Sen Sok, Phnom Penh, Kingdom of Cambodia, constructed in recent years with an investment of around US\$37 million. It is an eco-friendly place that is conducive to teaching and learning with an expansive 75,750 square meter campus. The Institute has school buildings, classrooms, offices, meeting rooms, lecture hall, a library, media room, copy room, nurse's station, student consultation room, customer service room, testing room, student association room, canteen, mini-mart, bank teller, e-banking facilities, CCTV and adequate electricity and water supply, all under an effective management team.

ACLEDA INSTITUTE OF BUSINESS has a total land area 75,750 square meters with two school buildings, five floors (total area 11,980.80 square meters), one, three-floor administrative building, (total area 6,377.24 square meters) 1 four-floor dormitory building (total area 1,764 square meters), 1 three-floor library building (total area 2,388 square meters).

The two academic buildings include 29 classrooms, 7 meeting rooms, 10 theater rooms, 7 computer lab rooms for individual study/group study/seminar, and the library building. For extracurricular activities there are also a 64m x 100m football pitch, 21m x 34m volleyball court, a 21m x 34m basketball court, art room, cultural day and other activities. The dormitory rooms can accommodate 137 students and the three-floor administrative staff building can accommodate about 250 employees.

The classrooms at the Institute are spacious and create a conducive learning environment according to the flexibility of teaching methods, soundproofing quality, light and adequate ventilation. They are equipped with internet, motivational posters, pictures and educational materials to support teaching and learning processes.

In addition to classroom study, students can also avail themselves of the library, which is equipped with electronic devices, including: computers, headphones and internet services, etc. The Institute has set up rooms for professors to facilitate preparation of lectures, research, documents, student assignments, and lesson plans. In addition, the Institute has ten lecture halls, with occupancy levels ranging from 45 to 218 students, for workshops and seminars related to social and scientific knowledge as well as to share knowledge, experience and to encourage student academic activities.

MOTTO, VISION, MISSION, GOAL AND CORE VALUES & PHILOSOPHY

MOTTO

The Institute for your successful professional careers.

VISION

Our Vision is to be the leading business school with the highest quality standards for future generations to support socio-economic development in Cambodia and the region.

MISSION

Our mission is to provide students with superior quality higher education, through on-campus and digital courses, to build their:

- Knowledge
- Professional Skills
- Creative and Innovative Potential
- Experience
- Ethics
- Professional Networks

In order to enhance their future professional careers, we will at all times observe the highest principles of ethical behavior, respect for a diverse and multi-cultural society, laws and regulations, and the environment.

GOAL

Our goal is to build the highest employability for our student graduates.

CORE VALUES & PHILOSOPHY

- | | |
|----------------------|---|
| Quality | : Highly qualified students, management team and lecturers, high quality and responsive services, effective education and training methods, with relevant, updated teaching and learning materials. |
| Ethics | : Students appreciate and practice business ethics, buttressed by moral principles of their respective societies, philosophy of life, and work place professionalism. |
| Employability | : Enhancing/building student's capacity for securing and maintaining employment. Students possess abilities to be employed or to create jobs for others. |
| Professional | : Students possess a specific profession with virtue of having completed a required course of studies and/or practice. Their competence meets an established set of standards. |

REPORT OF THE BOARD OF DIRECTORS

The Board met face-to-face in Phnom Penh Four times in 2021 and three times in 2022 (as of October) in March, June, September and December. In addition, as of October 2021, a number of resolutions were passed by E-mail. Each face-to-face meeting normally lasts a day including Committee meetings.

Members;



Mr. Ly Thay
Chairman



Drs. Pieter Kooi
Member



Dr. Prom Visoth
Member



Dr. Phon Narin
Member



Mr. Ly Thay
Chairman

Cambodian. Born October 1975. Mr. Thay joined ACLEDA in December 1997. He worked for ACLEDA Bank Plc. as Accountant (1997-1999); Internal Auditor (1999-2000); Cashier, Branch Manager, and Office Operations Manager (2000-2004); Operations Department Manager (2004-2006); and Senior Vice President & Head of Operations Division (2006-2016).

As Executive Vice President & Group Chief Administrative Officer, he is a member of the Bank's Executive Committee and is responsible for overall strategic planning as well as the implementation of the business plan focused on the day-to-day operations of the Bank. He is responsible for the Human Resources Division, Administration Division. He is directly accountable to the President & Group Managing Director.

His other responsibilities within the Group include currently serving as Board Chairperson of the ACLEDA Institute of Business.

He obtained a Master's Degree in Finance from Pannasastra University of Cambodia in 2008.

Cambodian. Born January 1975. Dr. Visoth joined ACLEDA in June 1998. As Accountant, Head of Credit Control Unit, Branch Manager, Legal Team Leader and Company Secretary, Senior Vice President & Head of Legal Division and Company Secretary and last position as Executive Vice President & Group Chief Legal Officer and Company Secretary.

His other responsibilities within the subsidiary include being a member of the Board of Directors of ACLEDA Institute of Business. He is nominated as the Board of Directors of ACLEDA Securities Plc. since 2010 and as the President & CEO of ACLEDA Securities Plc. since November, 2017.

Dr. Prom Visoth obtained Doctorate of Business Administration (DBA) from Asia Euro University, Phnom Penh, Cambodia in 2021. He hold a Master of Business Administration majoring in Finance from the Charles Sturt University, Australia.



Dr. Prom Visoth
Member



Drs. Pieter Kooi
Member

Dutch. Born in 1958. Drs. Pieter Kooi has joined the member Board of ACLEDA Institute of Business since March 2016. He is also a Chairman of the Board Audit, Compliance and Ethics Committee of ACLEDA Institute of Business.

Starting in 1993, he is a consultant of ACLEDA microfinance over a period of seven years in its course from a development program into a commercial bank. From 1999, he worked as a short-term microfinance consultant on projects in 15 countries located mainly in Africa and Asia. From September 2002 until December 2005, he was Director of the Microfinance Unit of UNCDF in New York. From March 2006 till May 2011, Drs. Pieter Kooi supported ACLEDA Bank Plc. as a part-time consultant in the establishment of ACLEDA Bank Lao Ltd., ACLEDA Training Center Ltd. (Currently ACLEDA Institute of Business) and ACLEDA Securities Plc. At present Drs. Pieter Kooi serves on several boards within ACLEDA Bank Group.

He obtained his Master's Degree with distinction in Corporate Finance and Sociology from Erasmus University in Rotterdam, the Netherlands. He is also a Graduate of the Australian Institute of Company Directors (GAICD).

Born in 1969, holds a Doctor of Philosophy (Ph.D.) in Business Administration, Build Bright University, in 2016. He obtained Master of Business at Chamroeun University of Poly-Technology, in 2004, Diploma of Public Administrative Science, Institute of Public Administration (IPA) 1992, Thailand, Certificate of the Australian Institute of Company Directors (AICD) from Sidney city in 2012, and Graduated Professor of First Cycle of Secondary Education, in 1990, Thailand.

Dr. Narin, Specialized as Professor in high school for 07 years, 1988-1995, and from 1996 onwards, he attended numerous courses and workshops on Microfinance, SMEs, Human Resource Management, and banking in Cambodia and overseas including Thailand, Laos PDR, Vietnam, Myanmar, China, Netherland, Australia, Philippine, Paris City France, and Brunei Darussalam, Starting in 1996, he worked with ACLEDA NGO as a Rural Financial Services Program Coordinator, Small Enterprise Promotion Officer (SEPO), Non Collateralized Credit Assistant, Collateralized Credit Assistant, Chief Credit Officer, District Team Leader, Vice President & Branch Manager Takeo province, and Vice President & Deputy Head of Credit Division of ACLEDA Bank Plc., Headquarters, Phnom Penh. From December 2008 he was promoted to Managing Director & CEO and the Board of Director of ACLEDA Bank Lao Ltd., As Chief of the Executive Officer, he led the Executive Management Team, which was responsible for overall strategic planning and running the day-to-day business of the organization as well as implementation of the business plan. He was directly accountable to the Board of Directors. His other responsibilities within the Group include being a member of the Board of Directors, Representative for ACLEDA Bank Lao Ltd., a member of the Board Credit Committee. Outside ACLEDA he was a member of American Chamber of Commerce (AMCHAM Laos), a member of the Lao Bankers' Association, and a member of the Lao National Chamber of Commerce and Industry.

He finished his duties as MD & CEO and a Board member of ACLEDA Bank Lao Ltd., for over 9years on December 31, 2017, and became the Managing Director of ACLEDA Institute of Business since January 1, 2018 until now.



Dr. Phon Narin
Member

Academic Affairs Committee (AACO)

Scope & Purpose

The AACO is established by the AIB's Board of Directors as a competent arm to provide technical support and recommendations to the BoD on academic affairs, teaching and learning issues and vision setting on quality of teaching and learning, including faculty capacity development and curriculum design.

Members

- **Dr. Dy Samsideth** Chairman
- **Drs. Pieter Kooi** Member
- **Mr. Lim Dina** Member (Lecturer representative).

Board Audit, Compliance & Ethics Committee

Scope & Purpose

The ACECO is established by the Board of Directors of ACLEDA Institute of Business (AIB) to monitor and review the integrity of the financial statements, the internal financial control systems, the internal audit and the services provided by external auditors. Moreover, to ensure compliance with all relevant laws and regulations, and that appropriate policies and checks are in place to provide the highest standards of corporate governance and ethical behavior.

Members

- **Drs. Pieter Kooi** Chairman
- **Mr. PROM Visoth** Member

Meetings

The Committee met face-to-face in Phnom Penh four times in 2021 and 2022.

Significant Issues and Activities from November 2021 to October 2022.

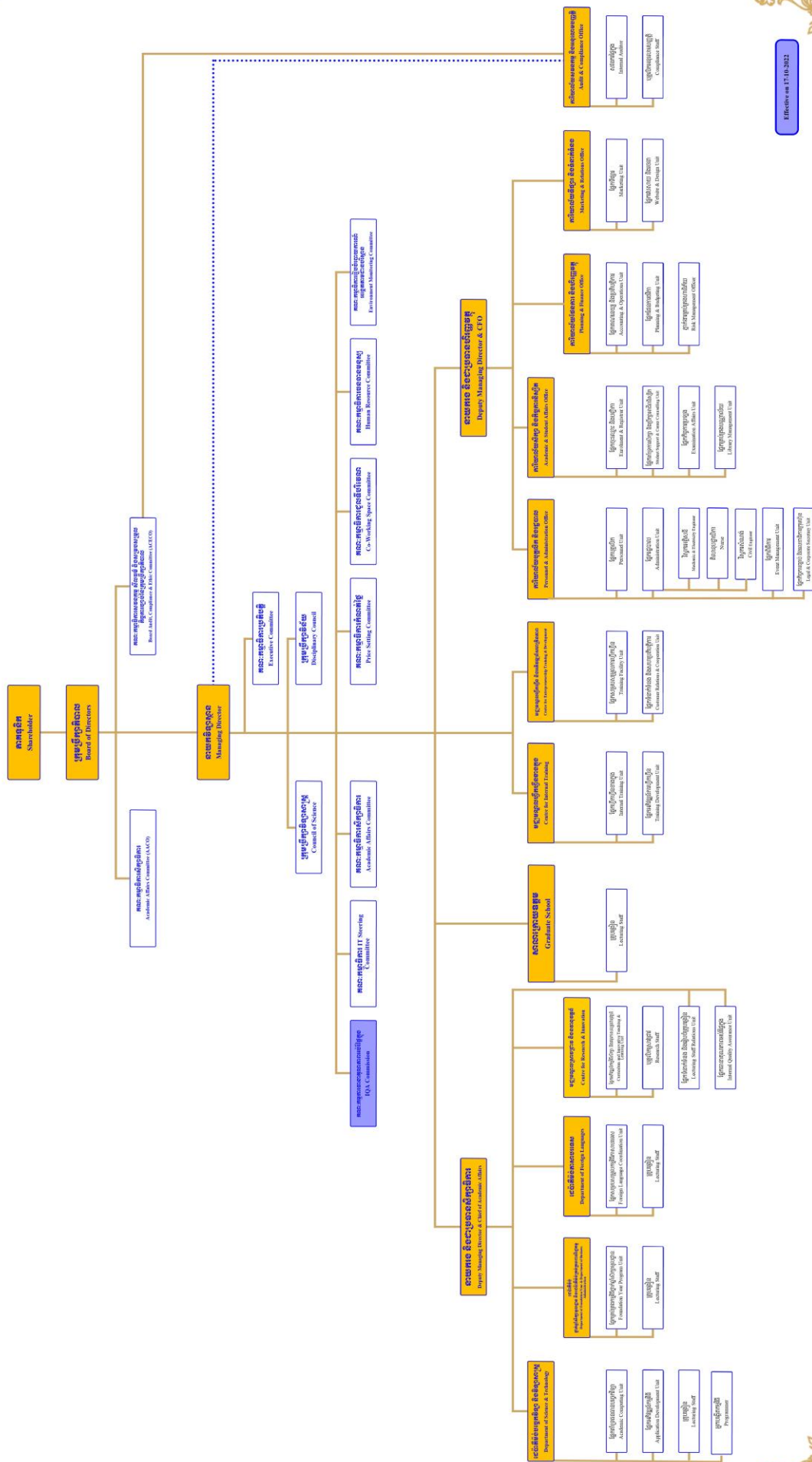
- Reviewed the following policies: Audit Policy, Compliance Policy, Disciplinary Action Policy, Conflict of Interest, Academic Policy, Whistle Blower's Protection Policy, Corporate Governance Policy, and Related Party Transaction Policy;
- Ensured that the company complies with all laws and regulations and that procedures are in place to verify such compliance;
- Monitored and ensured that all activities of the company are in compliance with all policies and procedures as approved by the Board and Executive management;
- Fostered good relationships with the regulators and other relevant parties to ensure that the company is kept aware of trends and developments which might impact on any compliance issues;
- Monitored potential risks of non-compliance in the future;
- Examined and recommended on the strengths and weaknesses of self-evaluation reports in order that the educational quality is accredited by the Accreditation Committee of Cambodia (ACC) or other related entities;
- Reviewed and considered compliance on the whistle blower's protection policy and management's response;
- Considered other topics as requested by the Board from time to time;
- Discussed and reviewed issues in the external auditors' Management Letter and management's response.
- Assessed the quality of internal control procedures, in particular where the systems for measuring and controlling risks are consistent, and recommended further action where appropriate;
- Reviewed the effectiveness of the AIB's system of internal financial controls and reported to the Board on an annual basis;
- Reviewed and monitored management's process of International Financial Reporting Standards (IFRS) implementation and development;

Discussed and selected audit firm as AIB's external auditor for the year 2022.

ORGANIZATIONAL CHART

របបសម្ព័ន្ធត្រូវគ្រប់គ្រង វិទ្យាស្ថាន ពាណិជ្ជកម្ម អេស៊ីនីដា (ឧត្តម)

ORGANIZATIONAL CHART OF ACLEDA INSTITUTE OF BUSINESS



Effective on 17-10-2022

ACCREDITATION

In order to lead and ensure the quality of education in accordance with standards and excellence of education, the ACLEDA Institute of Business has established Self-Assessment Report Team (SAR Team) under the purview of the Internal Quality Assurance Commission (IQA Commission), in which all components are fully integrated by All Offices, Departments, Centers and related Units. Relevant policies have been established to ensure the quality of education and to monitor actual evaluation methods through the analysis of information, data, relevant documents, conclusions, and recommendations for promotion. Quality of education includes training in the preparation of assessment reports, which are then submitted to competent authorities to review, advise, and evaluate implementation activities. Implementation activities are monitored in order to achieve successful learning results in accordance with AIB's Mission and Vision. The main goal of the Institute is to ensure the highest quality of education that has renown at the national, regional, and global levels. Demonstrating these high-quality standards to the public, parents and guardians, companies, and supportive community enterprises, and especially for the Royal Government of Cambodia, confirms ACLEDA Institute of Business as fully responsible and accountable to the communities the Institute serves. With a strong belief in the provision of educational services, the Institute pledges to respond in a timely and professional manner to the needs of learners and the needs of society.

Moreover, the ACLEDA Institute of Business has developed a clear internal quality assurance system to receive accurate data on quality assurance, education and internal quality assessment, so assessment methods align with Accreditation Committee of Cambodia (ACC) evaluation tools. Other institutional evaluation tools for systemic evaluation conducted for all levels of training also can be implemented upon approval.

On June 29, 2022, the ACC awarded full accreditation to ACLEDA Institute of Business for fulfilling the requirement of the National Standards for five years -- valid from 2021 to 2025. At the same time, AIB also prepared a report on the internal quality assurance of the Institute to the Department of Higher Education of the Ministry of Education, Youth and Sports.

Seeking full recognition at multiple levels, namely national, regional, and global, the Institute remains confident to request authorized related institutes to evaluate the quality of education based on its strategic plan.

MEMORANDA OF UNDERSTANDING

No.	Name of Organizations
1	AMK Microfinance Institution Plc.
2	Microfinance Institution "Amret"
3	Sovann Phoum Organization
4	First Finance Plc.
5	Mohanokor Organization
6	CRED Institution
7	Maxima Mikroheranhvatho Plc.
8	Samrithisak Microfinance Limited
9	Vision Fund Cambodia
10	Ly Hour Microfinance Institution
11	Career Development of Family (CDF)
12	Rith Sokha Organization
13	Human Resource Active Financial Organization
14	KK Fund Leasing Plc.
15	Mega Leasing Plc.
16	SAHAKRINPHEAP ST Microfinance PLC
17	Kasekor Mean Mean Plc.
18	Cambodia Post Bank Plc. (CP Bank)
19	Smile Finance Plc.
20	KREDIT Microfinance Institution Plc.
21	PRIME MF Microfinance Institution Ltd.
22	Phillip Bank
23	Chamroeun Microfinance Limited
24	Rights Smart Finance
25	TOYOTA (Cambodia) Co., Ltd.
26	Credit Mutuel Kampuchea (CMK)
27	ACTIVE PEOPLE's Microfinance Institution Plc.
28	BORRIBO Microfinance Institution Plc.
29	Capital Rong Roeung Plc.
30	Intean Poalroath Rongroeurng Ltd.
31	Y.C.P Micro Finance
32	Pracheacheat Finance
33	Labors and Family Economic Development
34	Cambodian Volunteers for Community Development
35	Samic Plc.
36	Community Capital Development Agency Organization
37	Cathay United Bank (Cambodia) Corporation Limited
38	SEILANITHIH LIMITED

39	KIM SAN Supported Farmer Living Rural Credit Operator
40	Key Micro Finance Institution Plc.
41	ORO Financecorp Plc.
42	BAYTANG CREDIT ORGANIZATION
43	Cambodian Economic Network (CEN)
44	ASIA PACIFIC FINANCE PLC.
45	URBAN ARCHITECTURE
46	BANG EK CREDIT OPERATOR
47	BAYON CREDIT MICROFINANCE INSTITUTION
48	Hattha Kaksekar Limited
49	SAHAKA Microfinance Institution Plc.
50	CITY MICROFINANCE INSTITUTION PLC.
51	TOYOTA TSUSHO FINANCE (CAMBODIA) PLC
52	DHL Cambodia
53	PROAHSITH CREDIT OPERATOR
54	Ly Hour Pay Pro PLC
55	Prudential (Cambodia)
56	HRinc. Cambodia
57	Century 21
58	RHMS Pawn Shop Plc.
59	Serey Oudom Microfinance Plc.
60	InBizNest
61	Prince Bank Plc.
62	Woori Finance Cambodia Plc.
63	THF & B
64	PIS Trading
65	NongHyup Finance (Cambodia) Plc.
66	Modernity Holding
67	Integrated Logistics Services Co., Ltd.
68	The Securities and Exchange Regulator of Cambodia
69	Panha Chiet University
70	Asia Euro Univerisity
71	Western University
72	National University of Management
73	Kampuchea Institute of Certified Public Accountants and Auditors
74	Kirirom Institute of Technology
75	Help University Sdn Bhs (84963-D)
76	NTC Group
77	Modern International School

78	Cambodia Association of The Church of Jesus
79	Central Prark School of Cambodia
80	SIS International School
81	Happy Chandara Neary Prek Thmey School of "TOUTES A L'ECOLE" NGO
82	Toun Fa II
83	Leep Khoun
84	WEG
85	Grand Mount
86	NGS
87	វិទ្យាស្ថានខុងដឺ នៃរាជបណ្ឌិត្យសភាកម្ពុជា
88	IELTS

ENROLLMENT

1. Requirements for enrollment

The procedure for enrolling students is determined as follows:

1.1 Qualifications

The Institute accepts students for the following qualifications:

A. General Knowledge

- Failed or passed high school
- Failed or passed level 3 degrees from Technical Vocational Education and Training School (TVET)
- Have a degree or equivalent certificate certified by a competent authority

B. Knowledge of English

- Have a degree or certificate of completion of General English Program from an institution by using English curriculum issued not more than one year after graduation.
- Have tested IELTS score from 3.5 or TOEFL from 350 (Paper Based) not more than two years after completion.
- Used to be a High school English teacher at a public or private high school (Certificate have to be not more that two years after released).

C. Knowledge of Mathematics

Have a recommend certified that used to be a high school mathematics teacher at a public or private high school (Certificate have to be not more that three years after released).

D. Advanced Computer Knowledge

- Have a certificate or recommendation of Microsoft Word and Excel in Advanced computer knowledge (Certificate have to be not more that one years after released).

1.2 Bachelor's Degree

A. General Knowledge

- Have a high school diploma certificate or
- Level 4 technical and vocational degrees from Technical Vocational Education and Training School (TVET) or
- Have a degree or equivalent certificate which is certified by the competent authority

B. Knowledge of English

- Have a degree or certificate of completion of General English Program from an institution using English curriculum for not more than one year after graduation; or
- Have tested IELTS score from 3.5 or TOEFL from 350 (Paper Based) not more than two years after completion.
- Used to be a High school English teacher at a public or private high school (Certificate have to be not more that three years after released).

C. Knowledge of Mathematics

- Have a recommend certified that used to be a high school mathematics teacher at a public or private high school (Certificate have to be not more that three years after released).

D. Advanced Computer Knowledge

- Have a certificate or recommendation of Microsoft Word and Excel in Advanced computer knowledge (not more than one year after certificate is released).

1.3 Master's Degree

A. General Knowledge

- Have completed bachelor degree with higher than GPA 2.5 or equivalent certificate certified by the competent authority

B. Knowledge of English

- Have a degree or certificate of completion of General English Program from an institution using English curriculum for not more than one year after graduation; or

- Have tested IELTS score from 5.00 or TOEFL from 500 (Paper Based) not more than two years after completion.
- Used to be a High school English teacher at a public or private high school (Certificate have to be not more that one years after released).

C. Advanced Computer Knowledge

- Have a certificate or recommendation of Microsoft Word and Excel in Advanced computer knowledge (not more than one year after certificate is released for major finance and finance and banking).

2. Admission

2.1 Admission Through Amendment

In case students do not meet above qualification "English proficientcy", candidates can choose to test their English knowledge or request to study an English bridging course automatically. Students will be separated into different programs, which are determined by the department of foreign languages after evaluating the assessment result of amendment.

2.2 Admission Through Bridging Class

In case students do not meet above qualification, the Institute requires the candidates to attend a bridging course accordingly the program by no need to test, accept only cadidates who choose to study bachelor in English.

3. Application Procedure

3.1 Admission

Students who wish to register at the Institute have to contact the Enrollment and Registrar Unit of Academic and Student Affairs Office to apply for admission during working hours.

3.2 Required Documents

Students must bring the following documents:

A. For Associate's and Bachelor's Degree

- A copy of application with current photo 4cm x 6cm.
- 5 current 4cm x 6cm photos
- 2 copies of high school diploma or certificate of technical certified by Phnom Penh City Hall or relevant District Office or certificate with QR link to verify the authenticity of this certificate through the **Verify.gov.kh** file verification nursery.
- A copy of the English language diploma or certificate with an IELTS score of 3.5 or TOEFL from 350 (Paper based) not more than two years after certified or a copy of English language teacher certificate
- A copy of MS Word Excel computer certificate.
- A copy of the results of high school exam from the website of the Ministry of Education, Youth, and Sports (for students graduating from 2018 onward)
- A copy of an identity document (such as an ID card)

B. For Master's Degree

- A copy of application with current photo 4cm x 6cm.
- 5 current 4cm x 6cm. photos
- 2 copies of high school diploma or certificate of technical and vocational degree (Level 4) certified by Phnom Penh City Hall or relevant District Office.
- 2 copies of bachelor certificate certified by Phnom Penh City Hall or relevant District Office.
- Copy of Transcript
- A copy of MS Advanced Excel computer certificate. not more than one year after the date of certification. (For major Finance, and Finance and Banking)

3.3 Enrollment

- Students must contact the Enrollment and Registrar Unit of the Academic and Student Affairs Office to apply for admission during regular office hours.
- Students must bring original documents to prove that all photocopies provided to the Institute are valid and legal without any forgery.
- Students must legally sign and be responsible for the documents submitted to the Institute to certify they are accurate and not forged documents.
- The Enrollment and Registrar Unit of the Academic and Student Affairs Office is responsible for reviewing the student's application documents to ensure that they are accurate and sufficient in accordance with the requirements and legality by verifying the original documents and signing confirmation on the copy sheet that "has been verified as original".
- The Institute will send a copy of the high school diploma or bachelor certificate or certificate to relevant authorities for review and verification.

4. Study Transfer

4.1 Transfer in to the Institute

Students who wish to transfer in the Institute will have applications reviewed and decided on by the Institute's Commission of Student Affairs Management based on the following criteria:

- The curriculum of the previous institution must be similar to the curriculum of the Institute.
- Students must have a grade point average of 2.00 or higher in all subjects. In case any subject is less than 2.00, a student must study extra subject upon the institute requirement to complete the credit for that subject with the Institute.
- The grade point average for each subject that students receive from a previous institution must be equal to the credit value set by the Institute.
- A relevant member studies the scores on each subject to assess the qualifications of students to determine that they are capable to study according to the curriculum of the Institute and then handed over to the Commission for review.
- The Commission of Student Affairs Management will hold a meeting on admission to the Institute based on the results of the evaluation of the relevant member and other conditions of the Institute.

5. Academic Dismissal and Re-enrollment

5.1 Academic Dismissal

The Institute will consider that a student has dropped out if the student (old or new) is absent for 15 consecutive days (during working days) without informing information to institute.

5.2 Re-enrollment

Students who have requested a suspension from the Institute may be given the right to return for two semesters after the suspension, but these students are required to re-apply in accordance with the relevant procedures before coming back in order relevant procedures make a consideration and informing back whether they can or not.

FINANCE

1. Operating Manual and Guideline Tuition Fee Payment.

The Accounting & Operations Unit of the Planning and Finance Office receives student tuition payments, which have a variety of options, according to the price list approved by the ACLEDA Institute of Business Price Setting Committee.

1.1 Tuition Fee Payments

Payment Conditions

- **New Students**

Before the start of the term, students must pay their tuition and any administrative costs imposed by the ACLEDA Institute of Business (AIB).

- **Existing Students**

When the semester results are revealed, students can pay for tuition and/or other services (for the following semester) until 15 days after the new semester begins.

1.2 Terms for Payment of Tuition Fees 2021-2022:

Students can pay their tuition fees in a variety of ways, as detailed below:

- **The one-year tuition fee (full payment):** Paying tuition and/or other service costs for one year.
- **Payment of semester (half-year) tuition fees:** Making tuition payments and/or providing other services for semester studies (twice a year)
- **Payment of quarter tuition fees (4 times per year):**
 - For bachelor's and associate's degree, students make tuition and/or additional service fee payments for quarterly study four times a year, as follows:
 - First** : For Quarter 1, students must pay 25% of the full amount per year before classes start for Semester 1.
 - Second** : For Quarter 2, the payment is 25% of the full amount of the fee per year, due 60 days after classes start for Semester 1.
 - Third** : For Quarter 3, the payment is 25% of the full amount of the fee per year, Payment must be made before classes start for Semester 2.
 - Fourth** : For Quarter 4, the payment is 25% of the full amount of the fee per year, 60 days after classes start for Semester 2.

1.3 Suspension / Retention of Tuition Fees

Students who have previously met their financial commitments, whether current suspended students or refund students, are eligible to petition for a tuition suspension or deferral. However, in accordance with the study standards of the associate degree and bachelor's degree programs, this request must be approved by the Academic and Student Affairs Office (ASO).

1.4 Payment Method

Tuition and/or study materials can be paid for in a variety of ways by students:

- Payments from other banks scanning the KHQR code at the AIB counter
- Payments are made at the counter using its Point of Sale (POS) machine
- ACLEDA Mobile app for bill payment (school bill)
- Other ACLEDA Bank Plc. payment options are available during business hours in the Accounting and Operation Unit of the Planning and Finance Office.
- ACLEDA Bank Plc accepts payment. The counters in all of the nearby branches
- At the counter, pay in cash.

STUDENT SERVICES

1. Student Services Information

1.1 Student Counseling

Counseling means students seek to interact directly with lecturers to raise issues that they have encountered during their course of study.

1.2 Types of Issues on which consultation can be sought

The Institute identifies issues that can be consulted into two categories:

A. Academic Issues

Students may consult with an instructor or other relevant academic staff assigned by the Institute. These issues include:

- Study schedule
- Course Selection
- The potential need for a personal trainer
- Progress on education
- Interaction with Lecturers
- Complaints about educational evaluations, etc.

B. Student Welfare Issues

Students wishing to request a welfare consultation should contact the Academic and Student Affairs Office. These issues include:

- Physical health
- Mental health
- Emotional health
- Legal advice
- Finances
- Religious issues

All appointments are made confidentially and free of charge. If students need additional assistance, they will be advised to see an external professional for help.

1.3 Apprenticeship

All AIB students are required to do an apprenticeship according to the programs organized by the Institute. Overall, apprenticeships are an opportunity for students to gain valuable experience and work culture from the Bank or Company in relation to the skills they have learned in the classroom

1.4 Computer Lab Services and Technologies

The Institute has installed the latest S.I Group 5Mbps Internet system which is available to support the daily work and research of teachers and students. As such, the Institute provides Internet/WIFI in classrooms, computer rooms, full-time teacher rooms, libraries, Canteen and on-campus for use by students as needed.

Use of AIB Library computers

Students can request to use the library computer for a limited time of 3 hours for each request. The use of the library's computer is for research or typing school-related work only. The Librarian will be responsible for monitoring proper computer usage.

2. Discipline and Ethics

2.1 Discipline

A. Uniform

Students must have proper dress reflects the dignified behavior of an individual and the identity of the Institute. In order to maintain the above-mentioned behavior and identity during the study period, the Institute requires students to wear uniforms as stipulated in the Institute Student Uniform Principles, except for students studying during evening and weekend shifts.

B. ID card

Students must wear their ID cards at all times, while they are in classrooms and on campus. In case of loss ID card, information must be provided to the Office of Student Affairs and Student Affairs by students to report the loss and request again.

2.2 Ethics

A. Behavior

- At all times, students must behave appropriately to the Institute management, staff and all students in accordance with the ethics of the Institute.
- Students must participate in study programs regularly and be on time according to the curriculum and must cooperate well with the management and the staff of the Institute by conforming with attendance lists of students when needed and by submitting assignments to the Institute on time.
- Students must not be under the influence of alcohol and/or drugs that would hinder the study, safety of themselves and others when coming to study.

B. In Classroom

- Students must strictly respect the time and schedules of the Institute. Students must pay attention to their study, and not do anything that disturbs their classmates.
- When teachers or guests came to the classroom, students must remain calm and behave in dignified manner.
- When the teacher is absent or late for more than 15 minutes' students must remain silent, and the class president or student representative must contact and receive information from the Academic and Student Affairs Office.
- During break time of studying, students must maintain a dignified attitude, maintain order, that is, avoid shouting or quarrelling.
- When leaving a classroom or going home early due to necessary duties or personal illness, students must ask permission from the teacher.
- Students must not bring outside friends into their classrooms.
- Do not use phones or radios while studying.
- Food and beverages may be allowed only in certain places designated by the Institute. Food and beverages are not allowed in classrooms, the library, and laboratory or computer lab.
- Do not sing, dance or play any video that is not related to the study in the equipment owned by the Institute
- Do not use equipment belonging to the institute without permission.

C. On the Campus of ACLEDA INSTITUTE OF BUSINESS**Students must not:**

- Smoke, drink alcohol and use drugs or engage in trafficking.
- Organize, create and / or participate in all kinds of gambling or commit crimes that are against the national tradition.
- Do illegal trade or any kind of service.
- Do any activity that harms the honor and interests of the Institute and society.
- Shout or use obscene words and behave inappropriately according to Khmer traditions.
- Establish, lead and/or participate in any activity such as anti-obstruction, harassment, disorderly conduct, any formal meeting or conference held in an organization or any activity that is in violation of the law. The provisions of the agreement must not affect the educational mission of the Institute.
- Demonstrate a loss of aesthetics and damage to the environment, such as: graffiti on desks, doors, classroom windows, improperly dumping trash or chewing gum and spitting on stairs, floors, etc.

All inappropriate behavior must be reported to the Office of Personnel and Administration or Customer Service Agent immediately:

- Fire
- Students having a disease that needs immediate treatment
- Students arguing or or intentionally self-harm
- Theft
- Contains suspicious bad composition
- Fact others' materials or valuable documents in coincidence, etc.

3. Grievance Resolution Procedures

Grievance is an expression of dissatisfaction with the Institute for improving: service activities, staff behavior, teachers and a better education and training system at the Institute.

3.1 Objectives

To empower and give right to students, parents or guardians to protest and obtain timely solutions and maintain good relations between students and the institute.

3.2 Types of Grievance

The Institute divides grievances into three categories as follows:

- **Academic Grievance**

Academic grievance is a complaint related to Classroom environment, laboratory / operating room, teaching methods, curriculum, instructional materials, lecturer behavior, lecturer schedule and learning outcomes and result.

- **Support Grievance**

Consulting, scheduling, internships, internships, providing study information, issuing exam announcements, issuing exam results, certifications, library services, tuition fees, Wi-Fi speeds, dormitories, facilities Classrooms, toilets, security systems, electrical security, order, parking, motorbikes, cars and restaurants, etc.

- **Others:** Services which exclude beside than those listed above.

4. Student Misconduct and Penalties

The Institute provides training with a focus on quality, ethics and high employment rates. In order to achieve this goal, the students of the Institute are required to take full responsibility in their studies by adhering to academic honesty and good conduct. Copying or using other means that are not recognized by the Institute in the sense of taking advantage of academic results unequally with other students are strictly prohibited and considered illegal and a misdemeanor. Students will be penalized for their mistakes in violation of the procedures set by the Institute.

4.1 Misconduct Types

The Institute classifies student misconduct into two categories:

A. Common Misconduct

This is the practice of any prohibited act that violates the discipline, harms the dignity of other students, as well as the staff of the Institute and damages the reputation of the Institute.

B. Study Misconduct

Committing or helping others, committing any acts that are not honest in order to achieve good academic results, biased, and affecting the interests of other students. Other academic crimes include plagiarism, forgery, or exchange of study-related documents.

4.2 Punishment

A. Common Misconduct

- Petty

- Oral warning

Students who commit minor mistakes may be verbally informed of their misconduct in violation of a prohibited principle or procedure; or

- Written Warning

Students may be given written penalties by the Institute for actual misconduct that does not adversely affect the Institute's interests or reputation.

- Medium

If student commits an offense contrary to the principles or procedures set by the Institute at the intermediate level, the student will be considered for a period of suspension as determined by the Institute. During the suspension period, if the student changes their behavior, the penalty will be waived.

On the other hand, in case the student refuses to change and commits the same act again or other prohibited acts, the Institute will determine that the student will be suspended or, more seriously, will be expelled from the Institute.

- Serious

- In case of serious misconduct, the Institute will require the student to be suspended for a minimum of one semester up to four semesters.
- For any waiver, expiration or extension of suspension during the suspension, the Academic and Student Affairs Office has the right to decide if the student has met all the requirements or has committed other offenses.

- Students who are suspended will lose all rights with the Institute; even the right to enter the campus will be prohibited.
- Academic and Student Affairs Office will record the penalty on the student's record.

B. Academic Mistakes

In case the Institute finds that the student has made a mistake, the Institute will impose the following penalties:

- Refuse to accept the assignment and not allow the student to request the assignment again.
- Receive zero points on the assignment, exam or project, as well as make a record in the student's file.
- Suspend from the Institute for not more than one year and record in the transcript during the suspension, as well as record in the student's file.
- Expelled from school, recorded in the transcript and recorded in the student's file.
- If the Institute finds a student offense and the student admits to it, the offense may be detrimental to the student's academic achievement in obtaining their degree.

Notice

For violations of the conditions and regulations during examinations, the Institute will punish as follows:

- 1st time: 50 points deducted on the subject being tested
- 2nd time: dismissed from the exam and zero points received.

ACADEMIC AFFAIRS

Curriculum

I. Technical & Vocational Education and Training

I.1. Associate's Degree in Finance and Banking

Type : **Technical and Vocational Education and Training**
 Department : **Business Administration**
 Major : **Finance and Banking**
 Level : **5 (Associate's Degree)**
 Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		18 Credits (6 Courses)
AOC 201	The Art of Communication	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 203	Core English III	3
PHI 104	Ethics and Values for Professionals	3
PHI 105	Critical Thinking	3
2. Basic Courses		30 Credits (10 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
ACC 207	Managerial Accounting I	3
BUS 102	Introduction to Business	3
ECO 105	Principles of Economics	3
FIN 206	Financial Management I	3
FIN 206	Mathematics for Business and Economics	3
MKT 201	Principles of Marketing	3
STA 106	Statistics for Business and Economics	3
STA 207	Fundamentals of Quantitative Analysis	3
3. Core Courses		13 Credits (3 Courses)
APP 208	Apprenticeship – In Class Presentation	4
FIN 204	Banking Products and Services	3
BSC 207	Bank Skill Courses Choose 1 skill among of 3 Bank Skill Courses	6
SCO 207	Skills of Bank Credit Officer	
SMO 207	Skills of Bank Marketing Officer	
SOO 207	Skills of Bank Operations Officer	
Total		61 Credits

I.2. Associate's Degree in Accounting

Type : **Technical and Vocational Education and Training**
Department : **Business Administration**
Major : **Accounting**
Level : **5 (Associate's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		9 Credits (3 Courses)
ENG 101	Core English I	3
ENG 102	Core English II	3
PHI 104	Ethics and Values for Professionals	3
2. Basic Courses		6 Credits (2 Courses)
BUS 104	Introduction to Business	3
LAW 203	Cambodian Business and Company Law	3
3. Core Courses		46 Credits (14 Courses)
ACC 101	Bookkeeping, Control, and Accounting	3
ACC 102	Introduction to Costing	3
ACC 204	Managerial Accounting	3
APP 203	Work Experience Or Internship	4
COM 102	IT Skills and Software	3
FIN 202	Financial Statement Preparation	3
PRA 101	Applied Bookkeeping, Control, and Accounting	3
PRA 102	Lab for IT Skills and Software	3
PRA 103	Applied Introduction to Costing	3
PRA 104	Applied Introduction to Business	3
PRA 205	Applied Managerial Accounting	3
PRA 206	Applied Financial Statement Preparation	3
PRA 207	Applied Cambodian Taxation and Practices	3
PRA 208	Applied Cambodian Business and Company Law	3
TAX 204	Cambodian Taxation and Practices	3
Total		61 Credits

I.3. Associate's Degree in Insurance

Type : **Technical and Vocational Education and Training**
Department : **Business Administration**
Major : **Insurance**
Level : **5 (Associate's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		15 Credits (5 Courses)
AOC 201	The Art of Communication	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 203	Core English III	3
ENG 207	English for Business I	3
2. Basic Courses		30 Credits (10 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
BUS 104	Introduction to Business	3
ECO 105	Principles of Economics	3
ECO 203	Microeconomics	3
FIN 206	Financial Management I	3
MAT 105	Mathematics for Finance and Banking	3
MKT 210	Consumer Behavior	3
PHI 104	Ethics and Values for Professionals	3
STA 206	Statistics for Business and Economics	3
3. Core Courses		16 Credits (4 Courses)
API 205	Apprenticeship/Internship for Insurance	4
INS 208	Insurance Operations	3
INS 207	Introduction to Actuarial Mathematics	3
INS 105	Principles of General Insurance	3
INS 206	Principles of Life Insurance	3
Total		61 Credits

I.4. Associate's Degree in Logistics

Type : **Technical and Vocational Education and Training**
Department : **Business Administration**
Major : **Logistics**
Level : **5 (Associate's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		18 Credits (6 Courses)
AOC 201	The Art of Communication	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 203	Core English III	3
ENG 207	English for Business I	3
PHI 104	Ethics and Values for Professionals	3
2. Basic Courses		27 Credits (9 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
BUS 104	Introduction to Business	3
ECO 105	Principles of Economics	3
ECO 203	Microeconomics	3
FIN 206	Financial Management I	3
MAT 105	Mathematics for Finance and Banking	3
MKT 201	Principles of Marketing	3
STA 206	Statistics for Business and Economics	3
3. Core Courses		16 Credits (4 Courses)
APL 205	Apprenticeship/Internship for Logistics	4
LOG 208	Distribution Management	3
LOG 105	Introduction to Logistics	3
LOG 209	Inventory Management	3
LOG 207	Warehouse Management	3
Total		61 Credits

I.5. Associate's Degree in Export-Import Management

Type : **Technical and Vocational Education and Training**
Department : **Business Administration**
Major : **Export-Import Management**
Level : **5 (Associate's Degree)**
Curriculum Detail :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		18 Credits (6 Courses)
AOC 201	The Art of Communication	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 203	Core English III	3
ENG 207	English for Business I	3
PHI 104	Ethics and Values for Professionals	3
2. Basic Courses		30 Credits (10 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
BUS 104	Introduction to Business	3
ECO 105	Principles of Economics	3
ECO 203	Microeconomics	3
FIN 206	Financial Management I	3
MAT 105	Mathematics for Finance and Banking	3
MKT 201	Principles of Marketing	3
MKT 202	Principles of Purchasing	3
STA 106	Statistics for Business and Economics	3
3. Core Courses		13 Credits (3 Courses)
APE 205	Apprenticeship/Internship for EIM	4
EIM 113	Introduction to Export-Import	3
EIM 208	Export-Import Operations	3
EIM 209	E-Commerce	3
Total		61 Credits

I.6. Associate's Degree in English

Type : **Professional Higher Education**
Department : **Foreign Languages**
Major : **English**
Level : **5 (Associate's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		18 Credits (6 Courses)
COM 101	Microsoft Office Essential Skills	3
KHM 101	Khmer Studies	3
PHI 104	Ethics & Values for Professionals	3
STA 204	Introduction to Statistics	3
PSY 203	Introduction to Psychology	3
LAW 205	Introduction to Cambodian Law	3
2. Basic Courses		42 Credits (14 Courses)
ENW 101	Academic Writing I	3
ENW 102	Academic Writing II	3
ENW 203	Critical Reading and Writing I	3
ENW 204	Critical Reading and Writing II	3
GSE 207	Global Studies I	3
GSE 208	Global Studies II	3
CE 101	Core English I	3
CE 102	Core English II	3
CE 203	Core English III	3
CE 202	Core English IV	3
ENGL 206	Listening & Speaking Skills	3
LIT 101	Literature Studies I	3
LIT 102	Literature Studies II	3
ENGL 110	Public Speaking	3
Total		60 Credits

II. Higher Education

II.1. Bachelor's Degree's of Business Administration in Finance and Banking

Type	:	Higher Education
Department	:	Business Administration
Major	:	Finance and Banking
Level	:	6 (Bachelor's Degree)
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		24 Credits (8 Courses)
EMS 202	Employability Skills	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 203	Core English III	3
ENG 204	Core English IV	3
KHM 101	Khmer Studies	3
PHI 104	Ethics and Values for Professionals	3
PHI 105	Critical Thinking	3
2. Basic Courses		45 Credits (15 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
ACC 207	Managerial Accounting I	3
ACC 208	Managerial Accounting II	3
ADM 305	Office Administration	3
BUS 205	Business Laws and Ethics	3
ECO 105	Principles of Economics	3
ECO 306	ASEAN Politics and Economics	3
MAT 105	Mathematics for Finance and Banking	3
MGT 302	Principles of Management	3
MGT 403	Entrepreneurship	3
MKT 201	Principles of Marketing	3
RES 307	Research Methods	3
STA 106	Statistics for Business and Economics	3
STA 207	Fundamentals of Quantitative Analysis	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
3. Core Courses		43 Credits (14 Courses)
APP 407	Apprenticeship + in Class Presentation	4
FIN 206	Financial Management I	3
FIN 207	Financial Management II	3
FIN 308	Microfinance	3
FIN 310	Financial Statement Analysis	3
FIN 311	Financial Markets and Institutions	3
FIN 312	Risk Management and Insurance	3
FIN 413	Credit Management	3
FIN 414	International Financial Management	3
FIN 418	Digital Banking	3
FIN 419	Financial Auditing	3
FIN 421	Bank Operation Management	3
TAX 309	Taxation	3
BSC 306	Bank Skill Courses Choose 1 skill among of 3 Bank Skill Courses	3
SCO 306	Skills of Bank Credit Officer	
SMO 306	Skills of Bank Marketing Officer	
SOO 306	Skills of Bank Operations Officer	
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
BUS 403	Business Negotiation Skills	3
FIN 420	Personal Finance	3
MKT 410	Consumer Behavior	3
PMS 407	Project Management Skills	3
Total		121 Credits

Note:

- (1) Students who earn GPA more than 3.50 can prepare final Project report (individual/group) to research for graduation.
- (2) Students who earn GPA more than 3.75 can prepare thesis (individual) to research for graduation.

II.2. Bachelor's Degree's of Business Administration in Accounting

Type : **Higher Education**
Department : **Business Administration**
Major : **Accounting**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		18 Credits (6 Courses)
EMS 302	Employability Skills	3
ENG 101	Core English I	3
ENG 102	Core English II	3
KHM 101	Khmer Studies	3
PHI 104	Ethics and Values for Professionals	3
PHI 105	Critical Thinking	3
2. Basic Courses		30 Credits (10 Courses)
BUS 102	Introduction to Business	3
ECO 305	Principles of Economics	3
ECO 406	ASEAN Politics and Economics	3
LAW 203	Cambodian Business and Company Law	3
MGT 302	Principles of Management	3
MGT 403	Entrepreneurship	3
PRA 104	Applied Introduction to Business	3
PRA 208	Applied Cambodian Business and Company Law	3
RES 307	Research Methods	3
STA 306	Statistics for Business and Economics	3
3. Core Courses		67 Credits (21 Courses)
ACC 101	Bookkeeping, Control, and Accounting	3
ACC 102	Introduction to Costing	3
ACC 204	Managerial Accounting	3
ACC 310	Intermediate Accounting I	3
ACC 311	Intermediate Accounting II	3
ACC 412	Advanced Accounting I	3
APP 203	Work Experience or Internship	4

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
AUD 306	Principles of Auditing and Assurance	3
AUD 407	Advanced Auditing and Assurance	3
COM 102	IT Skills and Software	6
FIN 202	Financial Statement Preparation	3
FIN 310	Financial Statement Analysis	3
FIN 418	Digital Banking	3
FIN 419	Financial Auditing	3
FIN 422	Financial Management	3
PRA 101	Applied Bookkeeping, Control, and Accounting	3
PRA 103	Applied Introduction to Costing	3
PRA 205	Applied Managerial Accounting	3
PRA 206	Applied Financial Statement Preparation	3
PRA 207	Applied Cambodian Taxation and Practices	3
TAX 204	Cambodian Taxation and Practices	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
ACC 415	Strategic Management Accounting	3
ACC 416	Accounting Information System Management	3
ACC 417	International Accounting	3
TAX 408	Advanced Taxation	3
Total		124 Credits

Note:

(1) Students who earn GPA more than 3.50 can prepare final Project report (individual/group) to research for graduation.

II.3. Bachelor's Degree of Business Administration in Risk Management and Insurance

Type : **Higher Education**
Department : **Business Administration**
Major : **Risk Management and Insurance**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		24 Credits (8 Courses)
EMS 202	Employability Skills	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 207	English for Business I	3
ENG 208	English for Business II	3
KHM 101	Khmer Studies	3
PHI 104	Ethics and Values for Professionals	3
PHI 105	Critical Thinking	3
2. Basic Courses		51 Credits (17 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
BUS 204	Introduction to Business	3
BUS 205	Business Laws and Ethics	3
BUS 306	Doing Business in Digital Era	3
ECO 105	Principles of Economics	3
ECO 203	Microeconomics	3
ECO 204	Macroeconomics	3
ECO 306	ASEAN Politics and Economics	3
FIN 206	Financial Management I	3
FIN 311	Financial Markets and Institutions	3
MAT 105	Mathematics for Finance and Banking	3
MGT 301	Contemporary Management	3
MGT 403	Entrepreneurship	3
MKT 201	Principles of Marketing	3
RES 307	Research Methods	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
STA 106	Statistics for Business and Economics	3
3. Core Courses		37 Credits (12 Courses)
API 420	Apprenticeship/Internship for RMI	4
INS 205	Principles of General Insurance	3
RMI 213	Life and Health Insurance	3
RMI 310	Casualty Actuarial Mathematics	3
RMI 312	Insurance Laws	3
RMI 314	Life Actuarial Mathematics	3
RMI 317	Risk Assessment and Management	3
RMI 411	Insurance Operations Management	3
RMI 416	RMI Technologies	3
RMI 418	Corporate Risk Management	3
RMI 420	Risk Modeling	3
RMI 421	Reinsurance	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
BUS 403	Business Negotiation Skills	3
PMS 407	Project Management Skills	3
RMI 423	Employee Benefits and Retirement Planning	3
RMI 425	Insurance Product Development	3
Total		121 Credits

Note:

(2) Students who earn GPA more than 3.50 can prepare final Project report (individual/group) to research for graduation.

(3) Students who earn GPA more than 3.75 can prepare thesis (individual) to research for graduation.

II.4. Bachelor's Degree of Business Administration in Supply Chain Management and Logistics

Type : **Higher Education**
Department : **Business Administration**
Major : **Supply Chain Management and Logistics**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		24 Credits (8 Courses)
EMS 202	Employability Skills	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 207	English for Business I	3
ENG 208	English for Business II	3
KHM 101	Khmer Studies	3
PHI 104	Ethics and Values for Professionals	3
PHI 105	Critical Thinking	3
2. Basic Courses		48 Credits (16 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
BUS 204	Introduction to Business	3
BUS 205	Business Laws and Ethics	3
BUS 306	Doing Business in Digital Era	3
ECO 105	Principles of Economics	3
ECO 203	Microeconomics	3
ECO 204	Macroeconomics	3
FIN 206	Financial Management I	3
IB 314	Operations Management	3
MAT 105	Mathematics for Finance and Banking	3
MGT 301	Contemporary Management	3
MGT 403	Entrepreneurship	3
MKT 201	Principles of Marketing	3
RES 307	Research Methods	3
STA 106	Statistics for Business and Economics	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
3. Core Courses		40 Credits (13 Courses)
APS 420	Apprenticeship/Internship for SML	4
SML 210	Introduction to SML	3
SML 312	SML Laws	3
SML 313	Risk Management for SML	3
SML 314	Procurement and Sourcing Management	3
SML 315	Freight Transport and Distribution	3
SML 316	Warehouse and Material Handling Management	3
SML 319	Retail Logistics	3
SML 417	SML Technologies	3
SML 420	SML Modeling	3
SML 421	International Logistics	3
SML 422	Advanced Logistics Management	3
SML 426	Supply Chain Management and Logistics	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
BUS 403	Business Negotiation Skills	3
PMS 407	Project Management Skills	3
SML 418	Reverse and Green Logistics	3
SML 425	Global Alliances and International Supply Chain Management	3
Total		121 Credits

Note:

- (1) Students who earn GPA more than 3.50 can prepare final Project report (individual/group) to research for graduation.
- (2) Students who earn GPA more than 3.75 can prepare thesis (individual) to research for graduation.

II.5. Bachelor's Degree of Business Administration in International Business

Type : **Higher Education**
Department : **Business Administration**
Major : **International Business**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		24 Credits (8 Courses)
EMS 202	Employability Skills	3
ENG 101	Core English I	3
ENG 102	Core English II	3
ENG 207	English for Business I	3
ENG 208	English for Business II	3
KHM 101	Khmer Studies	3
PHI 104	Ethics and Values for Professionals	3
PHI 105	Critical Thinking	3
2. Basic Courses		57 Credits (19 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
BUS 204	Introduction to Business	3
BUS 205	Business Laws and Ethics	3
BUS 306	Doing Business in Digital Era	3
ECO 105	Principles of Economics	3
ECO 203	Microeconomics	3
ECO 204	Macroeconomics	3
ECO 306	ASEAN Politics and Economics	3
EIM 309	Payment Methods and Export Financing	3
FIN 206	Financial Management I	3
MAT 105	Mathematics for Finance and Banking	3
MGT 301	Contemporary Management	3
MGT 304	Human Resource Management	3
MGT 403	Entrepreneurship	3
MKT 201	Principles of Marketing	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
RES 307	Research Methods	3
SML 426	Supply Chain Management and Logistics	3
STA 106	Statistics for Business and Economics	3
3. Core Courses		31 Credits (10 Courses)
API 420	Apprenticeship/Internship for IB	4
IB 210	Global Marketing	3
IB 311	International Business Environment	3
IB 312	International Business Laws	3
IB 314	Operations Management	3
IB 315	Cross-Cultural Management	3
IB 417	Business Policy and Strategy Management	3
IB 418	Developing and Presenting Business Plan	3
IB 420	CEO Business Experiences	3
IB 421	Doing Business in Asia Pacific	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
BUS 403	Business Negotiation Skills	3
IB 422	Doing Business in China	3
MKT 410	Consumer Behavior	3
PMS 407	Project Management Skills	3
Total		121 Credits

Note:

- (1) Students who earn GPA more than 3.50 can prepare final Project report (individual/group) to research for graduation.
- (2) Students who earn GPA more than 3.75 can prepare thesis (individual) to research for graduation.

II.6. Bachelor of Science in Business Information Technology

Type : **Higher Education**
Department : **Science and Technology**
Major : **Business Information Technology**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		12 Credits (4 Courses)
ENG 105	English for Business	3
ENG 106	English for Computing	3
KHM 101	Khmer Studies	3
PHI 105	Critical Thinking	3
2. Basic Courses		33 Credits (11 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
ADM 305	Office Administration	3
ECO 105	Principles of Economics	3
IB 211	International Business Environment	3
MAT 104	Mathematics for Business and Economics	3
MAT 106	Mathematics for Computing	3
MGT 302	Principles of Management	3
MGT 403	Entrepreneurship	3
MKT 201	Principles of Marketing	3
SML 426	Supply Chain Management and Logistics	3
3. Core Courses		66 Credits (22 Courses)
BUS 205	Business Laws & Ethics	3
BUS 306	Doing Business in Digital Era	3
IT 101	A+	3
IT 103	VB .NET	3
IT 204	Data Communication	3
IT 205	Data Structure & Algorithms	3
IT 206	.Net C# Programming I	3
IT 207	.Net C# Programming II	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
IT 208	DBMS I	3
IT 209	DBMS II	3
IT 310	Web Development I	3
IT 311	Web Development II	3
IT 312	OOP Java Programming I	3
IT 313	OOP Java Programming II	3
IT 314	Network Administration	3
IT 315	Operating System	3
IT 317	Cloud Technology	3
IT 418	Information Security Risk Management	3
IT 419	Management Information System	3
IT 420	Mobile App. Dev. I	3
IT 421	Mobile App. Dev. II	3
IT 424	API-Web Service	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
BUS 403	Business Negotiation Skills	3
IT 431	Internet of Things (IoT)	3
IT 432	E-Payment	3
MKT 410	Consumer Behavior	3
Total		120 Credits

II.7. Bachelor of Science in Financial Technology

Type : **Higher Education**
Department : **Science and Technology**
Major : **Financial Technology**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		12 Credits (4 Courses)
AOC 301	The Art of Communication	3
ENG 105	English for Business	3
ENG 106	English for Computing	3
KHM 101	Khmer Studies	3
2. Basic Courses		24 Credits (8 Courses)
ACC 105	Financial Accounting I	3
ACC 106	Financial Accounting II	3
ECO 105	Principles of Economics	3
MAT 105	Mathematics for Finance and Banking	3
MAT 106	Mathematics for Computing	3
MGT 302	Principles of Management	3
MGT 403	Entrepreneurship	3
MKT 201	Principles of Marketing	3
3. Core Courses		75 Credits (25 Courses)
FIN 206	Financial Management I	3
FIN 207	Financial Management II	3
FIN 304	Banking Products and Services	3
IT 101	A+	3
IT 102	C/C++ Programming	3
IT 204	Data Communication	3
IT 205	Data Structure & Algorithms	3
IT 206	.Net C# Programming I	3
IT 207	.Net C# Programming II	3
IT 208	DBMS I	3
IT 209	DBMS II	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
IT 233	Computer Accounting	3
IT 310	Web Development I	3
IT 311	Web Development II	3
IT 312	OOP Java Programming I	3
IT 313	OOP Java Programming II	3
IT 314	Network Administration	3
IT 315	Operating System	3
IT 317	Cloud Technology	3
IT 418	Information Security Risk Management	3
IT 419	Management Information System	3
IT 420	Mobile App. Dev. I	3
IT 421	Mobile App. Dev. II	3
IT 424	API-Web Service	3
IT 428	Software Project Management	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
BUS 403	Business Negotiation Skills	3
FIN 420	Personal Finance	3
IT 431	Internet of Things (IoT)	3
IT 432	E-Payment	3
Total		120 Credits

II.8. Bachelor of Science in Computer Science and Engineering

Type : **Higher Education**
Department : **Science and Technology**
Major : **Computer Science and Engineering**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		9 Credits (3 Courses)
KHM 101	Khmer Studies	3
MAT 106	Mathematics for Computing	3
ENG 106	English for Computing	3
2. Basic Courses		21 Credits (7 Courses)
IT 101	A+	3
EE 203	Basic Electronics	3
IT 102	C/C++ Programming	3
IT 204	Data Communication	3
ECO 105	Principles of Economics	3
STA 413	Statistics	3
CS 103	Web Design	3
3. Core Courses		81 Credits (27 Courses)
IT 424	API-Web Service	3
EE 412	Artificial Intelligence	3
CS 205	CCNA	3
IT 417	Cloud Technology	3
CS 204	Computer Architecture	3
CS 308	Computer Vision	3
IT 105	Data Structure & Algorithms	3
IT 208	DBMS I	3
IT 209	DBMS II	3
CS 101	Graphic Design	3
IT 418	Information Security Risk Management	3
IT 331	Internet of Things (IoT)	3
CS 413	IT Project Management	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
CS 311	Linux	3
IT 419	Management Information System	3
IT 320	Mobile App. Dev. I	3
IT 321	Mobile App. Dev. II	3
IT 206	.NET C# Programming I	3
IT 207	.NET C# Programming II	3
IT 312	OOP Java Programming I	3
IT 313	OOP Java Programming II	3
CS 412	System Analysis	3
CS 310	UX/UI Design	3
IT 210	Web Development I	3
IT 211	Web Development II	3
CS 102	Windows Client	3
CS 309	Windows Server	3
4. Elective Courses		9 Credits (3 Courses)
Choose 3 courses among of 4 courses		
CS 414	Computer Ethics	3
CS 415	Data Science	3
IT 432	E-Payment	3
CS 416	Software Testing	3
Total		120 Credits

II.9. Bachelor of Arts in English for Business Communication

Type : **Higher Education**
Department : **Forgien Languages**
Major : **English for Business Communication**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		18 Credits (6 Courses)
COM 101	Microsoft Office Essential Skills	3
KHM 101	Khmer Studies	3
LAW 105	Introduction to Cambodian Law	3
PHI 104	Ethics & Values for Professionals	3
PSY 103	Introduction to Psychology	3
STA 104	Introduction to Statistics	3
2. Basic Courses		72 Credits (24 Courses)
BCS 309	Business Communication	3
CE 101	Core English I	3
CE 102	Core English II	3
CE 203	Core English III	3
CE 204	Core English IV	3
CE 305	Core English V	3
CE 306	Core English VI	3
EMS 302	Employability Skills	3
ENGL 206	Listening & Speaking Skills	3
ENGL 210	Public Speaking	3
ENW 101	Academic Writing I	3
ENW 102	Academic Writing II	3
ENW 203	Critical Reading and Writing I	3
ENW 204	Critical Reading and Writing II	3
GSE 207	Global Studies I	3
GSE 208	Global Studies II	3
LIT 201	Literature Studies I	3
LIT 202	Literature Studies II	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
LIT 303	Literary Criticism I	3
LIT 304	Literary Criticism II	3
OBS 301	Organizational Behavior	3
RES 306	Introduction to Research Methodology	3
STA 305	Statistics for Research	3
WSC 304	Advanced Business Communication	3
3. Core Courses		30 Credits (10 Courses)
BUS 405	Business Law and Ethics	3
BUS 406	Business Negotiation Skill	3
COMN 404	Intercultural Communication Skills	3
CUS 405	Customer Services	3
IPN 403	Internship and Report Writing	3
MGT 407	Principles of Management	3
MKT 402	Principles of Marketing	3
MKT 410	Consumer Behavior	3
MPA 403	Public Admin	3
WSB 408	Advanced Report Writing	3
Total		120 Credits

II.10. Bachelor of Arts in Teaching English as a Foreign Language

Type : **Higher Education**
Department : **Foreign Language**
Major : **Teaching English as a Foreign Language (TEFL)**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
4. General Courses		24 Credits (8 Courses)
COM 101	Microsoft Office Essential Skills	3
EMS 302	Employability Skills	3
KHM 101	Khmer Studies	3
LAW 105	Introduction to Cambodian Law	3
OBS 301	Organizational Behavior	3
PHI 104	Ethics & Values for Professionals	3
PSY 103	Introduction to Psychology	3
STA 104	Introduction to Statistics	3
5. Basic Courses		66 Credits (22 Courses)
BCS 309	Business Communication	3
CE 101	Core English I	3
CE 102	Core English II	3
CE 203	Core English III	3
CE 204	Core English IV	3
CE 305	Core English V	3
CE 306	Core English VI	3
ENGL 206	Listening & Speaking Skills	3
ENGL 210	Public Speaking	3
ENW 101	Academic Writing I	3
ENW 102	Academic Writing II	3
ENW 203	Critical Reading and Writing I	3
ENW 204	Critical Reading and Writing II	3
GSE 207	Global Studies I	3
GSE 208	Global Studies II	3
LIT 201	Literature Studies I	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
LIT 202	Literature Studies II	3
LIT 303	Literary Criticism I	3
LIT 304	Literary Criticism II	3
RES 306	Introduction to Research Methodology	3
STA 305	Statistics for Research	3
WSC 304	Advanced Business Communication	3
6. Core Courses		27 Credits (9 Courses)
EDU 402	Classroom Management	3
EDU 403	Testing and Evaluation	3
EDU 404	Educational Psychology	3
EDU 406	Applied Linguistics I	3
EDU 407	Applied Linguistics II	3
EDU 408	Foundation of Education	3
EDU 410	Foundational Principles of Curriculum and Practice	3
INP 402	Practicum	3
THS 408	Thesis	3
TM 401	Teaching Methodology	3
Total		120 Credits

II.11. Bachelor of Arts in English for Translation and Interpreting

Type : **Higher Education**
Department : **Foreign Language**
Major : **English for Translation and Interpreting**
Level : **6 (Bachelor's Degree)**
Curriculum Details :

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		24 Credits (8 Courses)
COM 101	Microsoft Office Essential Skills	3
EMS 302	Employability Skills	3
KHM 101	Khmer Studies	3
LAW 105	Introduction to Cambodian Law	3
OBS 301	Organizational Behavior	3
PHI 104	Ethics & Values for Professionals	3
PSY 103	Introduction to Psychology	3
STA 104	Introduction to Statistics	3
2. Basic Courses		66 Credits (22 Courses)
BCS 309	Business Communication	3
CE 101	Core English I	3
CE 102	Core English II	3
CE 203	Core English III	3
CE 204	Core English IV	3
CE 305	Core English V	3
CE 306	Core English VI	3
ENGL 206	Listening & Speaking Skills	3
ENGL 210	Public Speaking	3
ENW 101	Academic Writing I	3
ENW 102	Academic Writing II	3
ENW 203	Critical Reading and Writing I	3
ENW 204	Critical Reading and Writing II	3
GSE 207	Global Studies I	3
GSE 208	Global Studies II	3
LIT 201	Literature Studies I	3

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
LIT 202	Literature Studies II	3
LIT 303	Literary Criticism I	3
LIT 304	Literary Criticism II	3
RES 306	Introduction to Research Methodology	3
STA 305	Statistics for Research	3
WSC 304	Advanced Business Communication	3
3. Core Courses		30 Credits (10 Courses)
COMN 404	Intercultural Communication Skills	3
IPN 403	Internship and Report Writing	3
MPA 403	Public Admin	3
TRA 401	Issues and Problems in Translation Studies	3
TRA 402	Understanding Components of Language	3
TRA 403	Technical and Scientific Translation	3
TRA 404	Translation Strategies	3
TRA 430	Summary Translation & Sight Translation	3
TRA 460	Simultaneous Interpreting	3
WSB 408	Advanced Report Writing	3
Total		120 Credits

III. Graduate School

III.1. Master Major in Finance and Banking

III.1.1. Master of Business Administration in Finance and Banking (Course Work)

Type	:	Higher Education
School	:	Graduate School
Major	:	Finance and Banking
Level	:	7 (Master's Degree)
Path way	:	Course Work
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. Core Courses		15 Credits (5 Courses)
ACC 525	Advanced Managerial Accounting	3
BUS 653	Business Negotiation and Conflict Resolution	3
MGT 532	Business Ethics and Leadership	3
MGT 540	Applied Project Management	3
MKT 538	Marketing Management in Digital Age	3
2. Specialize Courses		27 Credits (9 Courses)
FIN 535	Corporate Finance	3
FIN 536	Credit Analysis and Lending Management	3
FIN 539	Applied Bank Operations Management	3
FIN 541	Bank Treasury Management	3
FIN 543	Applied Financial Statement Analysis	3
FIN 645	Business Planning Management	3
FIN 646	Investment Analysis	3
FIN 647	Risk Management and Financial Institutions	3
FIN 653	Financial Modeling	3
3. Research Courses		6 Credits (2 Courses)
RES 645	Applied Business Research Methods	3
STA 533	Applied Statistics	3
4. Elective Courses		6 Credits (2 Courses)
Choose 2 courses among of 3 courses		
AUD 652	Applied Audit and Assurance	3
ECO 635	Managerial Economics	3
FIN 652	International Banking	3
Total		54 Credits

III.1.2. Master of Finance and Banking (Course Work + Research)

Type	:	Higher Education
School	:	Graduate School
Major	:	Finance and Banking
Level	:	7 (Master's Degree)
Path way	:	Course Work + Research
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. Core Courses		9 Credits (3 Courses)
MGT 532	Business Ethics and Leadership	3
MGT 540	Applied Project Management	3
MKT 538	Marketing Management in Digital Age	3
2. Specialize Courses		24 Credits (8 Courses)
ACC 525	Advanced Managerial Accounting	3
FIN 535	Corporate Finance	3
FIN 536	Credit Analysis and Lending Management	3
FIN 539	Applied Bank Operations Management	3
FIN 541	Bank Treasury Management	3
FIN 543	Applied Financial Statement Analysis	3
IFB 647	Internship for Finance and Banking	3
FIN 645	Business Planning Management	3
3. Research Courses		18 Credits (5 Courses)
RES 645	Applied Business Research Methods	3
RES 659	Research Proposal and Defense	3
RES 660	Research Report and Defence	6
RES 661	Conference or Publication	3
STA 533	Applied Statistics	3
4. Elective Courses		3 Credits (1 Course)
Choose 1 courses among of 3 courses		
FIN 653	Financial Modeling	3
FIN 652	International Banking	3
FIN 647	Risk Management and Financial Institutions	3
Total		54 Credits

III.1.3. Master of Arts in Finance and Banking (Research)

Type	:	Higher Education
School	:	Graduate School
Major	:	Finance and Banking
Level	:	7 (Master's Degree)
Path way	:	Research
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		
	Core Courses	6 Credits (2 Courses)
FIN 535	Corporate Finance	3
FIN 539	Applied Bank Operations Management	3
	Specialize Courses	9 Credits (3 Courses)
ENG 520	Academic Writing for Graduate Studies	3
RES 645	Applied Business Research Methods	3
STA 533	Applied Statistics	3
2. Thesis		33 Credits (7 Courses)
THS 660	Thesis Proposal Writing	3
THS 661	Thesis Proposal Defense	3
THS 662	Conference or Proceeding Paper	3
THS 663	Thesis (Data Collection, Entry, Analyst, Report)	6
THS 664	Seminar	3
THS 665	Thesis Defense and Publication	9
THS 666	National or International Journal Publication	6
Total		48 Credits

III.2. Master Majorin Finance**III.2.1. Master of Business Administration in Finance (Course Work)**

Type	:	Higher Education
School	:	Graduate School
Major	:	Finance
Level	:	7 (Master's Degree)
Path way	:	Course Work
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. Core Courses		15 Credits (5 Courses)
ENG 520	Academic Writing for Graduate Studies	3
ACC 525	Advanced Managerial Accounting	3
MGT 540	Applied Project Management	3
MGT 532	Business Ethics and Leadership	3
BUS 653	Business Negotiation and Conflict Resolution	3
2. Specialize Courses		27 Credits (9 Courses)
ECO 535	Managerial Economics	3
FIN 535	Corporate Finance	3
FIN 537	Applied International Finance	3
FIN 538	Money and Capital Markets	3
FIN 543	Applied Financial Statement Analysis	3
FIN 642	Financial Institution Management	3
FIN 646	Investment Analysis	3
FIN 653	Financial Modeling	3
STA 535	Quantitative Methods in Decision Making	3
3. Research Courses		6 Credits (2 Courses)
RES 645	Applied Business Research Methods	3
STA 533	Applied Statistics	3
4. Elective Courses		6 Credits (2 Courses)
Choose 2 courses among of 3 courses		
AUD 652	Applied Audit and Assurance	3
FIN 657	Public Finance	3
MGT 643	Strategic Management	3
Total		54 Credits

III.2.2. Master of in Finance (Course Work + Research)

Type	:	Higher Education
School	:	Graduate School
Major	:	Finance
Level	:	7 (Master's Degree)
Path way	:	Course Work + Research
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. Core Courses		12 Credits (4 Courses)
ACC 525	Advanced Managerial Accounting	3
ENG 520	Academic Writing for Graduate Studies	3
MGT 532	Business Ethics and Leadership	3
MGT 540	Applied Project Management	3
2. Specialize Courses		21 Credits (7 Courses)
ECO 535	Managerial Economics	3
FIN 535	Corporate Finance	3
FIN 537	Applied International Finance	3
FIN 538	Money and Capital Markets	3
FIN 543	Applied Financial Statement Analysis	3
IFI 647	Internship for Finance	3
STA 535	Quantitative Methods in Decision Making	3
3. Research Courses		18 Credits (5 Courses)
RES 645	Applied Business Research Methods	3
RES 659	Research Proposal and Defense	3
RES 660	Research Report and Defence	6
RES 661	Conference or Publication	3
STA 533	Applied Statistics	3
4. Elective Courses		3 Credits (1 Course)
Choose 1 courses among of 3 courses		
FIN 646	Investment Analysis	3
FIN 653	Financial Modeling	3
FIN 657	Public Finance	3
Total		54 Credits

III.2.3. Master of Arts in Finance (Research)

Type	:	Higher Education
School	:	Graduate School
Major	:	Finance
Level	:	7 (Master's Degree)
Path way	:	Research
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		
	Core Courses	6 Credits (2 Courses)
FIN 535	Corporate Finance	3
FIN 539	Applied Bank Operations Management	3
	Specialize Courses	9 Credits (3 Courses)
ENG 520	Academic Writing for Graduate Studies	3
RES 645	Applied Business Research Methods	3
STA 533	Applied Statistics	3
2. Thesis		33 Credits (7 Courses)
THS 660	Thesis Proposal Writing	3
THS 661	Thesis Proposal Defense	3
THS 662	Conference or Proceeding Paper	3
THS 663	Thesis (Data Collection, Entry, Analyst, Report)	6
THS 664	Seminar	3
THS 665	Thesis Defense and Publication	9
THS 666	National or International Journal Publication	6
Total		48 Credits

III.3. Master Major in Management

III.3.1. Master of Business Administration in Management (Course Work)

Type	:	Higher Education
School	:	Graduate School
Major	:	Management
Level	:	7 (Master's Degree)
Path way	:	Course Work
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. Core Courses		15 Credits (5 Courses)
ACC 525	Advanced Managerial Accounting	3
BUS 653	Business Negotiation and Conflict Resolution	3
ECO 535	Managerial Economics	3
FIN 643	Applied Financial Statement Analysis	3
MKT 538	Marketing Management in Digital Age	3
2. Specialize Courses		21 Credits (7 Courses)
MGT 530	Applied Human Resource Management	3
MGT 532	Business Ethics and Leadership	3
MGT 535	Communication and Influence Skills for Managers	3
MGT 540	Applied Project Management	
MGT 643	Strategic Management	3
MGT 646	Total Quality Management	3
MGT 655	Entrepreneurship and Business Creation	3
3. Research Courses		12 Credits (4 Courses)
ENG 520	Academic Writing for Graduate Studies	3
RES 645	Applied Business Research Methods	3
STA 533	Applied Statistics	3
STA 535	Quantitative Methods in Decision Making	3
4. Elective Courses		6 Credits (2 Courses)
Choose 2 courses among of 3 courses		
LAW 651	Applied Business Laws	3
MGT 657	Logistics and Supply Chain Management	3
MGT 658	Applied Organizational Behavior	3
Total		54 Credits

III.3.2. Master of Management (Course Work + Research)

Type	:	Higher Education
School	:	Graduate School
Major	:	Management
Level	:	7 (Master's Degree)
Path way	:	Course Work + Research
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. Core Courses		12 Credits (4 Courses)
ACC 525	Advanced Managerial Accounting	3
ECO 535	Managerial Economics	3
ENG 520	Academic Writing for Graduate Studies	3
MKT 538	Marketing Management in Digital Age	3
2. Specialize Courses		18 Credits (6 Courses)
IMA 647	Internship for Management	3
MGT 530	Applied Human Resource Management	3
MGT 532	Business Ethics and Leadership	3
MGT 535	Communication and Influence Skills for Managers	3
MGT 540	Applied Project Management	
MGT 643	Strategic Management	3
3. Research Courses		21 Credits (6 Courses)
RES 645	Applied Business Research Methods	3
RES 659	Research Proposal and Defense	3
RES 660	Research Report Defense	6
RES 661	Conference or Publication	3
STA 533	Applied Statistics	3
STA 535	Quantitative Methods in Decision Making	3
4. Elective Courses		3 Credits (1 Course)
Choose 1 courses among of 3 courses		
MGT 646	Total Quality Management	3
MGT 655	Entrepreneurship and Business Creation	3
MGT 658	Applied Organizational Behavior	3
Total		54 Credits

III.3.3. Master of Arts in Management (Research)

Type	:	Higher Education
School	:	Graduate School
Major	:	Management
Level	:	7 (Master's Degree)
Path way	:	Research
Curriculum Details	:	

<u>Course Code</u>	<u>Course title</u>	<u>Number of Credits</u>
1. General Courses		
	Core Courses	6 Credits (2 Courses)
MGT 530	Applied Human Resource Management	3
MGT 535	Communication and Influence Skills for Managers	3
	Specialize Courses	9 Credits (3 Courses)
ENG 520	Academic Writing for Graduate Studies	3
RES 645	Applied Business Research Methods	3
STA 533	Applied Statistics	3
2. Thesis		33 Credits (7 Courses)
THS 660	Thesis Proposal Writing	3
THS 661	Thesis Proposal Defense	3
THS 662	Conference or Proceeding Paper	3
THS 663	Thesis (Data Collection, Entry, Analyst, Report)	6
THS 664	Seminar	3
THS 665	Thesis Defense and Publication	9
THS 666	National or International Journal Publication	6
Total		48 Credits

Teaching Methods

ACLEDA INSTITUTE OF BUSINESS has been using the Teacher Centered and Student Centered methods as a basis for its teaching methodology.

Teacher Centered

In teacher-focused education, teachers explain or interpret and students listen without getting involved.

Student Centered

Students pay attention to sharing and making a group discussion and presentation. Also both teachers and students share experience and learn from each other.

Spacious Classroom



Group Discussion



Role Play



Study Visits



Apprenticeships



Micro Business



➤ Outstanding Lecturer Award

Term I, Academic Year 2021 - 2022

Outstanding Lecturer Award
Warmest Congratulations

To
Ms. Oum Sokunthy
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 1 Teaching Methods
- 1 Classroom Management
- 1 Student Motivation
- 1 Student Assessment and Scoring
- 1 Morality

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.




Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Morn Pichkhema
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 1 Morality
- 2 Teaching Methods
- 2 Classroom Management
- 2 Student Assessment and Scoring
- 2 Student Motivation

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.




Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Lim Dina
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 1 Morality
- 2 Student Motivation
- 2 Teaching Methods
- 2 Classroom Management
- 2 Student Assessment and Scoring

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Thab Chanthorn
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 4 Teaching Methods
- 4 Classroom Management
- 4 Student Motivation
- 4 Student Assessment and Scoring
- 4 Morality

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Duch Nareth
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 5 Teaching Methods
- 5 Student Motivation

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Sou Lalin
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 4 Morality

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



Outstanding Lecturer Award
Warmest Congratulations

To
Ms. Chang Muoyseam
on being awarded as an Outstanding Lecturer,
Term I, Academic Year 2021-2022 with

- 5 Classroom Management
- 5 Student Assessment and Scoring

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



➤ Outstanding Lecturer Award

Term II, Academic Year 2021 - 2022

Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Rin Ratha
on being awarded as an Outstanding Lecturer,
Term II, Academic Year 2021 - 2022 with

- 1 Teaching Methods
- 1 Student Motivation
- 1 Student Assessment and Scoring
- 1 Morality
- 1 Classroom Management

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.




Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Pen Socheat
on being awarded as an Outstanding Lecturer,
Term II, Academic Year 2021 - 2022 with

- 1 Teaching Methods
- 1 Morality
- 1 Classroom Management
- 1 Student Assessment and Scoring
- 1 Student Motivation

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.




Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Morn Pichkhema
on being awarded as an Outstanding Lecturer,
Term II, Academic Year 2021 - 2022 with

- 2 Classroom Management
- 2 Student Motivation
- 2 Student Assessment and Scoring
- 2 Morality
- 2 Teaching Methods

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



Outstanding Lecturer Award
Warmest Congratulations

To
Mr. Tuy Sovannara
on being awarded as an Outstanding Lecturer,
Term II, Academic Year 2021 - 2022 with

- 2 Classroom Management
- 2 Teaching Methods
- 2 Student Assessment and Scoring
- 2 Student Motivation
- 2 Morality

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



Outstanding Lecturer Award
Warmest Congratulations


To
Mr. Nhanh Nhím
on being awarded as an Outstanding Lecturer,
Term II, Academic Year 2021 - 2022 with

- 2 Student Motivation
- 2 Teaching Methods
- 2 Morality
- 2 Student Assessment and Scoring
- 2 Classroom Management

Your excellent and outstanding service is proudly honored & felicitated by ACLEDA Institute of Business (AIB).
We are proud to declare that you deserve the pride.
Wishing you for all upcoming endeavors.



ACLEDA INSTITUTE OF BUSINESS

 #1397, Phnom Penh - Hanoi Friendship Blvd.,
Phum Anlong Kngan, Sangkat Khmuonh,
Khan Saensokh, Phnom Penh, Kingdom of Cambodia.

 023 999 944 | 023 986 937 | 015 600 410

 www.acleda-aib.edu.kh

 info@acleda-aib.edu.kh

 ACLEDA INSTITUTE OF BUSINESS