

**HSE**

M. NARIKBAYEV  
KAZGUU UNIVERSITY



# HIGHER SCHOOL OF ECONOMICS

2021-2022

«No wind favors him who has no  
destined port»  
Michel Eyquem De Montaigne

The present University Catalogue for 2021 – 2022 academic year is compiled with the aim to introduce students, teachers, and administration staff of the University, and all interested persons with all aspects of the University life. The Catalogue includes the information about the University, the Higher School of Economics, Bachelor, Master, PhD programmes and the academic system of the University. Moreover, there is the information about the academic policy, curriculum and organizational structures of the HSE for 2021 – 2022 academic year. Every student, lecturer and employee of the University has to carefully study the Catalogue and follow all the procedures and rules stipulated in it.



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## PART I OVERVIEW

M. Narikbayev KAZGUU University was founded by the Decree of the President of the Republic of Kazakhstan on March 14, 1994 as the joint stock company with the participation of the Ministry of Education and Science of the Republic of Kazakhstan. It is located in Nur-Sultan the capital city of Kazakhstan.

**The HSE Mission:** We unlock the potential of our students by continuously improving the academic quality of the programs through integrating into international education, research and business community and professional development.

**The HSE Vision:** By 2026, we will become one of the Central Asian leaders providing the world-class education and research demanded by the regional and global markets.

**The Primary HSE Goal:** Preparation of highly qualified and competitive specialists for a business environment that meets international market requirements.

### **The HSE Goals:**

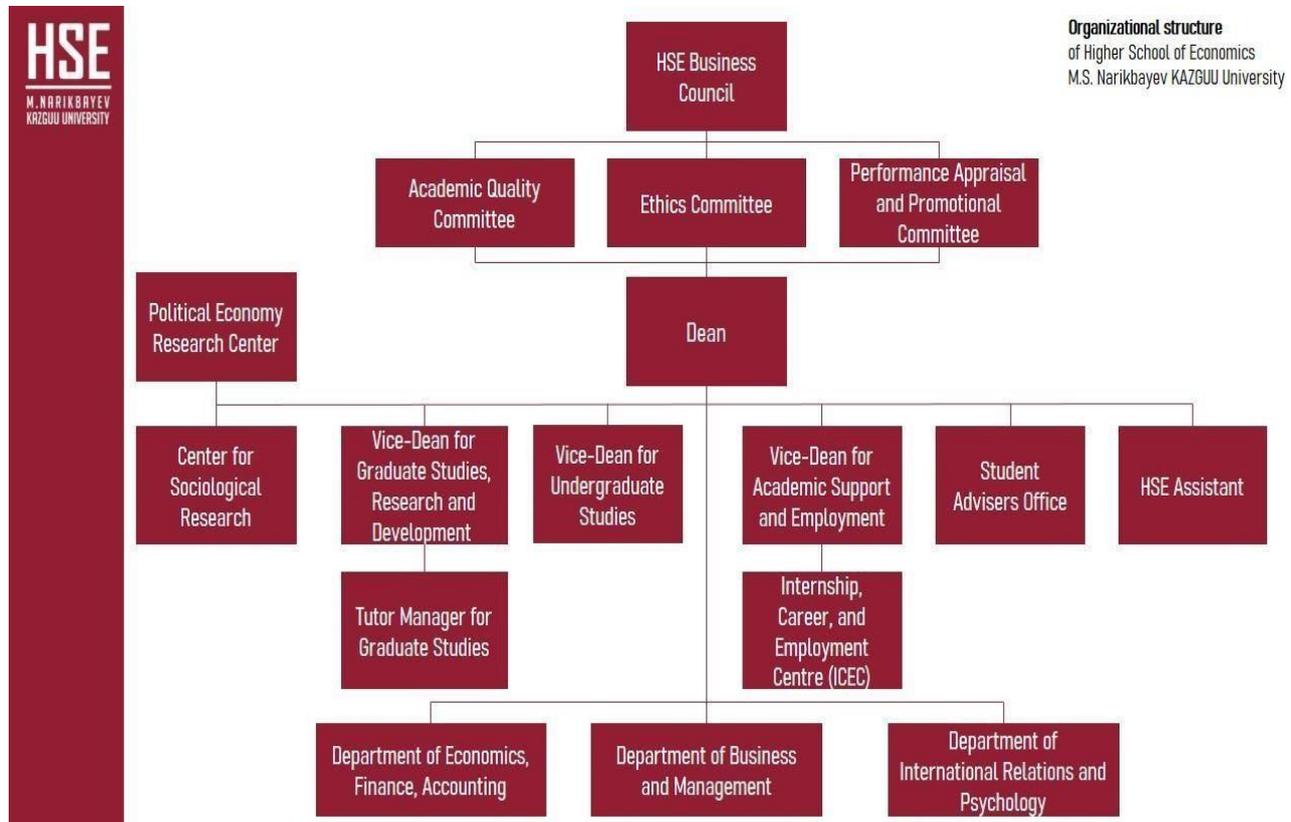
- Recognition of education programs by employers;
- Orientation towards international educational standards;
- Implementation of the case technologies in the educational process;
- Attracting practitioners as the course lecturers;
- Continuous analysis of the achieved learning outcomes;
- Teaching in English;
- Smooth transition to the principles on academic freedom;
- Completion of implemented ECTS technologies;
- Strengthening the practical orientation of the academic programs;
- Expansion of international relations: increasing number of international students, teachers, and double degree programs development;
- Development of students' professional and research competencies;
- Increasing number of full-time PhD professors with degree from top-ranked universities in the world and practitioners;
- Strengthening global employment and alumni communication;
- Strengthening cooperation and partnerships with employers;
- Strengthening the research potential of teaching staff;
- Quality assurance of the academic process;
- Establishing positioning of the HSE as a regional research center;
- Organization of scientific conferences and seminars;
- Involvement of students in research projects;
- Encouraging faculty to obtain a recognized international professional certification

### **The HSE Graduate is expected to demonstrate:**

- Honesty and ability to take individual responsibility;
- Independent strategic thinking and be a goal-oriented;
- Ability to work independently in a cross-cultural environment;
- Ability to form teams and work effectively in a team;
- Individual and justified decision-making and ethical behaviour;
- Ability to assess social, political, economic and cultural issues ethically Communication competences on professional and personal level;
- Further professional development; Comprehending business values.

M. Narikbayev KAZGUU University has three schools (faculties) providing training on 58 academic programmes at the level of Bachelor, Master and Doctoral (PhD) studies:

- The KAZGUU School of Liberal Arts;
- The KAZGUU Law School;
- The Higher School of Economics.



## ADMINISTRATION OF HSE

**Saule Kemelbayeva**, PhD, Director/Dean of the Higher School of Economics (HSE)

**Aizhan Toktabaeva**, PhD, Vice Dean for Undergraduate Studies

**Lyazzat Khairullina**, Ms, Vice Dean for Graduate Studies, Research and Development

**Zhanar Bolimbetova**, Ms, Vice Dean for Academic Support and Employment

**Bibikhazhar Salimova**, Head of Student Advisors office of HSE

## PART II ADMISSION POLICY AND REQUIREMENTS

### ADMISSION PROCEDURES

Higher School of Economics (HSE) seeks to enrol academically qualified high school students with outstanding academic records, who are able to achieve high results in a professional field. The following Admission Policy and Requirements for applicants are based on the HSE Academic Policy and the Standard of the Ministry of Education and Science (MES) of the Republic of Kazakhstan.

#### Applicants' Responsibility

HSE applicant must assume full responsibility for rules and regulations of the school and programme requirements for the chosen degree programme.

#### Admission Procedures for the Undergraduate Programmes

1. An applicant should submit all paper documents to M. Narikbayev KAZGUU University.
2. An applicant should meet all HSE academic programme requirements:
  - entry English proficiency requirement
  - entry major exam (Mathematics/English)

#### English Language Requirements

HSE applicant should take English Proficiency Test.

If the applicant provides Academic IELTS of 3.0 (A2 Pre-intermediate) band score or more, he/she does not take English Proficiency Test.

Test consists of four sections: reading (10 questions - 30 minutes), listening (20 questions - 30 minutes), and interview (15 minutes), essay (250 words - 60 minutes).

The test takes place in the KAZGUU University from July 1 to August 20, 2021.

There will be paid courses of the summer language school from June 20, 2021 (72 hours) at the KAZGYU University for applicants who want to improve own English.

After completing the English preparatory courses at the summer Language School of KAZGUU University, the student passes the exam again on a free basis. The dates of re-examination: 22, 24 August 2021.

#### English Language Requirements:

No	Major	KAZGUU English Placement Test	Academic IELTS	TOEFL IBT/ PBT
1	6B04111 Business Administration in Accounting 6B04114 Business Administration in Finance 6B04115 Business Administration in Management (with concentrations in HRM, Supply Chain and Industrial Management, Entrepreneurship and Innovation, Marketing) 6B04112 Business Administration in Economics and Data Science 6B03103 International Relations 6B04116 Business Administration in IT	Pre-Intermediate (A2) Min 40% from 100%*	Not less than 3,0**	30-40 IBT 397-433 PBT

\* An applicant who does not receive the required number of points on the KAZGUU English Placement Test is advised to pass an intensive three-week summer course at the GES Language Center on a paid basis and re-pass the KAZGUU English Placement Test to achieve Pre-Intermediate (A2) (min 40% of 100%)\*.

**\*\* Applicant who has submitted a confirming document on English language proficiency according to the requirements of higher schools (Academic IELTS from 3.0 points or its equivalent TOEFL IBT / PBT for non-linguistic majors) is exempt from the KAZGUU English Placement Test. The applicant must provide a copy of the IELTS certificate to the admission committee, as well as the original to the English Language Department for authentication**

Applicants who are planning to enroll in 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04115 Business Administration in Management (with concentrations in HRM, Supply Chain and Industrial Management, Entrepreneurship and Innovation, Marketing), 6B04112 Business Administration in Economics and Data Science, 6B03103 International Relations, 6B04116 Business Administration in IT and having a certificate Academic IELTS Band Score of 3.0 to 4.5, or its equivalent TOEFL IBT / PBT, in the first semester can be allowed to registration only for the general education courses.

Applicants who are planning to enroll in 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04115 Business Administration in Management (with concentrations in HRM, Supply Chain and Industrial Management, Entrepreneurship and Innovation, Marketing), 6B04112 Business Administration in Economics and Data Science, 6B03103 International Relations, 6B04116 Business Administration in IT and having a certificate Academic IELTS Band Score of 5.0 to 6.5, or its equivalent TOEFL IBT / PBT:

1. Based on the certificate, the course "English (A2B1)" is recalculated: 10 credits with a rating of 100%, "excellent" - 4.0.
2. In the first semester, registration is allowed for the following courses: "Introduction to Economics ", "Mathematics - I" or others that do not require prerequisites according to the HSE Catalogue.

Applicants who are planning to enroll in 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04115 Business Administration in Management (with concentrations in HRM, Supply Chain and Industrial Management, Entrepreneurship and Innovation, Marketing), 6B04112 Business Administration in Economics and Data Science, 6B03103 International Relations, 6B04116 Business Administration in IT and having a certificate Academic IELTS Band Score of 7.0 to 9.0, or its equivalent TOEFL IBT / PBT:

1. Based on the certificate, the course "English (A2B1)" and "Academic English" are recomputed with a rating of 100%, "excellent" - 4.0.
2. In the first semester, the following courses are allowed to be registered: "Introduction to Economics ", "Mathematics - 1", "Business Communications", "Organizational Behavior", "Business Ethics", "Microeconomics" or others that do not require prerequisites according to the HSE Catalogue.

### **Mathematics requirements**

For the major of 6B04115 Business Administration in Management (with concentrations in HRM, Supply Chain and Industrial Management, Entrepreneurship and Innovation, Marketing) according to the results of the UNT / CTA, applicant must score at least 15 points out of 40 possible in mathematics with a total result of a UNT / CTA certificate of at least 50 points.

For the major of 6B04116 Business Administration in IT based on the results of UNT / KTA, applicant must score at least 20 points out of 40 possible with a total result of the UNT / CTA certificate of at least 50 points.

For the major of 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04112 Business Administration in Economics and Data Science based on the results of UNT / KTA, applicant must score at least 25 points out of 40 possible with a total result of the UNT / CTA certificate of at least 50 points.

## The requirement to enroll graduates of Nazarbayev Intellectual Schools and Schools of International Baccalaureate

Rules of offset of courses of disciplines of the first course to graduates of the international baccalaureate and Nazarbayev Intellectual Schools based on the certificate of completion of the school program.

Transfer of courses on Higher School (faculty) of Economics

International Baccalaureate	HSE course	Courses counted for the Specialty 6B04111 Business Administration in Accounting 6B04114 Business Administration in Finance 6B04115 Business Administration in Management 6B04112 Business Administration in Economics and Data Science 6B03103 International Relations 6B04116 Business Administration in IT
English (having a certificate Academic IELTS Band Score of 5.0 to 6.5)	Cambridge English (A2B1)	10
Kazakh / Russian 1	Review of Academic Quality Committee	5
Kazakh / Russian 2	Review of Academic Quality Committee	5
Mathematics	"Mathematics I"	5
Economics	Review of Academic Quality Committee	5
History of Kazakhstan (Kazakhstan in the Modern World)	Contemporary History of Kazakhstan. Student also have a choice of registering on "Contemporary History of Kazakhstan" course.	5
IELTS no less than 7.0	Cambridge English (B2+)	10
Computer science	Information and Communication Technologies	5
Global perspectives and project work	Global perspectives and Identity I, II	6
Overall		<b>56</b>

## ADMISSION RULES FOR TRANSFER STATUS

In order to transfer to the next course, the student must meet the conditions at the end of the previous course, which are presented in table 2:

**Table 2. Transfer Requirements for completion of Undergraduate Degree Programmes courses of Higher School of Economics**

Major	Year	Min ECTS	Min GPA
6B04111 Business Administration in Accounting 6B04114 Business Administration in Finance	1	60	2.0
6B04112 Business Administration in Economics and Data Science	2	120	2.0
6B04115 Business Administration in Management 6B04116 Business Administration in IT 6B03103 International Relations	3	180	2.0
	4	240	2.0

To gain the “Bachelor Degree” from HSE students of all majors must:

- gain 240 ECTS (including);
- complete the Internship;
- gain at least 2.0 GPA
- complete the State Exam;

To defense thesis /project.

The students gain Bachelor degree if he/she meets all the requirements of HSE.

## CHANGE OF MAJOR/INTERNAL TRANSFER REQUIREMENTS

There are several ways students may change their major. In such cases, undergraduate students should submit an application to the SSC office within the period of no later than 5 days prior to the beginning of the academic year.

To change from one degree to another a student should consult their advisor for guidance and submit an approved decision from QAC, HSE. The change is possible after completing the first semester.

Students shall meet the following criteria:

- GPA must be no less than 2,0;
- *Fundamentals of the Theory of Economics* course should be on a pass basis
- at least 15 points on Mathematics according to the UNT/KT certificate for such majors as 6B04115 Business Administration in Management;
- at least 25 points on Mathematics according to the UNT/KT certificate for such majors as 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04112 Business Administration in Economics and Data Science;
- at least 40 points on English Language Test, or IELTS certificate 5,0 for students of such majors as 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04112 Business Administration in Economics and Data Science, 6B04115 Business Administration in Management.

*NOTE: in case a student doesn't meet the above mentioned criteria but he/she is still willing to enter the programmes such as 6B04111 Business Administration in Accounting, 6B04114 Business Administration in Finance, 6B04112 Business Administration in Economics and Data Science, he/she is recommended to take Mathematics course (60 academic hours) for additional payment at the HSE preparatory centre.*

## ENTRY REQUIREMENTS FOR INTERNATIONAL STUDENTS

HSE welcomes the great diversity of international faculty and students and we are thrilled that you are considering HSE, M. Narikbayev KAZGUU University for your education. We invite you to explore what it is like learning at the HSE and living on our campus in Nur-Sultan, Kazakhstan.

### Application Timeline

International students must apply through an online application, which will be open for all current and perspective undergraduate students of HSE from July 1<sup>st</sup> to October 1<sup>st</sup> (Spring Semester) and from January 1<sup>st</sup> to May 1<sup>st</sup> (Fall Semester). Your application will go through competitive selection criteria. Students who are best academically qualified will be eligible to enroll. GPA and Language requirements are main objectives of academic qualification.

Students should contact with an advisor before the application deadline in order to clarify the transfer credits and the courses.

### English Language Requirements

If English is not your first language, it is essential that your English language skills are good enough for you to take an intensive and challenging academic course that is taught and examined in English. Therefore, you may be asked to achieve one of the formal qualifications listed below as part of the conditions of your offer\*.

- **IELTS** – a minimum overall grade of 5,0
- **TOEFL IBT** - a minimum 75 points
- **TOEFL PBT** – a minimum 500
- **English: Proficiency** – grade A or B.
- **SAT**: at least 650 score

*\*If you do not have one of these formal qualifications but you are currently being taught in English, please contact one of the advisors for advice.*

### Credential Evaluators

HSE requires the official status of your school and need to verify the authenticity of documents:

- transcripts (A copy of the original transcripts should accompany the translation)
- two recommendation letters
- Personal Statement (500 words)

### Visa Information

Advisory Office and the Student Service will provide detailed information to the international applicants.

### Proof of Financial Support

Students should provide a Certified bank Statement in English verifying that they have sufficient funds available for their education.

### Medical Care & Health Insurance

All students who decided to enrol to HSE, M. Narikbayev KAZGUU University must submit a completed health history form through Student Health Centre.

HSE requires international undergraduate students to purchase health insurance.

### Campus Accommodation

If you are one of the enrolled students and you are planning to stay on campus, it is better to book a room in advance to make sure it suits your requirements before you arrive.

For more information on booking the room, please contact the Centre of Student Affairs.

## UNDERGRADUATE ACADEMIC COURSE LOAD

According to the Academic Calendar, every student registers online for the Fall/Spring Semester in the AIS Platonus in order to assign the individual credit load. Table 12 demonstrates the undergraduate credit load per semester.

The maximum number of credits, on which a student can register by him/herself per semester is 30 academic credits/ECTS; the minimum number of credits per semester is 20 academic credits/ECTS.

**Table 12. The required number of credits per semester.**

<b>№</b>	<b>Semester</b>	<b>Minimum number of ECTS/credits</b>	<b>Maximum number of ECTS/credits</b>
1	1 – 7	20/20	30/30
2	8	0	35/35 <sup>1</sup>
3	Winter/ Summer School	0	10/10

Based on the credits acquired early by the undergraduate students who retake the 7<sup>th</sup> or 8<sup>th</sup> semester classes, the cumulative number of credit load must be determined on the individual basis.

If the student does not register for the minimum number of credits per semester and does not take academic leave, he/ she can be expelled from the University according to the academic failure.

## **PART III THE HSE ALUMNI CLUB BY LAWS**

### **General Provisions**

"Higher School of Economics Alumni Club, M. Narikbayev KAZGUU University", hereinafter referred to as "Club", is a voluntary association created based on joint activity of graduates, students, teachers and administration of the HSE (the School). The club carries out its activities in Astana city for an indefinite period.

Club Activities are based on the principles of equality of its members, voluntariness, transparency and legality.

### **Goals and Objectives of the Club:**

- improving competitiveness and attractiveness of education provided by the HSE;
- development and strengthening of traditions, values, norms of corporate culture of the Schools;
- comprehensive assistance in the development of HSE as the leader of economic education;
- enhancing the role of the School on the national and international scene of education;
- providing all possible support to graduates in enhancing their social status and assistance in achieving their success in various professional fields;
- involving graduates in decision-making on strategic directions of development of the School and the University;
- promoting vocational training and re-training of alumni, students and faculty of the School;
- organization of receptions, presentations, press conferences, guest lectures, and reunions of the HSE;
- participation in scientific conferences, seminars, competitions held within the HSE;
- rendering students in work experience internship, job search, conducting "round tables", seminars, discussions in order to share experience;
- participation in the learning process: delivering lectures, conducting seminars on subjects covered in the specialties curriculum;
- assistance in attracting sponsorship.

### **Members of the club**

The graduates of the HSE of M. Narikbayev KAZGUU University who acknowledge the Charter and participate in the activities of the Club may become members of the Club.

### **Club members have the right to:**

- participate in the activities of the Club;
- receive information about activities involved in the development of core activities, plans and programmes of the Club;
- submit proposals for improving the Club to the Club Council;
- voluntarily withdraw membership by notifying the Club Council in written form.

### **Club members are required to:**

- comply with the requirements of the Charter;

<sup>1</sup> Individual cases are considered by the Academic Quality Committee of Higher School of Economics

- participate in the events organized by the Club.

**The highest governing body** of the Club is the Club Council. The Meeting is convened at least 1 time per year.

The Council consists of a maximum of 15 members, including:

- 4 representatives of the HSE;
- 11 representatives from Alumni.

Representatives of alumni are the bodies who are supportive of the goals and activities of the Club Council. Additional meetings of the Council may be convened at the discretion of the Chair. One third of the members of the Council shall constitute a quorum.

## **PART IV THE PROGRAMMES OF THE HSE**

### **INTERNSHIP PROGRAMME**

#### **A. INTRODUCTION**

To facilitate the transition from academic study to a professional career, ICEC joins in partnership with different organizations to provide the final learning experience, the internship, for the students. The internship is an opportunity to transfer and apply the knowledge and theory gained in the classroom to an actual agency setting. The best way to learn to function as a recreation professional is to work as a professional in the field. In this setting, the student can practice skills, apply knowledge, and test theories and concepts under the guidance and supervision of experienced professionals. The internship provides students with an opportunity to grow professionally, identify personal strengths and weaknesses, apply learned theory to practical situations, and gain an appreciation of the role, duties, and responsibilities of the work that the student has chosen as a career. The internship is designed cooperatively by ICEC, the university faculty, field professionals, and the student to provide an experience that is mutually beneficial to both the intern and the organization. Internship supervisors within the organization become the final link in the development of the intern as a new professional. This partnership creates the ultimate educational experience.

This manual is a guide to be used by the student in preparing for this educational experience. Read it, use it effectively.

#### **B. OBJECTIVES OF THE INTERNSHIP**

The aim of the internship program is to provide the student (future professional) with a comprehensive practical experience in a setting where learning is the primary objective of the experience. To this end, the basic purposes of the internship are:

FOR THE STUDENT: to complete his/her professional preparation program in a controlled and supervised field experience.

FOR THE UNIVERSITY: to sponsor and guide the student and to interpret the experience while the student applies theoretical knowledge to practice.

FOR THE ORGANIZATION: to provide a laboratory setting for the experience as well as professional guidance.

At the end of the internship experience, the student will have achieved the following expected outcomes:

1. Apply principles of program planning, implementation, and evaluation to agency setting.
2. Apply professional program skills and meet performance standards of the profession.
3. Recognize, understand, and accept own feelings toward profession.
4. Integrate theoretical knowledge with the application of program skills involved in professional practice.
5. Identify and apply basic supervision concepts.
6. Apply professional management skills and meet performance standards of the profession.
7. Apply basic concepts of management and administration.
8. Move from student to professional.

### **C. DESCRIPTION OF INTERNSHIP PLACEMENT PROCESS**

Early in the fall semester prior to the spring semester internship, an Internship Placement Process Orientation is held to inform potential Interns of the internship requirements and the placement process procedures. Additional information is available on CANVAS LMS on the Internship section. Following this meeting, students complete the "Intent to Intern" form and all requested information listed on form (replaced with Following this meeting, students complete the "Intent to Intern" online Google Survey form and all requested information listed on form in the Excel document format. The student is asked to list three to five potential organizations on the "Intent to Intern online Google Survey form. After completing the "Intent to Intern" form and related materials, the student schedules an individual meeting with internship coordinator. At this meeting the student's internship eligibility is determined and three (minimum) to five possible internship organizations are selected which will meet the student's professional development objectives. The student must receive formal approval from internship coordinator and academic advisor to contact the potential agencies and set up interviews. ICEC coordinator contacts each of the identified and approved organizations and checks to see if the organization is willing to accept an Intern. If these conditions are met, ICEC makes an interview appointment if necessary by the organization. The student meets with a supervisor at each of the three to five identified agencies to determine the most appropriate internship. When the Internship Coordinator and student have made the final organization selection, contracts are prepared by the Internship, Career and Employability Center and signed by the student, the organization representative, and the Internship Coordinator. Then and only then is the intern site placement process officially complete.

### **D. STUDENT ELIGIBILITY REQUIREMENTS**

Higher Schools of Economics students are required to complete and pass exam session in order to be eligible for an internship. The following procedures, tasks are to be used in preparation for internship placement. It is the student's responsibility to ensure that all procedures have been followed and that deadline dates have been met.

Each student should:

1. Pass all exams;
2. Attend "A" Step to Successful Career program- get a certificate;
3. Choose internship organization;
4. Sign documents with ICEC and Organization;
5. Attend 8 weeks of internship at the organization;
6. After completing internship hours, each student required to write a report and support it with all necessary information;
7. Present internship result report to the internship and academic programs coordinators;

The coordinators make a decision after reviewing internship report of each student and grade it.

Note\* Internship grade marks separately in the transcript.

## **E. ORGANIZATION ELEGIBILITY REQUIREMENTS**

To ensure appropriate internship placement, the organization must meet the following 11 requirements:

1. Be approved by HSE ICEC, student's Faculty Intern Advisor, Internship Coordinator, & Department;
2. Be professionally recognized and competent in the delivery of programs and/or services within the industry (be active in the labor market for at least three years);
3. Be a new work setting and/or experience with substantially different job responsibilities than previous and/or current employment;
4. Reflect the concentration/emphasis/interest area as indicated on the advising worksheet;
5. Provide a qualified (e.g., education, experience, and/or certification) Intern supervisor;
6. Provide supervision and mentorship contributing to professional development;
7. Provide opportunities to observe and participate in all aspects of program/service delivery;
8. Be willing to participate in the Intern evaluation process;
9. Be available for mentoring through ten weeks of student internship;
10. Provide resources necessary to support intern in the satisfactory completion of his or her goals and objectives, and the completion of assigned duties/tasks (e.g., equipment, materials, work space);
11. Does not belong to the group of sole proprietorships

## **F. TRANSFERS/TERMINATION**

In unusual circumstances, an Intern will be allowed to transfer or terminate an internship placement. This action will be taken only with the final approval of the ICEC Chair and HSE Chair after meeting with the Intern, Faculty Supervisor, and Organization Supervisor and only after it is agreed that it is in the best interest of all those involved.

## **G. INTERN COMPENSATION**

It is the Department's philosophy that a high degree of excellence and professional development must be maintained in the Internship program. We believe that this philosophy is maintained by a strong professional commitment and a close working relationship between and among the Intern, the Organization, and the ICEC and faculty. We also believe that this philosophy can best be accomplished by a voluntary commitment on the part of the Intern; at the same time, however, we recognize the financial commitment required of Interns.

Therefore, the following policy is established:

*Higher School of Economics ICEC allows an Intern the opportunity to receive compensation from the Organization during Internship. Said compensation shall be negotiated between the Intern and the Organization during the contracting stage and shall be clearly stated on the Intern Contract and approved by the Intern Coordinator. Although recognizing that compensation is an arrangement between the Intern and Organization, HSE ICEC retains the responsibility to ensure that the Internship experience complies with the philosophy and expectations of the Department. If a problem arises, the Department may transfer an Intern to another organization or disallow university credit for the internship.*

## **H. INTERNSHIP POLIC FOR GRADUATE STUDENTS**

*According to the requirement of the Ministry of Education, Graduate Students enrolled in the profile programs (60 and 90 ECTS) are obliged to pass industry internships.*

1. *If a graduate student has current or past 6-months full-time working experience relevant to the enrolled educational program, this experience might be counted towards program internship requirements. A graduate student should present a confirmation of his employment. Nevertheless, no letter grade will be assigned*
2. *If a graduate student doesn't have a track of employment records or relevant work experience, he should apply to the Career and Corporate Development Center.*

3. A graduate student might also be assigned as a Research Assistant (RA) within HSE. The main goal of RA is to provide support and assistance to the supervisor in conducting research activities. A supervisor and RA should have a meeting where scope and range of responsibilities should be discussed. A supervisor should document agreements reached and send them to the Graduate Office. However, RA's workload shouldn't exceed 10 hours per week and 10 weeks per semester. Any academic disputes between a supervisor and RA should be brought to the Vice-Dean for Research/Dean's office. Any unresolved dispute will be proceeded in the Disciplinary Committee. RA's performance should be evaluated by the supervisor and grade should be published in the Canvas in accordance with the Academic Calendar.

### Intent to Internship form

**Directions: Fill out the form and submit it by October 1<sup>st</sup> of the senior year. Current resume must accompany your application.**

*Please Note: Applications are to be returned to the ICEC, office 511 or sent by email to [carecenter hse@kazguu.kz](mailto:hse@kazguu.kz).*

1. Name: \_\_\_\_\_
2. Phone number/email address: \_\_\_\_\_
3. Major: \_\_\_\_\_
4. Date of internship: \_\_\_\_\_
5. Please list 1-3 places where you would like to intern:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
6. List your internship advisor: \_\_\_\_\_
7. Please list your areas of interest according to your major field.  
\_\_\_\_\_

## **A-STEP TO GRADUATE PROGRAMME**

A-Step to Graduate Programme is a unique programme of the Higher School of Economics for graduate students. This programme helps to develop skills of successful positioning and promotion in the labour market. The programme prepares students for the job search process and helps to develop necessary skills such as time management, interview skills, presentation skills, etc. Participants of the programme receive a certificate of attendance on lectures and an additional mark in a diploma.

## MINORS

While preparing for their intended career with their major, students can choose one or more minor programs.

In the course of the academic program, a student may choose to pursue no more than two minors. If a student wants to master more than two minors, he or she should submit application to the Academic Quality Committee of the Higher School.

Certification Program Education is not more than 5 years.

Credits on the studied discipline in the framework of the certification program can be graded to specialties in accordance with the M. Narikbayev KAZGUU University academic program within 5 years from the date of registration to the discipline. If this period has expired, the final mark in the discipline is not valid and the student has study it again to obtain credits in the discipline.

## MINOR IN MARKETING

Marketing minor program is developed to provide a full set of fundamental skills and work place competencies essential for success. Student will learn theoretical foundations of marketing communications, marketing research, brand management.

### Learning outcomes:

The graduates of the program should be able to:

- Apply marketing concepts, tools and techniques for problem solving and decision-making;
- Address issues related to marketing communications, marketing research, brand management, consumer behavior;
- Demonstrate competence and creativity in originating and integrating ideas related to the managerial problems;
- Collect, analyze, appraise and present information in a way that contributes to the problem solving;
- Evaluate effectiveness and impact of the marketing programs;
- Demonstrate communication, team-working and management skills;
- Apply principles of integrity and ethics within business environment;
- Develop transferrable intellectual and study skills;

### Entry Requirements:

- Student should be a 2nd, 3rd or 4th level student of KAZGUU University;
- Minimum level of GPA required to enter the programme is 2.67;
- Student should select all courses from the list;
- Students shall take the "MGT MKT2201/Principles of Marketing course as required.

### Exit Requirements:

- Student should earn 25 credits or 25 ECTS;
- Minimum level of GPA required to graduate from the programme is 2.67;
- If student does not meet exit requirements he will not be able to receive the certificate.

## CONTENT

Course Code	Name	Number of credits
<b>Required</b>		
MGT MKT3303	Integrated Marketing Communications	5
MGT MKT3302	Digital Marketing	5
MGT MKT3304	Consumer Behaviour	5
MGT MKT3305	Brand Management	5
MGT MKT3306	Advertising Strategy and Promotion	5

## MINOR IN SUPPLY CHAIN MANAGEMENT

The program provides the necessary theoretical and practical skills for those who wants to work within Supply Chain & Logistics Management across various industries. Students will acquire the basic of a 'supply network' concept and complex relationships that comes with it; learn the operational functions and supply chain processes as well as the material and information flow; understand the importance of technologies as enablers. In addition, the program will help to develop a strategic thinking, practical knowledge, negotiation and problem-solving skills.

### Learning outcomes:

Upon completion of this program, graduates will:

- Understand the main concepts of the wide topic of supply chain which can be considered as a backbone of any production and business;
- Apply advanced knowledge of the relations between supply chains and relevant theories within economics and business administration;
- Develop an understanding of global supply chains, its challenges and the importance of up-to-date innovations, including analytics and advanced technology usage;
- Be familiar with the current procurement & inventory management theories, practices and concepts;
- Use and analyse data in a holistic approach to make informed decisions;
- Optimize the value to customers, markets, and other stakeholders through the application of standard frameworks and models, which encompass supply chain process analysis.
- Analyse and evaluate the design, layout and processes of warehouse;
- Acquire contextual knowledge and critical management skills such as negotiating to identify and address supply chain issues.

### Entry Requirements:

Student should be a 2nd, 3rd or 4th level student of M. Narikbayev KAZGUU University

Student should select all courses from the list

Students shall take the MGT2203/ Operations Management course as required.

### Exit Requirements:

- Student should earn 25 credits or 25 ECTS
- Minimum level of GPA required to enter the programme is 2.67
- If student does not meet exit requirements, he will not be able to receive the certificate.

## CONTENT

Course Code	Name	Credit/ECTS	Language
MGT SCM3301	Supply Chain Management	5	ENG
MGT SCM3302	Procurement & Inventory Management	5	ENG
MGT SCM3303	Transport Techniques & Management	5	ENG
MGT SCM3304	Storage & Warehousing Techniques	5	ENG
MGT SCM3305	Principles of Industrial Analysis	5	ENG

## MINOR IN ENTREPRENEURSHIP AND INNOVATION

The program provides the necessary theoretical and practical skills to work in the creation of start-ups and innovations in business. Students will learn about the basics of formation, functioning and development of business, as well as the processes of development and introduction of a new product to the market, commercialization of innovative projects.

### Learning outcomes:

Upon completion of this program, graduates will:

- Analyse and evaluate the impact of the business environment on business opportunities and strategy;
- Develop, implement and commercialize new product, process;
- Foresee, assess and manage risks when creating new companies;
- Assess the likely financial needs of the new company and find sources of funding;
- To develop a business model of a new company;
- Develop and write a business plan for a new product, company

### Entry Requirements:

- The program is available for all students of KAZGUU 2, 3 and 4 courses
- GPA average score for admission to the program is not less than 2.67
- Completion of courses Management, Marketing, Finance and Accounting.

### Exit Requirements:

- Certificate is issued to students after completion of 5 courses. Students must earn 25 credits (25 ECTS)
- Minimum level of GPA for successful completion of the program - 2.67

If student does not meet exit requirements he will not be able to receive the certificate.

## CONTENT

Course Code	Name	Credit/ECTS	Language
MGT ENT3301	Innovation Management	5	ENG
	Start-up Project	5	ENG
<b>Electives</b>			
MGT ENT3302	Design Thinking	5	ENG
MGT ENT3303	Product Management	5	ENG
MGT ENT3304	Business Modelling	5	ENG
MGT ENT3305	Global Entrepreneurship	5	ENG
MGT ENT3306	Technopreneurship	5	ENG

## MINOR IN PUBLIC RELATIONS

The Certificate Programme in PR is written for prospective and current students of HSE and HSL. In this programme, students will study fundamental theoretical knowledge in the field of public relations, including the basics of communication theory, mass media, reputation management, the principles of media relations, government relations, internal and external corporate communications, PR in crisis situations. During the course, students will examine and analyse cases of local and international companies in the field of public relations and corporate communications.

### Learning outcomes:

The students will be able to:

- Participate in the development and implementation of public relations strategies in government, commercial, non-profit organizations and media;
- Participate in the creation of an efficient communication infrastructure of an organization, ensuring internal and external communications, building and maintaining a corporate culture;
- Plan and carry out PR-campaigns;
- Interact with the media;
- Effectively use communication skills in their activities;

### BENEFITS OF ATTENDING:

- Obtaining basic skills in public relations;
- Studying practical experiences of local and international companies;
- Obtaining skills of mass, business and personal communications;

### PROGRAMME DESCRIPTION

- The following elective courses are available for the current 3<sup>rd</sup>-4<sup>th</sup> year students and all perspective participants both in terms of their academic programme and on commercial basis as well.

- In order to earn **an undergraduate degree** the participants must complete 240 ECTS/240 credits.

- Upon the completion of the programme, students will be awarded a CERTIFICATE IN PUBLICRELATIONS.

The certificate is awarded upon completion of five courses. Students must earn 25 credits or 25 ECTS. Each course will carry 5 credits (5 ECTS). Minimum level of GPA required to graduate from the programme is 2.67. In case if students gain less than GPA 2.67, the certificate will not be awarded towards the degree.

### Eligibility:

- The programme is open for all 3<sup>rd</sup> and 4<sup>th</sup> level students of M. NARIKBAYEV KAZGUU UNIVERSITY;
- The HSE & HSL students will be obligatory to select two courses from the required courses list;
- The HSE & HSL students will be required to select at least three courses from the elective courses List;
- Graduate students are also eligible for the programme; however none of the courses will be counted towards their degree requirements.

**Public Relations Module** will not require prerequisites; however, the required level of English will be equivalent to IELTS 5 or Upper-Intermediate level

### Course waivers:

- Each of the courses could be treated as KAZGUU free electives for the 3<sup>rd</sup> - 4<sup>th</sup> year students of M. Narikbayev KAZGUU University.
- The number of credits to graduate from the bachelor will remain 240 ECTS.

### Exit requirements:

- Programme exit requirements will remain consistent with the current policy of M. Narikbayev KAZGUU University and a GPA of 2.67.

- Upon the completion of the programme, students will be awarded a CERTIFICATE IN PUBLIC RELATIONS.

### Programme content

This programme provides a relevant, fundamental and systematic knowledge in the field of public relations. It covers the basics of mass communications, reputation management, internal and external corporate communications. The program examines the issues of interaction with the media, government agencies, and the public in a professional manner, taking into account the best practices of local and international companies. Students shall take the Public Relations course as required one and pass it with the grade not less than B-. In order to be certified the participants must take two required courses and three electives from the list. All

participants of this course are obliged to take Capstone Project based on a real case. The research should culminate in a presentation.

## CONTENT

Course Code	Name	Credit/ECTS	Language
<b>Required</b>			
MGT MKT3308	Public Relations	5	ENG
PR3301	Crisis Communications	5	ENG
MGT4308	Leadership	5	ENG
<b>Electives</b>			
BUS2201	Business Communications	5	ENG
BUS3203	Business Ethics	5	ENG
	PR and Marketing Communications	5	ENG

## MINOR IN INTERNATIONAL RELATIONS

The Certificate Programme in IR is open for students of HSE and HSL. The students will acquire theoretical perspectives and empirical knowledge on contemporary international political, security and economic relations. They will acquire interdisciplinary skills to understand main events in contemporary world politics and to analyze main factors influencing decisions of State and non-State actors in global and regional settings. Analytical skills and knowledge obtained during the Minor program will help students to pursue successful career in international organizations, public agencies, national and international companies.

### Learning outcomes:

The students will be able to:

- acquire advanced understanding of main theories of International Relations
- acquire skills to analyze the most important phenomena and processes that govern international relations between states and other actors of world politics
- understand the essence of relations between states and non-state actors (EU, WTO, EAEU etc.);
- develop knowledge about main issues and challenges of global governance
- identify major instruments of foreign policy: soft power (diplomacy, foreign investment) and hard power (economic sanctions etc.);
- demonstrate abilities to provide comprehensive analysis of further changes in international relations;
- be aware of the role of a negotiator and mediator in conflict resolution by diplomatic means;
- organize work in project groups.

### Benefits of Attending:

- mastering skills for understanding and analyzing fundamental logic of International Relations and legal environment
- preparation for continuing with Master level study in the field of International Relations and International Organizations
- improving organizational leadership performance and preparation for a career in international organizations and companies

### Programme Description

-The following elective courses are available for the current 3<sup>rd</sup>-4<sup>th</sup> year students and all perspective participants both in terms of their academic programme and on commercial basis as well.

-In order to earn **an undergraduate degree** the participants must complete 240 ECTS.

Upon the completion of the programme, students will be awarded a CERTIFICATE IN INTERNATIONAL RELATIONS.

The certificate is awarded upon completion of five courses. Students must earn 25 credits or 25 ECTS. Each course will carry 5 credits (5 ECTS). Minimum level of GPA required to graduate from the programme is 2.67. In case if students gain less than GPA 2.67, the certificate will not be awarded towards the degree.

### Eligibility:

- The programme is open for all 3<sup>rd</sup> and 4<sup>th</sup> level students of M. NARIKBAYEV KAZGUU UNIVERSITY
- The introductory course will be offered for the 1<sup>st</sup> year students
- The HSE & HSL students will be obligatory to select two courses from the required courses list
- The HSE & HSL students will be required to select at least three courses from the elective courses list
- Graduate students are also eligible for the programme; however, none of the courses will be counted towards their degree requirements.

**International Relations Module** will not require prerequisites; however, the required level of English will be equivalent to IELTS 5 or Upper-Intermediate level

### Course waivers:

- Each of the courses could be treated as KAZGUU free electives for the 3<sup>rd</sup> - 4<sup>th</sup> year students of M. Narikbayev KAZGUU University.
- The number of credits to graduate from the bachelor will remain 240 (240 ECTS).
- Exit requirements:
- Programme exit requirements will remain consistent with the current policy of KAZUU University and a GPA of 2.67.

- Upon the completion of the programme, students will be awarded a CERTIFICATE IN INTERNATIONAL RELATIONS.

**Programme Content**

This programme introduces the basic knowledge and concepts of IR. It will also introduce key theoretical approaches to the study of IR. It provides the foundational and historical background of IR. It examines the structure of IR through different approaches and analysis of national and international materials. Students shall take the “IR3201/Fundamentals of International Relations course as required one and pass it with the grade not less than B-. In order to be certified the participants must take two required courses and three electives from the list. All participants of this course are obliged to take Capstone Project course as a final. The research should culminate in both a written report and an oral presentation. The capstone project can be considered as your Bachelor Thesis.

**CONTENT**

Course Code	Name	Credit/ECTS	Language
IR1301	Fundamental Theories of International Relations	5	ENG
IR2304	Global Political Economy	5	ENG
BUS4304	International Business	5	ENG
IR2303	Globalization and International Organizations	5	ENG
IR4319	International Negotiation and Diplomacy	5	ENG

## MINOR IN HUMAN RESOURCES MANAGEMENT

Development of human capital is one of the most important goals of the organization. Certificate in HRM gives a student an opportunity to be prepared for the position in human resources department. Students will be able to utilize different tools and techniques to manage employee in a way that aligns with organizational goals.

At the end of the program, students should be able to:

- Address organizational challenges;
- Develop strategic plans for organization with focus on human resources;
- Understand business process related to organizational goals;
- Evaluate the effectiveness of HRM practice;
- Integrate HRM functions with organizational strategy to improve business performance;
- Communicate effectively through speaking and writing skills;
- Demonstrate leadership, communication, and teamwork skills;

Upon the completion of the programme, students will receive a certificate in Human Resources Management.

### Entry requirements:

Student should be a 3rd or 4th level student of M. Narikbayev KAZGUU University

### Exit requirements:

- Student should earn 25 credits or 25 ECTS
  - Minimum level of GPA required to graduate from the programme is 2.67
- If student does not meet exit requirements he will not be able to receive the certificate.*

## CONTENT

Course Code	Name	Credit/ECTS	Language
MGT HR3301	Compensation and Performance Management	5	ENG
MGT HR3302	Labour Law	5	ENG
MGT HR3303	Conflict and Stress Management	5	ENG
MGT HR3304	Organizational Psychology	5	ENG
MGT HR3305	Organizational Analysis	5	ENG

## MINOR IN INFORMATION TECHNOLOGY

Information Technology is used in every field from biology to economics. It is transforming the way business and society operates. Having advanced IT skills will help students become better professionals by performing their jobs more effectively. The Minor in Information Technology can offer students the opportunity to attain essential IT knowledge and skills that will give them an advantage in the chosen field of study. The minor provides students with advanced knowledge and skills in programming, data science, mobile and web technology, and explores the application of these skills in different areas.

### Learning outcomes:

At the end of the programme student should be able to:

- make effective use of IT in their chosen career field
- distinguish themselves from the competition
- explore opportunities offered by the IT field
- adapt to rapidly changing technologies

### Entry requirements:

- Open for all 3<sup>rd</sup> and 4<sup>th</sup> level KAZGUU students
- Select all courses from the list
- GPA is 2.67 minimum

### Exit requirements:

- 35 credits or 35 ECTS
- GPA is 2.67 minimum

## CONTENT

Course Code	Name	Number of credits
<b>Required</b>		
GED1104	Introduction to Computer Science	5
IT 3201	Introduction to Programming	5
IT 3202	Web Development I	5
IT 3303	Algorithms and Data Structures	
<b>Electives</b>		
IT 3304	Elective course (Major course or Technical elective course of 200 or 300 level)	5
IT 3305	Elective course (Major course or Technical elective course of 300 or 400 level)	5
IT 3306	Elective course (Major course or Technical elective course of 400 level)	5

## MINOR IN BUSINESS AND LAW

**THE PROGRAMME AIMS** to develop a new generation of tomorrow's leaders and lawyers who will be able to:

- apply knowledge and skills to legal support of companies' activities, resolve of corporate interests conflicts and risks
- understand the present global challenges and trends of the industries
- implement knowledge and skills necessary to develop the relationship in the framework of international organizations and companies
- provide effective legal aspects consultancy and business solutions
- understand and inspire employees, provide with
- understand personal capacities of effective leaders

### **BENEFITS OF ATTENDING:**

- develop organizational plans for improving organizational leadership performance
- mastering skills for identifying organizational weaknesses in terms of understanding its legal environment
- explore insights of organizational performance

### **PROGRAMME DESCRIPTION:**

- The following elective courses are available for the current 3<sup>rd</sup>-4<sup>th</sup> year students and all perspective participants both in terms of their academic programme and on commercial basis as well.
- In order to earn *an undergraduate degree* the participants must complete 240 ECTS/240 credits. Upon the completion of the programme, students will be awarded a CERTIFICATE IN BUSINESS AND LAW. The certificate is awarded upon completion of five courses. Students must earn 25 credits or 25 ECTS. Each course will carry 5 credits (5 ECTS). Minimum level of GPA required to graduate from the programme is 2.67. In case if students gain less than GPA 2.67 the certificate will not be awarded towards the degree.

### **ELIGIBILITY:**

- The programme is open for all 3<sup>rd</sup> and 4<sup>th</sup> level students of M. NARIKBAYEV KAZGUU UNIVERSITY
- The introductory course will be offered for the 1<sup>st</sup> year students
- The HSL students will be required to select at least three courses from the HSE courseslist
- The HSE students will be required to select at least three courses from the HSL courseslist
- Graduate students are also eligible for the programme; however, none of the courses will be counted towards their degree requirements.

### **COURSE PREREQUISITES:**

- Course prerequisites are to be defined by respective schools.

**International Business Module** will not require prerequisites; however, the level of English required will be equivalent to IELTS 4 or Intermediate level

### **COURSE WAIVERS:**

- Each of the courses could be treated as KAZGUU free elective (Selected Topics in...) for all 3<sup>rd</sup> and 4<sup>th</sup> year students of KAZGUU.
- The number of credits to graduate from the bachelor will remain 240 (240 ECTS).

### **EXIT REQUIREMENTS:**

- Programme exit requirements will remain consistent with current policy of KAZGUU University and be a GPA of 2.67.
- Upon the completion of the programme students will be rewarded a Certificate in Business and Law.

## FINANCE AND LAW

Module	Code	Course	Credit/ECTS	Language	Required conditions
Finance and Law*	<b>HSL Courses</b>				
	ACC 2301	Principles of Accounting	5	ENG	B-, 75%, 2.67
	FIN 2301	Principles of Finance	5		
	FIN 3206	Taxation	5		
	<b>HSE Courses</b>				
	KP 3208(PRL)	Business Law	5 (6 <sup>th</sup> Sem)	ENG/	B-, 75%, 2.67
	TP 2206 (PRL)	Labour Law	5 (4 <sup>th</sup> Sem)	ENG /	
	FNPRK 3210(FIN)	Financial and Tax Law	5 (6 <sup>th</sup> Sem)	RUS	

\*Students must follow the above-mentioned order of the courses

### Learning Outcomes:

- Students will be able to demonstrate knowledge and skills necessary to make informed decisions with regard to legal and financial aspects of an organization;
- Students will be able to demonstrate knowledge and skills necessary to legal support of companies' activities, resolve of corporate interests conflicts and risks. Students also will be able to define legal basics tax regimes and regulation of corporate labour relations.

## CORPORATE GOVERNANCE

Module	Code	Course	Credit/ECTS	Language	Required conditions
Corporate Governance*	<b>HSL Courses</b>				
	MGT 2202	Principles of Management	5	ENG	B-, 75%, 2.67
	MGT 3301	Corporate Governance	5		
	MGT 4211	Strategic Management	5		
	<b>HSE Courses</b>				
	KP 3208(PRL)	Business Law	5 (6 <sup>th</sup> Sem)	G/RUS	B-, 75%, 2.67
	TP 2206 (PRL)	Labour Law	5 (4 <sup>th</sup> Sem)		
	FNPRK3210(FIN)	Financial and Tax Law	5 (6 <sup>th</sup> Sem)		

\*Students must follow the above-mentioned order of the courses

### Learning Outcomes:

- Students will be able to demonstrate competencies needed to assess internal mechanisms and legal framework of corporate governance established to regulate relations between shareholders, boards, executive management and other stakeholders;
- Students will be able to demonstrate knowledge and skills necessary to legal support of companies' activities, resolve of corporate interests conflicts and risks. Students also will be able to define legal basics tax regimes and regulation of corporate labour relations.

## BUSINESS ETHICS AND LAW

Module	Code	Course	Credit/ECTS	Language	Required conditions
Leadership*	<b>HSL Courses</b>				
	BUS 3204	Business Ethics	5	ENG	B-, 75%, 2.67
	MGT 3203	Leadership	5		
	MGT 3305	HR Management	5		
	<b>HSE Courses</b>				

	KP 3208(PRL)	Business Law	5 (6 <sup>th</sup> Sem)	G	B-, 75%, 2.67
	TP 2206 (PRL)	Labour Law	5 (4 <sup>th</sup> Sem)		
	FNPRK3210(FIN)	Financial and Tax Law	5 (6 <sup>th</sup> Sem)		
<i>*Students must follow the above-mentioned order of the courses</i>					

### Learning Outcomes:

- Students will cover the basics of leadership theory from the perspective of business ethics emphasizing the importance of it for the leader. Students will also be able to apply gained knowledge and competencies in managerial decision making;
- Students will be able to demonstrate knowledge and skills necessary to legal support of companies' activities, resolve of corporate interests conflicts and risks. Students also will be able to define legal basics tax regimes and regulation of corporate labour relations.

## INTERNATIONAL BUSINESS AND LAW

Module	Code	Course	Credit/ ECTS	Language	Required conditions
International Business*	<b>HSL Courses</b>				
	ECN 3201	International Economics	5	ENG	B-, 75%, 2.67
	BUS 2203	International Business	5		
	IR 3201	International Relations	5		
	<b>HSE Courses</b>				
	PMO 3303(IL)	Law of International Organizations	5 (6 <sup>th</sup> Sem)	ENG	B-, 75%, 2.67
	MTP 3301 (IEL)	International Trade Law	5 (6 <sup>th</sup> Sem)		
	PNEO 3302(IEL)	Law of the Supranational Economic Organizations	5 (6 <sup>th</sup> Sem)		
	<i>*Students must follow the above-mentioned order of the courses</i>				

### Learning Outcomes:

Students will be able to:

- apply knowledge of international politics and economics, legal and cross-cultural environment;
- analyse, assess and promote international market development strategies;
- demonstrate knowledge of the legal and institutional framework of international economic relations
- demonstrate knowledge of the legal regulation of international business
- acquire the skills of filing and organizing documents in the framework of international business
- possess the skills of drafting and concluding the international commercial contracts
- participate in the international arbitration proceedings as a representative of the parties of the arbitrator
- provide the professional consulting services to individuals and companies engaged in the international business activities.

## MINOR IN BUSINESS AND MANAGEMENT ACCOUNTING

### PROGRAMME DESCRIPTION

Managers use the provisions of accounting information in order to better inform themselves before they decide matters within their organizations, which aids their management and performance of control functions. Minor in management accounting gives a student an opportunity to be prepared for the position, which may involve managerial decisions. Students will be able to utilize different tools and techniques to manage and control the company's performance.

#### Learning outcomes:

At the end of the program, students should be able to:

- Use strategic planning and control models to plan and monitor organizational performance.
- Assess and identify key external influences on organizational performance.
- Identify and evaluate the design features of effective performance management information and monitoring systems.
- Apply appropriate strategic performance measurement techniques in evaluating and improving organizational performance.
- Advise clients and senior management on strategic business performance evaluation and on recognizing vulnerability to corporate failure.

The program is divided into two modules upon the completion of which as well as successful passing of applicable exams at the end of each module students will receive a Certificate in Business Accounting and a Diploma in Management Accounting.

#### Entry Requirements:

- Student should be a 3<sup>rd</sup> or 4<sup>th</sup> level student of M. Narikbayev KAZGUU University.
- Student should finish 6 core courses for Certificate in Business Accounting and 6 core courses and 6 required elective courses for Diploma in Management Accounting.

#### Exit Requirements:

- Student should earn 90 credits or 90 ECTS.
- Minimum level of GPA required to graduate from the programme is 2.67.

*If student does not meet exit requirements, he will not be able to receive the certificate.*

Code	Course	Credit ECTS	Language	Core/Elective
<b>Module 1: Certificate in Business Accounting (CIMA Cert BA)</b>				
ACC2201	Principles of Accounting (Prerequisites: Principles of Economics)	5	ENG	CORE
ACC2303/ 3203	Financial Accounting I (Prerequisites: Principles of Accounting)	5	ENG	CORE
ECN2204	Microeconomics (Prerequisites: Principles of Economics)	5	ENG	CORE
ECN2205	Macroeconomics (Prerequisites: Principles of Economics)	5	ENG	CORE
ACC3307	Managerial Accounting (prerequisite: Principles of Accounting)	5	ENG	CORE
CBL4401/ 3301	Corporate & Business Law	5	ENG	CORE
<b>Module 2: Diploma in Management Accounting (CIMA Operational Level)</b>				
MKT2201	Principles of Marketing (Prerequisites: Principles of Microeconomics)	5	ENG	CORE
MGT2202/ 2302	Principles of Management (Prerequisites: Principles of Economics)	5	ENG	CORE
ACC3304/ ACC3204	Financial Accounting II (Prerequisites: Financial Accounting I)	5	ENG	CORE

FIN3306/ 3206	Corporate Finance (Prerequisites: Principles of Finance, Principles of Accounting)	5	ENG	CORE
ACC4312/ 4212	Financial & Tax Reporting (Prerequisites: Financial Accounting I, Financial Accounting II, Taxation)	5	ENG	CORE
GED1111	Information and Communication Technologies	5	ENG	CORE
FIN3308/ 3208/ 4208	Financial Management (Prerequisites: Corporate Finance)	5	ENG	ELECTIVE
MGT3212/ 3204	Operations Management (Prerequisites: Principles of Management)	5	ENG	ELECTIVE
MGT3305/ 4304	Human Resource Management (prerequisite: Principles of Management)	5	ENG	ELECTIVE
FIN4212/ 4312	Financial Risk Management (Prerequisites: Financial Management)	5	ENG	ELECTIVE
ACC4311	Advanced Managerial Accounting/ Managerial Analysis (prerequisites: Managerial Accounting)	5	ENG	ELECTIVE
FIN3206/ 3205	Taxation (Prerequisites: Principles of Accounting, Principles of Finance)	5	ENG	ELECTIVE

## MINOR IN ECONOMICS

### Learning outcomes:

At the end of the programme students will:

- Obtain a basic understanding of economics, economic concepts and economic way of thinking and decision-making;
- Understand and be able to apply basic tools of economic analysis: functions, models, graphical analysis, regression and its interpretations.
- Demonstrate theoretical knowledge and practical skills sufficient to conduct applied economic analysis independently

### Entry Requirements:

- Student should be a 2nd, 3rd or 4th level student of M. Narikbayev KAZGUU University
- Student should select all courses from the list.

### Exit Requirements:

Student should earn 25 credits or 25 ECTS

Minimum level of GPA required to enter the programme is 2.67

If student does not meet exit requirements, he will not be able to receive the certificate.

## CONTENT

Course Code	Name	Credit/ECTS	Language
ECN2203	Mathematics – 2	5	ENG
ECN2309	Econometrics	5	ENG
ECN3306	Microeconomics-2	5	ENG
ECN3307	Macroeconomics-2	5	ENG
	Elective from Economics List	5	ENG

## MINOR IN FINANCE

The Minor in Finance will help students to be more effective in their careers with a sounder understanding of the financial environment they operate in. Through case studies, students would learn how to apply these concepts to real-life situations.

### Learning outcomes:

At the end of the program, students should be able to:

- understand a basic foundation in finance, along with an understanding of financial markets, analysis, and investments.
- recognize and apply financial concepts and tools to solve problems;
- explain the relationship between risk and return;
- understand the role of diversification in portfolio choice;
- understand the value creation concept and strategy;
- explain how information is reflected in prices of securities;

Upon the completion of the programme, students will receive a certificate in FINANCE

### Entry Requirements:

Student should be a 2nd, 3rd or 4th level student of M. Narikbayev KAZGUU University

Student should pass Principles of Finance FIN2201 course

### Exit Requirements:

- Student should earn 25 credits or 25 ECTS
- Minimum level of GPA required to enter the programme is 2.67
- If student does not meet exit requirements, he will not be able to receive the certificate.

## CONTENT

Course Code	Name	Number of credits
<b>Required</b>		
FIN3307	Corporate Finance	5
FIN3208	Financial Management	5
FIN4312	Financial Risk Management	5
FIN3309	Investment Management	5
FIN3310	Bloomberg Market Concepts (BMC)	5

## MINOR IN DATA ANALYSIS

### Learning outcomes:

- understand the context of the data and formulate specific key questions in a related domain to enable data-driven decision-making.
- realize and recognize the fundamental topics of data sciences such as data mining, statistical learning, and machine learning.
- develop and use appropriate models of data analysis, assess the quality of data, derive insight from results, and investigate potential issues to solve hidden solutions to business-related challenges
- be able to connect data to underlying phenomena and to think critically about conclusions drawn from data analysis
- build skills and techniques of organizing and analyzing big data with a level of flexibility for different applications.
- apply relevant programming skills and algorithms, as well as mathematical and statistical models, and the principles of optimization to appropriately design and perform data analysis
- deploy the data-driven modeling and learning algorithms to quantitatively solve practical problems in social, economic and business applications.
- select, interpret and apply visual elements correctly, accurately, and effectively
- demonstrate skills in interpreting and communicating data findings effectively orally, visually, and in writing formats

### Entry Requirements:

Student should be a 2nd, 3rd or 4th level student of M. Narikbayev KAZGUU University

Student should pass Information and Communication Technologies GED2111 course

### Exit Requirements:

- Student should earn 30 credits or 30 ECTS
- Minimum level of GPA required to enter the programme is 2.67
- If student does not meet exit requirements, he will not be able to receive the certificate.

## CONTENT

Course Code	Name	Number of credits
<b>Required</b>		
IT2301	Introduction to Programming	5
IT2202, IT3202	Data Analysis-1	5
IT3311	Data Analysis-2	5
IT3309	Machine Learning	5
IT4319	Data Visualisation	5

## DUAL-DEGREE PROGRAMME

HSE undergraduate students have the opportunity to receive a partner university diploma along with a Kazakhstani one.

### **Participation Requirements:**

- Successful acquisition of a certain number of credits in M. Narikbayev KAZGUU University
- GPA not less than 3.0
- English at least B2

### **Program Terms:**

1. HSE students are obliged to pursue both local and partner university designed curriculum, which considers 3 different types of programs (3 + 1; 2 + 2; 1 + 3)
2. Students take entrance examinations in accordance with M. Narikbayev KAZGUU University admission rules
3. Mode of studying - full-time in M. Narikbayev KAZGUU University and in partner university
4. Program Graduates receive both diplomas: a diploma of M. Narikbayev KAZGUU University and a partner university diploma.

### **Partner Universities:**



## PART V ACCREDITATION



HSE undergraduate programmes have been successfully accredited by FIBAA (Foundation for International Business Administration Accreditation)

- Accounting and Audit (Bachelor);
- Economics (Bachelor);
- Finance (Bachelor, Master);
- Management (Bachelor);
- Psychology (Bachelor);

FIBAA is a member of the largest European and international associations and networks in the field of quality assurance. For more than 20 years, FIBAA has promoted higher educational institutions in raising and maintaining a high level of quality education in the field of economics, management, law and social sciences.



These programs have received full ACCA accreditation - 9 exams out of 9 possible.

ACCA is an international professional association that unites specialists in finance, accounting and audit. The Association brings together 188,000 members and 480,000 students from 181 countries, helping them build a successful career with a glance to business skills.

ACCA (Association of Chartered Certified Accountants) has accredited the following HSE programmes:

- Finance (Bachelor);
- Accounting and Audit (Bachelor);

ACCA (the Association of Chartered Certified Accountants) is a global body for professional accountants.

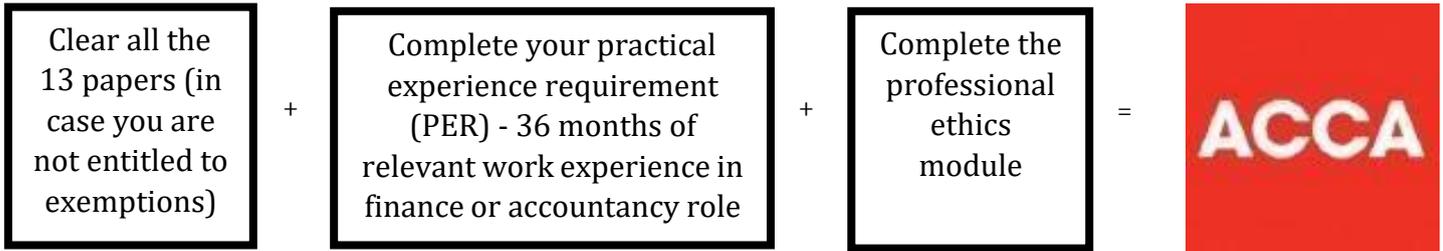
ACCA aims to offer business-relevant, first-choice qualifications to people of application, ability and ambition around the world who seek a rewarding career in accountancy, finance and management.

ACCA monitors its accountants in all sectors and in all countries to enable them to reach a high level of competency and experience, creating the best accountants to deliver organizational growth.

University	Degree	Major	Exemptions	ACCA Exam
Higher School of Economics M. Narikbayev KAZGUU University	Bachelor	6B04101 – Accounting and Audit	9	AB, MA, FA, LW, PM, TX, FR, AA, FM
		6B04104 - Finance	9	AB, MA, FA, LW, PM, TX, FR, AA, FM

<http://www.accaglobal.com/ca/en/help/exemptions-calculator.html>

To become an ACCA member, you must:



ACCA Exam	HSE Equivalent Course
<b>FUNDAMENTALS Level</b>	
Knowledge Module	ACCA qualification exemptions (F1-F3)
AB Accountant in Business	
MA Management Accounting	
FA Financial Accounting	
Skills Module	
LW Corporate and Business Law	Corporate and Business Law  ACCA qualification exemption LW. (only for Accounting and Audit programme)
PM Performance Management	Managerial Accounting
TX Taxation	Taxation
FR Financial Reporting	Financial Accounting 1 Financial Accounting 2 Financial and Tax Reporting
AA Audit and Assurance	Audit
FM Financial Management	Corporate Finance Financial Management
<b>PROFESSIONAL Level</b>	
Essentials Module	
SBL Governance, Risk and Ethics	
SBR Corporate Reporting	
Options**	
AFM Advanced Financial Management	
APM Advanced Performance Management	
ATX Advanced Taxation	
AAA Advanced Audit and Assurance	

\*\* Two to be completed



CIMA is an international association of management accounting specialists from the United Kingdom of Great Britain and Northern Ireland, founded in 1919. To date, the CIMA Association brings together more than 229000 students and members from 176 countries around the world.

Four HSE programmes of M. Narikbayev KAZGUU University Accounting and Audit, Finance, Economics and Management are the first Kazakhstani specialties that have received academic recognition and have been accredited by the CIMA.

The HSE students can collect CIMA Operational Level certificate along with Diploma of Higher Education on graduating M. Narikbayev KAZGUU University.



ICAEW is the leading, worldwide professional membership organization that promotes, develops and supports over 147 000 certified auditors in the areas of accounting, finance and business around the world.

The Higher School of Economics was accredited by 7 modules on the ICAEW (Institute of Chartered Accountants of England and Wales) certification program.



“GARP is very pleased to announce the addition of KAZGUU University to the GARP Partnership for Risk Education. Master of Economics and Business – Major in Finance program offered by the Higher School of Economics provides a solid theoretical as well as applied knowledge base for its students. It is a highly rigorous program that was created specifically with the needs of those working in risk management in mind and will ensure that its students will be well-positioned to pursue the FRM designation.” William May, Global Head of Certifications and Educational Programs – GARP



CFA Institute is the global association of investment professionals that sets the standard for professional excellence and administers the industry gold standard CFA charter. The organization is a champion for ethical behavior in investment markets and a respected source of knowledge in the global financial community.

The end goal: to create an environment where investors’ interests come first, markets function at their best, and economies grow.

CFA Institute has more than 176,000 members in 166 countries

and territories, including 164,000 CFA charterholders.

Bachelor in Finance has been acknowledged as incorporating at least 70 percent of the CFA Program Candidate Body of Knowledge (CBOK) and placing emphasis on the CFA Institute Code of Ethics and Standards of Practice within the program. This program positions students well to obtain the Chartered Financial Analyst® designation, which has become the most respected and recognized investment credential in the world.



## **Bachelor of Business Administration (BBA) in Accounting (M. Narikbayev KAZGUU University, Higher School of Economics)**

The Bachelor in Business Administration (BBA) program in Accounting is aimed at training professionals with theoretical knowledge in accounting and finance, proficiency in international financial and reporting standards, equipped with professional competencies and technical skills sufficient to succeed in the international and local labor market. Strong alignment with the recognized international professional accreditations and certified teaching practitioners bring in a practical approach to our program ensuring a high level of graduate employment.

### **LEARNING OUTCOMES**

Upon successful completion of this program, the student will:

- demonstrate critical thinking skills, written and verbal communication skills and IT skills
- demonstrate presentation skills, leadership and effective teamwork;
- understand and follow principles of business ethics;
- understand and be able to apply research methodology;
- understand and be able to articulate key concepts of economics, finance, accounting, management and marketing for subject-specific problem solving;
- demonstrate awareness of the economic and business environment within both global and national contexts;
- analyse various business challenges and develop relevant recommendations;
- correctly apply knowledge of international financial and reporting standards (IFRS) and managerial accounting theories to business organizations operating in different industries;
- generate standalone and consolidated financial statements in accordance with IFRS;
- analyse financial statements based on different financial and non-financial criteria;
- demonstrate an understanding of major Kazakhstan taxes and have an idea of the practical application of tax law in professional activities;
- have an understanding of major International Standards on Auditing (ISAs) and be able to apply them appropriately to financial statements elements;
- develop knowledge and skills in understanding of the general legal framework, and of specific legal areas relating to business world, understanding the legal implications of business activities;
- understand the real problems that a financial manager must deal with, and be able to make decisions in the areas of investment, financing, and dividends.

The curriculum is structured as follows:

General Education Courses	58 ECTS
- Required	53 ECTS
- Electives	5 ECTS
School Required Courses	30 ECTS
Mathematics and Economics Required Courses	30 ECTS

Business Core Required Courses	38 ECTS
Major Courses	60 ECTS
- Required (ACCA, ICAEW Track)	40 ECTS
- Electives /HSE Minors	20 ECTS
Internship	12 ECTS
State Exam/Bachelor's Thesis	12 ECTS
<b>Total</b>	<b>240ECTS</b>

## Year 1 - 4

### Required General Education Courses (58 ECTS):

GED1101	Contemporary History of Kazakhstan (5)
GED1102	Cambridge English (B1) (10)
GED1103	Kazakh/Russian (B1) (5)
GED1104	Global Perspectives and Identity-1 (3)
GED1105	General Psychology (2)
GED1106	Philosophy (5)
GED1107	Cambridge English (B2) (10)
GED1108	Kazakh/Russian (B2)(5)
GED1110	Global Perspectives and Identity-2 (3)
GED2111	Information and Communication Technologies (5)

### Electives General Education Courses:

GED2109	Critical Thinking (5)
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### Required Courses (158 ECTS):

#### Fall Semester

#### Spring Semester

#### *School Required Courses (30 ECTS):*

BUS2201	Business Communications (5)	BUS2201	Business Communications (5)
BUS3202	Organizational Behavior (5)	BUS3202	Organizational Behavior (5)
FIN3203	Ethics and Professional Standards (5)	FIN3203	Ethics and Professional Standards (5)
RES2201	Academic Writing (5)	RES2201	Academic Writing (5)
RES2202	Introduction to Research Methods (5)	RES2202	Introduction to Research Methods (5)
IT2202	Data Analysis – I (5)	IT2202	Data Analysis – I (5)

#### *Mathematics and Economics Required Courses (30 ECTS):*

ECN1201	Mathematics - 1/ Calculus – 1 (5)	ECN1201	Mathematics - 1/ Calculus – 1 (5)
ECN1202	Introduction to Economics (5)	ECN1202	Introduction to Economics (5)
ECN2203	Statistics (5)	ECN2203	Statistics (5)
ECN2204	Mathematics – 2 (5)	ECN2204	Mathematics – 2 (5)
ECN2205	Microeconomics - 1 (5)	ECN2205	Microeconomics - 1 (5)
ECN2206	Macroeconomics -1 (5)	ECN2206	Macroeconomics -1 (5)

**Business Core Courses (38 ECTS):**

ACC2201	Principles of Accounting (5)	ACC2201	Principles of Accounting (5)
FIN2201	Principles of Finance (5)	FIN2201	Principles of Finance (5)
MGT2201	Principles of Management (5)	MGT2201	Principles of Management (5)
MGT	Principles of Marketing (5)	MGT	Principles of Marketing (5)
MKT3201		MKT3201	
FIN2202	Corporate Finance (5)	FIN2202	Corporate Finance (5)
FIN3204	Financial Statement Analysis (5)	FIN3204	Financial Statement Analysis (5)
MGT4306	Strategic Management (5)	MGT4306	Strategic Management (5)
BUS4206	A Step to Graduate (3)	BUS4206	A Step to Graduate (3)

**Major Courses (40 ECTS):**

**ACCA, ICAEW Track**

CBL3301	Corporate and Business Law (5)	CBL3301	Corporate and Business Law (5)
ACC3302	Financial Accounting -1 (5)	ACC3302	Financial Accounting -1 (5)
ACC3303	Financial Accounting – 2 (5)	ACC3303	Financial Accounting – 2 (5)
ACC3304	Taxation (5)	ACC3304	Taxation (5)
ACC3305	Managerial Accounting – 1 (5)	ACC3305	Managerial Accounting – 1 (5)
ACC3306	Audit (5)	ACC3306	Audit (5)
FIN3308	Financial Management (5)	FIN3308	Financial Management (5)
ACC4307	Financial and Tax Reporting (5)	ACC4307	Financial and Tax Reporting (5)

**Electives (20 ECTS) from the list below:**

**Fall Semester**

**Minor Finance (20 ECTS)**

FIN4309	Investment Management (5)
FIN4310	Bloomberg Market Concepts (BMC) (5)
FIN4312	Financial Risk Management (5)
	Elective from Finance List

**Minor Economics (20 ECTS)**

ECN4308	Microeconomics-II (5)
ECN4309	Macroeconomics-II (5)
ECN4310	Econometrics (5)
	Elective from Economics List (5)

**Electives (20 ECTS)\*/Minor (25 ECTS)**

Minor in Marketing  
Minor in Supply Chain Management  
Minor in Entrepreneurship and Innovation  
Minor in Public Relations  
Minor in International Relations  
Minor in Human Resource Management  
Minor in Information Technology in Business

**Spring Semester**

**Minor Finance (20 ECTS)**

FIN4309	Investment Management (5)
FIN4310	Bloomberg Market Concepts (BMC) (5)
FIN4312	Financial Risk Management (5)
	Elective from Finance List (5)

**Minor Economics (20 ECTS)**

ECN4308	Microeconomics-II (5)
ECN4309	Macroeconomics-II (5)
ECN4310	Econometrics (5)
	Elective from Economics List (5)

**Electives (20 ECTS)\*/Minor (25 ECTS)**

Minor in Marketing  
Minor in Supply Chain Management  
Minor in Entrepreneurship and Innovation  
Minor in Public Relations  
Minor in International Relations  
Minor in Human Resource Management  
Minor in Information Technology in Business

Minor in Finance & Law  
Minor in Corporate Governance  
Minor in Business Ethics and Law  
Minor in Business Journalism  
CIMA BA Track  
Minor in Data Analysis

Minor in Finance & Law  
Minor in Corporate Governance  
Minor in Business Ethics and Law  
Minor in Business Journalism  
CIMA BA Track  
Minor in Data Analysis

*\*Students may choose elective courses regardless of HSE Minors subject to studying prerequisites.*



CIMA®



CFA Institute  
University Affiliation  
Program

## **Bachelor of Business Administration (BBA) in Finance (M. Narikbayev KAZGUU University, Higher School of Economics)**

The aim of the program is to train highly qualified and competitive professionals in investment banking, financial planning, corporate finance, financial market institutions and more. The content of the program covers 91% of the CFA Level 1 professional certification ensuring high competitiveness of future graduates in the international and local labor market. Participation in the CFA Institute University Affiliation Program entitles us to annually nominate scholarships for our top students to pass CFA Level 1 exam and provides progression to the HSE KAZGUU Master's program in Finance covering CFA Levels 2 and 3.

### **LEARNING OUTCOMES**

Upon successful completion of this program, the student will:

- demonstrate critical thinking skills, written and verbal communication skills and IT skills
- demonstrate presentation skills, leadership and effective teamwork;
- understand and be able to apply research methodology;
- understand and be able to articulate key concepts of economics, finance, accounting, management and marketing for subject-specific problem solving;
- demonstrate awareness of the economic and business environment within both global and national contexts;
- apply professional judgment to financial management issues and participate in management decision making;
- understand investment and financial analysis;
- comprehend the fundamentals of investment tools, a wide range of financial products, valuing assets, portfolio management, and wealth planning;
- understand the need for high ethical standards in the investment industry and the ethical responsibilities required by the CFA Institute Code of Ethics and standards of Professional Conduct;
- distinguish how risk is measured and mitigated in the financial world;
- understand operation of the financial system, the fundamentals of interest rates and examine how the regulatory environment affects financial institutions

The curriculum is structured as follows:

General Education Courses	58 ECTS
- Required	53 ECTS
- Electives	5 ECTS
School Required Courses	30 ECTS
Mathematics and Economics Required Courses	30 ECTS
Business Core Required Courses	38 ECTS
Major Courses	60 ECTS
- Required (CFA Track)	40 ECTS
- Electives /HSE Minors	20 ECTS
Internship	12 ECTS

State Exam/Bachelor's Thesis	12 ECTS
<b>Total</b>	<b>240ECTS</b>

## Year 1 - 4

### Required General Education Courses (58 ECTS):

GED1101	Contemporary History of Kazakhstan (5)
GED1102	Cambridge English (B1) (10)
GED1103	Kazakh/Russian (B1) (5)
GED1104	Global Perspectives and Identity-1 (3)
GED1105	General Psychology (2)
GED1106	Philosophy (5)
GED1107	Cambridge English (B2) (10)
GED1108	Kazakh/Russian (B2)(5)
GED1110	Global Perspectives and Identity-2 (3)
GED2111	Information and Communication Technologies (5)

### Electives General Education Courses:

GED1109	Critical Thinking (5)
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### Required Courses (158 ECTS):

#### Fall Semester

#### Spring Semester

#### *School Required Courses (30 ECTS):*

BUS2201	Business Communications (5)	BUS2201	Business Communications (5)
BUS3202	Organizational Behavior (5)	BUS3202	Organizational Behavior (5)
FIN3203	Ethics and Professional Standards (5)	FIN3203	Ethics and Professional Standards (5)
RES3201	Academic Writing (5)	RES3201	Academic Writing (5)
RES3202	Introduction to Research Methods (5)	RES3202	Introduction to Research Methods (5)
IT2202	Data Analysis – I (5)	IT2202	Data Analysis – I (5)

#### *Mathematics and Economics Required Courses (30 ECTS):*

ECN1201	Mathematics - 1/ Calculus – 1 (5)	ECN1201	Mathematics - 1/ Calculus – 1 (5)
ECN2204	Mathematics – 2 (5)	ECN2204	Mathematics – 2 (5)
ECN2203	Statistics (5)	ECN2203	Statistics (5)
ECN1202	Introduction to Economics (5)	ECN1202	Introduction to Economics (5)
ECN2205	Microeconomics - 1 (5)	ECN2205	Microeconomics - 1 (5)
ECN3206	Macroeconomics -1 (5)	ECN3206	Macroeconomics -1 (5)

#### *Business Core Courses (38 ECTS):*

ACC2201	Principles of Accounting (5)	ACC2201	Principles of Accounting (5)
FIN2201	Principles of Finance (5)	FIN2201	Principles of Finance (5)
MGT2201	Principles of Management (5)	MGT2201	Principles of Management (5)

MGT MKT3201	Principles of Marketing (5)	MGT MKT3201	Principles of Marketing (5)
FIN2202	Corporate Finance (5)	FIN2202	Corporate Finance (5)
MGT4306	Strategic Management (5)	MGT4306	Strategic Management (5)
FIN3204	Financial Statement Analysis (5)	FIN3204	Financial Statement Analysis (5)
BUS4206	A Step to Graduate (3)	BUS4206	A Step to Graduate (3)

**Major Courses (40 ECTS):**

**CFA Track**

FIN3305	Valuation (5)	FIN3305	Valuation (5)
FIN3306	Financial Institutions and Markets (5)	FIN3306	Financial Institutions and Markets (5)
FIN3307	Securities and Derivatives (5)	FIN3307	Securities and Derivatives (5)
FIN3308	Financial Management (5)	FIN3308	Financial Management (5)
FIN3309	Investment Management (5)	FIN3309	Investment Management (5)
FIN3310	Bloomberg Market Concepts (BMC) (5)	FIN3310	Bloomberg Market Concepts (BMC) (5)
FIN3311	Fixed Income Securities (5)	FIN3311	Fixed Income Securities (5)
FIN4312	Financial Risk Management (5)	FIN4312	Financial Risk Management (5)

**Electives (20 ECTS) from the list below:**

**Fall Semester**

**Spring Semester**

**CIMA BA/ACCA Track (20 ECTS)**

**CIMA BA/ACCA Track (20 ECTS)**

CBL3301	Corporate and Business Law (5)	CBL3301	Corporate and Business Law (5)
ACC3302	Financial Accounting -1 (5)	ACC3302	Financial Accounting -1 (5)
ACC3303	Financial Accounting – 2 (5)	ACC3303	Financial Accounting – 2 (5)
ACC3304	Taxation (5)	ACC3304	Taxation (5)
ACC3305	Managerial Accounting – 1 (5)	ACC3305	Managerial Accounting – 1 (5)
ACC3306	Audit (5)	ACC3306	Audit (5)
ACC4307	Financial and Tax Reporting (5)	ACC4307	Financial and Tax Reporting (5)

**Electives (20 ECTS)\*/Minor (25 ECTS)**

**Electives (20 ECTS)\*/Minor (25 ECTS)**

Minor in Marketing	Minor in Marketing
Minor in Supply Chain Management	Minor in Supply Chain Management
Minor in Entrepreneurship and Innovation	Minor in Entrepreneurship and Innovation
Minor in Public Relations	Minor in Public Relations
Minor in International Relations	Minor in International Relations
Minor in Human Resource Management	Minor in Human Resource Management
Minor in Information Technology in Business	Minor in Information Technology in Business
Minor in Finance & Law	Minor in Finance & Law
Minor in Corporate Governance	Minor in Corporate Governance
Minor in Business Ethics and Law	Minor in Business Ethics and Law
Minor in Business Journalism	Minor in Business Journalism
CIMA BA Track	CIMA BA Track
Minor in Data Analysis	Minor in Data Analysis

*\*Students may choose elective courses regardless of HSE Minors subject to studying prerequisites.*



**Bachelor of Business Administration (BBA) in Management  
Concentrations (one is required): Human Resource Management; Entrepreneurship  
and Innovation; Supply Chain and Industrial Management; Marketing)**

**(M. Narikbayev KAZGUU University, Higher School of Economics)**

Our Bachelor program in Management aims to provide students with comprehensive knowledge and skills meeting the needs of international and local business. Graduates of this program will demonstrate knowledge of management theories, practical skills of analysis and business decision-making, as well as a firm understanding of a company's strategic and operational practice and the role of a manager. Within this program, the students will be offered one of four elective concentrations equipping them with a set of deep competencies.

**LEARNING OUTCOMES**

The programme is aimed to graduate students who are prepared to:

- Demonstrate presentation skills, leadership, effective teamwork, orientation to result and negotiation skills;
- Understand and be able to articulate key basic concepts of economics, finance, accounting, management and marketing for subject-specific problem solving;
- Analyse various business challenges and develop relevant practical recommendations and actions;
- Demonstrate intermediate IT skills;
- Understand and follow principles of business ethics;
- Demonstrate awareness of the economic and business environment within both global and national contexts;
- Each concentration offered within the programme (as explained below) seeks to additionally achieve its own learning outcomes.

**Concentration in Human Resource Management**

The Concentration in Human Resource Management offered under the BBA degree in Management is an 35-credit program that focuses on employee selection, training, management development, industrial relations, compensation, dynamics of organizational behavior, conflict and stress management and labor law.

**Learning outcomes:**

- Demonstrate an effective knowledge of contemporary human resource issues including talent management, employment law, human resource strategy, recruit training, compensation benefits, organizational development, and human resource information systems;
- Evaluate individual and group behaviour in organizations and the interpretation of this behaviour in the context of the managerial environment; be able to assess the nature of influence, power and control, attitudes, communication, conflict, and interpersonal relations as a means of understanding the dynamics of individual and group behaviour;
- Evaluate the ability to build and work in teams, including team development, norms, cohesion, and trust;
- Examine and apply ethical and professional behaviours and standards to contemporary business situations.

## **Concentration in Entrepreneurship and Innovation**

The concentration provides the necessary theoretical and practical skills to work in the creation of startups and innovations in business. Students will learn about the basics of formation, functioning and development of business, as well as the processes of development and introduction of a new product to the market, commercialization of innovative projects.

### **Learning outcomes:**

- Develop, implement and commercialize new product or process;
- Develop a business plan for a new product or company while foreseeing and assessing potential risks;
- Effectively solve and manage relevant financial, operational, strategic, human resource and other problems relating to a launch of new product or business;
- Analyse and evaluate the impact of the business environment on business opportunities and strategy.

## **Concentration in Supply Chain and Industrial Management**

### **Learning outcomes:**

The ultimate role of effective logistics operations in economies is increasing dramatically in a global scale. Supply Chain and Industrial Management capability within business has, over the last decades in particular, taken on a much more significant role in enabling business to gain competitive advantage and deliver bottom line performance. Companies strive to identify their competitive edge, and consistently improve production capabilities. In this regard, the application of supply chain concepts and best practices of industrial management will continue to exert greater influence on overall business success. Therefore, the given direction will provide students not only with the core logistics and manufacturing concepts, but also offer full set of engineering principles, effective production and value creating skills. Importantly, students will be able to see «big picture» of economy and elaborate analytical evaluations on real life cases.

- Understand the fundamental concept of integrated supply chain management and the impact industrial solutions for today's business;
- Select and apply appropriate tools and techniques to plan, control and manage the supply chain to achieve overall efficiency and effectiveness;
- Comprehend international trade logistics operations and process designs; Assess critically various procurement and inventory management strategies;
- Apply different inventory management techniques to maintain stock levels at optimum levels for different categories taking into account financial aspects.

## **Concentration in Marketing**

The aim is to provide students with skills and competencies necessary for competitive business environment with focus on marketing issues. Programme is concentrated on development on analytical, creative and decision-making skills required in the various industries. The programme is designed with accordance to the government regulations, needs of the labor market and external stakeholders.

### **Learning outcomes:**

- Apply marketing concepts, tools and techniques for problem-solving and decision-making;
- Address issues related to marketing communications, marketing research, brand management and consumer behaviour;
- Demonstrate competence and creativity in generating and executing ideas related to the managerial problems;

- Evaluate effectiveness and impact of the marketing strategies.

The courses provided to the students within Marketing concentration are offered to provide skills and competencies demanded in the business environment.

The curriculum is structured as follows:

General Education Courses	58 ECTS
- Required	53 ECTS
- Electives	5 ECTS
School Required Courses	30 ECTS
Mathematics and Economics Required Courses	25 ECTS
Business Core Required Courses	43 ECTS
Major Courses	60 ECTS
- Required (Concentration)	35 ECTS
- Electives /HSE Minors	25 ECTS
Internship	12 ECTS
State Exam/Bachelor's Thesis	12 ECTS
<b>Total</b>	<b>240ECTS</b>

#### Year 1 - 4

#### Required General Education Courses (58 ECTS):

GED1101	Contemporary History of Kazakhstan (5)
GED1102	Cambridge English (B1) (10)
GED1103	Kazakh/Russian (B1) (5)
GED1104	Global Perspectives and Identity-1 (3)
GED1105	General Psychology (2)
GED1106	Philosophy (5)
GED1107	Cambridge English (B2) (10)
GED1108	Kazakh/Russian (B2)(5)
GED1110	Global Perspectives and Identity-2 (3)
GED2111	Information and Communication Technologies (5)

#### Electives General Education Courses:

GED1109	Critical Thinking (5)
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#### Required Courses (158 ECTS):

##### Fall Semester

##### Spring Semester

#### School Required Courses (30 ECTS):

BUS2201	Business Communications (5)	BUS2201	Business Communications (5)
BUS2202	Organizational Behavior (5)	BUS2202	Organizational Behavior (5)
BUS3203	Business Ethics (5)	BUS3203	Business Ethics (5)
RES3201	Academic Writing (5)	RES3201	Academic Writing (5)
RES3202	Introduction to Research Methods (5)	RES3202	Introduction to Research Methods (5)
IT3202	Data Analysis – I (5)	IT3202	Data Analysis – I (5)

**Mathematics and Economics Required Courses (25 ECTS):**

ECN1201	Mathematics - 1/ Calculus – 1 (5)	ECN1201	Mathematics - 1/ Calculus – 1 (5)
ECN1202	Introduction to Economics (5)	ECN1202	Introduction to Economics (5)
ECN2203	Statistics (5)	ECN2203	Statistics (5)
ECN2205	Microeconomics - 1 (5)	ECN2205	Microeconomics - 1 (5)
ECN3206	Macroeconomics -1 (5)	ECN3206	Macroeconomics -1 (5)

**Business Core Courses (43 ECTS):**

ACC2201	Principles of Accounting (5)	ACC2201	Principles of Accounting (5)
FIN2201	Principles of Finance (5)	FIN2201	Principles of Finance (5)
MGT2201	Principles of Management (5)	MGT2201	Principles of Management (5)
MGT	Principles of Marketing (5)	MGT	Principles of Marketing (5)
MKT2201		MKT2201	
MGT2202	Entrepreneurship (5)	MGT2202	Entrepreneurship (5)
MGT2203	Operations Management (5)	MGT2203	Operations Management(5)
MGT2204	Human Resource Management (5)	MGT2204	Human Resource Management (5)
MGT4305	Project Management (5)	MGT4305	Project Management (5)
BUS4206	A Step to Graduate (3)	BUS4206	A Step to Graduate (3)

**Major Courses (35 ECTS):**

**Concentration in Human Resource Management**

MGT HR3301	Compensation and Performance Management (5)	MGT HR3301	Compensation and Performance Management (5)
MGT HR3302	Labour Law (5)	MGT HR3302	Labour Law (5)
MGT HR3303	Conflict and Stress Management (5)	MGT HR3303	Conflict and Stress Management (5)
MGT HR3304	Organizational Psychology (5)	MGT HR3304	Organizational Psychology (5)
MGT HR3305	Organizational Analysis (5)	MGT HR3305	Organizational Analysis (5)
MGT HR3301	Equality, Diversity and Inclusion (5)	MGT HR3301	Equality, Diversity and Inclusion (5)
MGT3306	Strategic Management (5)	MGT3306	Strategic Management (5)

**Concentration in Entrepreneurship and Innovation**

MGT ENT3301	Innovation Management (5)	MGT ENT3301	Innovation Management (5)
MGT ENT3302	Design Thinking (5)	MGT ENT3302	Design Thinking (5)
MGT ENT3303	Product Management (5)	MGT ENT3303	Product Management (5)
MGT ENT3304	Business Modeling (5)	MGT ENT3304	Business Modeling (5)
MGT ENT3305	Global Entrepreneurship (5)	MGT ENT3305	Global Entrepreneurship (5)
MGT ENT3306	Technopreneurship (5)	MGT ENT3306	Technopreneurship (5)
MGT3306	Strategic Management (5)	MGT3306	Strategic Management (5)

**Concentration in Supply Chain and Industrial Management**

MGT SCM3301	Supply Chain Management (5)	MGT SCM3301	Supply Chain Management (5)
MGT SCM3302	Procurement & Inventory Management (5)	MGT SCM3302	Procurement & Inventory Management (5)

MGT SCM3303	Transport Techniques & Management (5)	MGT SCM3303	Transport Techniques & Management (5)
MGT SCM3304	Storage & Warehousing Techniques (5)	MGT SCM3304	Storage & Warehousing Techniques (5)
MGT SCM3305	Principles of Industrial Analysis (5)	MGT SCM3305	Principles of Industrial Analysis (5)
MGT SCM3306	Logistics and International Trade (5)	MGT SCM3306	Logistics and International Trade (5)
MGT3306	Strategic Management (5)	MGT3306	Strategic Management (5)

### **Concentration in Marketing**

MGT MKT3302	Digital Marketing (5)	MGT MKT3302	Digital Marketing (5)
MGT MKT3303	Integrated Marketing Communications (5)	MGT MKT3303	Integrated Marketing Communications (5)
MGT MKT3304	Consumer Behavior (5)	MGT MKT3304	Consumer Behavior (5)
MGT MKT3305	Brand Management (5)	MGT MKT3305	Brand Management (5)
MGT MKT3306	Advertising Strategy and Promotion (5)	MGT MKT3306	Advertising Strategy and Promotion (5)
MGT MKT3307	Strategic Marketing (5)	MGT MKT3307	Strategic Marketing (5)
MGT MKT3308	Public Relations (5)	MGT MKT3308	Public Relations (5)

### **Electives (25 ECTS) from the list below:**

#### **Fall Semester**

#### **Electives (25 ECTS)\* / Minor (25 ECTS)**

Minor in Finance  
 Minor in Economics  
 Minor in Marketing  
 Minor in Supply Chain Management  
 Minor in Entrepreneurship and Innovation  
 Minor in Public Relations  
 Minor in International Relations  
 Minor in Human Resource Management  
 Minor in Information Technology in Business  
 Minor in Finance & Law  
 Minor in Corporate Governance  
 Minor in Business Ethics and Law  
 Minor in Business Journalism  
 Minor in Data Analysis  
 CIMA BA Track

#### **Spring Semester**

#### **Electives (25 ECTS)\* / Minor (25 ECTS)**

Minor in Finance  
 Minor in Economics  
 Minor in Marketing  
 Minor in Supply Chain Management  
 Minor in Entrepreneurship and Innovation  
 Minor in Public Relations  
 Minor in International Relations  
 Minor in Human Resource Management  
 Minor in Information Technology in Business  
 Minor in Finance & Law  
 Minor in Corporate Governance  
 Minor in Business Ethics and Law  
 Minor in Business Journalism  
 Minor in Data Analysis  
 CIMA BA Track

*\*Students may choose elective courses regardless of HSE Minors subject to studying prerequisites*



## **Bachelor of Business Administration (BBA) in Economics and Data Science (M. Narikbayev KAZGUU University, Higher School of Economics)**

Programme is designed to equip our students with solid knowledge of the modern business and comprehensive skills both in Economics and in IT including data management, coding, visualisation and analysis skills. Graduates of the programme can utilize their skills in any business field that require advanced analytical skills: economics, product management, business analytics, IT, marketing, and sales.

### **LEARNING OUTCOMES**

Upon successful completion of this program, the student will:

- demonstrate critical thinking skills, written and verbal communication skills and IT skills
- understand and be able to apply research methodology;
- demonstrate a sense of responsibility, leadership and effective teamwork;
- understand and follow key business values;
- comprehend and apply key concepts of economics, finance, accounting, management, consumer behaviour and marketing;
- demonstrate awareness of the global economic environment in which the business operates as well as the national context;
- analyse various economic phenomena and policies and develop relevant recommendations;
- independently collect, handle, process, analyse and interpret data;
- effectively use IT in the area of Business Economics;
- explore opportunities offered by the IT industry for business.

The curriculum is structured as follows:

General Education Courses	58 ECTS
- Required	53 ECTS
- Electives	5 ECTS
School Required Courses	30 ECTS
Mathematics and Economics Required Courses	30 ECTS
Business Core Required Courses	38 ECTS
Major Courses	60 ECTS
- Required (Economics Track)	20 ECTS
- Required (Data Analysis Track)	20 ECTS
- Electives /HSE Minors	20 ECTS
Internship	12 ECTS
State Exam/Bachelor's Thesis	12 ECTS
<b>Total</b>	<b>240ECTS</b>

### **Year 1 - 4**

#### **Required General Education Courses (58 ECTS):**

- |         |  |
|---------|--|
| GED1101 | Contemporary History of Kazakhstan (5) |
| GED1102 | Cambridge English (B1) (10)            |
| GED1103 | Kazakh/Russian (B1) (5)                |
| GED1104 | Global Perspectives and Identity-1 (3) |

GED1105	General Psychology (2)
GED1106	Philosophy (5)
GED1107	Cambridge English (B2) (10)
GED1108	Kazakh/Russian (B2)(5)
GED1110	Global Perspectives and Identity-2 (3)
GED2111	Information and Communication Technologies (5)

**Electives General Education Courses:**

GED1109	Critical Thinking (5)
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**Required Courses (158 ECTS):**

**Fall Semester**

**Spring Semester**

***School Required Courses (30 ECTS):***

BUS2201	Business Communications (5)	BUS2201	Business Communications (5)
BUS3202	Organizational Behavior (5)	BUS3202	Organizational Behavior (5)
FIN3203	Ethics and Professional Standards (5)	FIN3203	Ethics and Professional Standards (5)
RES3201	Academic Writing (5)	RES3201	Academic Writing (5)
RES3202	Introduction to Research Methods (5)	RES3202	Introduction to Research Methods (5)
IT2202	Data Analysis – I (5)	IT2202	Data Analysis – I (5)

***Mathematics and Economics Required Courses (30 ECTS):***

ECN1201	Mathematics - 1/ Calculus – 1 (5)	ECN1201	Mathematics - 1/ Calculus – 1 (5)
ECN2204	Mathematics – 2 (5)	ECN2204	Mathematics – 2 (5)
ECN2203	Statistics (5)	ECN2203	Statistics (5)
ECN1202	Introduction to Economics (5)	ECN1202	Introduction to Economics (5)
ECN2205	Microeconomics - 1 (5)	ECN2205	Microeconomics - 1 (5)
ECN3206	Macroeconomics -1 (5)	ECN3206	Macroeconomics -1 (5)

***Business Core Courses (38 ECTS):***

ACC2201	Principles of Accounting (5)	ACC2201	Principles of Accounting (5)
FIN2201	Principles of Finance (5)	FIN2201	Principles of Finance (5)
MGT2201	Principles of Management (5)	MGT2201	Principles of Management (5)
MGT	Principles of Marketing (5)	MGT	Principles of Marketing (5)
MKT3201		MKT3201	
ECN3208	Microeconomics - 2 (5)	ECN3208	Microeconomics - 2 (5)
ECN3209	Macroeconomics -2 (5)	ECN3209	Macroeconomics -2 (5)
ECN3210	Econometrics (5)	ECN3210	Econometrics (5)
BUS4206	A Step to Graduate (3)	BUS4206	A Step to Graduate (3)

### **Major Courses (40 ECTS)**

#### **Economics Track (20 ECTS)**

ECN4305	Econometric Analysis of Cross Section and Panel Data (5)	ECN4305	Econometric Analysis of Cross Section and Panel Data (5)
ECN4306	Time Series Econometrics (5)	ECN4306	Time Series Econometrics (5)
ECN4307	Applied Economics (5)	ECN4307	Applied Economics (5)
FIN3310	Bloomberg Market Concepts (BMC) (5)	FIN3310	Bloomberg Market Concepts (BMC) (5)

#### **Data Analysis Track (20 ECTS)**

IT2301	Introduction to Programming (5)	IT2301	Introduction to Programming (5)
IT3309	Machine Learning (5)	IT3309	Machine Learning (5)
IT3311	Data Analysis – 2 (5)	IT3311	Data Analysis – 2 (5)
IT4319	Data Visualizations (5)	IT4319	Data Visualization (5)

### **Electives (20 ECTS) from the list below:**

#### **Fall Semester**

##### **CIMA BA/ACCA Track (20 ECTS)**

CBL3301	Corporate and Business Law (5)
ACC3302	Financial Accounting -1 (5)
ACC3303	Financial Accounting – 2 (5)
ACC3304	Taxation (5)
ACC3305	Managerial Accounting – 1 (5)
ACC3306	Audit (5)
ACC4307	Financial and Tax Reporting (5)

#### **Spring Semester**

##### **CIMA BA/ACCA Track (20 ECTS)**

CBL3301	Corporate and Business Law (5)
ACC3302	Financial Accounting -1 (5)
ACC3303	Financial Accounting – 2 (5)
ACC3304	Taxation (5)
ACC3305	Managerial Accounting – 1 (5)
ACC3306	Audit (5)
ACC4307	Financial and Tax Reporting (5)

##### **Electives (20 ECTS)\*/Minor (25 ECTS)**

Minor in Marketing  
Minor in Supply Chain Management  
Minor in Entrepreneurship and Innovation  
Minor in Public Relations  
Minor in International Relations  
Minor in Human Resource Management  
Minor in Information Technology in Business  
Minor in Finance & Law  
Minor in Corporate Governance  
Minor in Business Ethics and Law  
Minor in Business Journalism  
CIMA BA Track

##### **Electives (20 ECTS)\*/Minor (25 ECTS)**

Minor in Marketing  
Minor in Supply Chain Management  
Minor in Entrepreneurship and Innovation  
Minor in Public Relations  
Minor in International Relations  
Minor in Human Resource Management  
Minor in Information Technology in Business  
Minor in Finance & Law  
Minor in Corporate Governance  
Minor in Business Ethics and Law  
Minor in Business Journalism  
CIMA BA Track

*\*Students may choose an elective courses regardless HSE Minors subject to studying prerequisites.*

## **Bachelor of Arts (BA) in International Relations** **(M. Narikbayev KAZGUU University, Higher School of Economics)**

BA in International Relations prepares students for careers in government, international organizations, global NGOs, corporate business, and think-tanks. Students will acquire advanced analytical, linguistic and intercultural communication skills as well as in-depth understanding of decision-making processes in foreign policy and global governance. Undergraduate degree in International Relations also builds a strong foundation to pursue graduate studies in top foreign Universities.

### **LEARNING OUTCOMES**

Upon successful completion of this program, the student will:

- demonstrate critical thinking skills, written and verbal communication skills and IT skills;
- master linguistic skills, intercultural awareness skills, presentation skills, leadership and effective teamwork skills to be able to work in international organizations and non-governmental organizations.
- understand and follow principles of ethics in the context of international relations, international business and international politics.
- understand and be able to apply research methods in international relations to design and conduct research;
- master major theories, paradigms and perspectives in contemporary international relations to analyse current world affairs
- understand major actors, principles, key stages of evolution of international system, institutions and processes of modern international relations;
- communicate results of analytical work to specialist and non-specialist audiences;
- Independently collect, update and process relevant information on major trends in international relations, global governance and trans-border exchanges;
- be capable to offer evidence-based insights to international and national companies engaged in international business and trade which operate in different geopolitical, cultural and linguistic contexts;
- apply analytical skills to diagnose, evaluate and solve international global issues like international migration, sustainable development, global human rights situation, environmental concerns;
- understand major concerns and challenges faced by states and international community in a globalized world and analyse major geopolitical and geo-economical trends in the world;
- master theoretical and practical knowledge about major international organizations and about how global governance operates in order to contribute to Kazakhstan’s efforts to global governance and Kazakhstan’s participation in international organizations;
- demonstrate strong understanding and awareness of national development needs and foreign policy priorities of Kazakhstan, needs and priorities of foreign policy and analytical agencies of Kazakhstan and capacity to generate policy-relevant arguments and recommendations.

The curriculum is structured as follows:

General Education Courses	58 ECTS
- Required	53 ECTS
- Electives	5 ECTS
School Required Courses	30 ECTS
Business Core Required Courses	33 ECTS
Major Courses	95 ECTS
- Required	40 ECTS
- Electives /HSE Minors	55 ECTS
Internship	12 ECTS

State Exam/Bachelor's Thesis	12 ECTS
<b>Total</b>	<b>240ECTS</b>

## Year 1 - 4

### Required General Education Courses (58 ECTS):

GED1101	Contemporary History of Kazakhstan (5)
GED1102	Cambridge English (B1) (10)
GED1103	Kazakh/Russian (B1) (5)
GED1104	Global Perspectives and Identity-1 (3)
GED1105	General Psychology (2)
GED1106	Philosophy (5)
GED1107	Cambridge English (B2) (10)
GED1108	Kazakh/Russian (B2)(5)
GED1110	Global Perspectives and Identity-2 (3)
GED1111	Information and Communication Technologies (5)

### Electives General Education Courses:

GED1109	Critical Thinking (5)
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### Required Courses (158 ECTS):

#### Fall Semester

#### Spring Semester

#### *School Required Courses (30 ECTS):*

BUS2201	Business Communications (5)	BUS2201	Business Communications (5)
BUS2202	Organizational Behavior (5)	BUS2202	Organizational Behavior (5)
FIN3203	Business Ethics (5)	FIN3203	Business Ethics (5)
RES2201	Academic Writing (5)	RES2201	Academic Writing (5)
RES2202	Introduction to Research Methods (5)	RES2202	Introduction to Research Methods (5)
IT2202	Data Analysis – I (5)	IT2202	Data Analysis – I (5)

#### *Business Core Courses (33 ECTS):*

ECN2202	Introduction to Economics (5)	ECN2202	Introduction to Economics (5)
ECN2206	Macroeconomics -1 (5)	ECN2206	Macroeconomics -1 (5)
FIN2201	Principles of Finance (5)	FIN2201	Principles of Finance (5)
FIN3306	Financial Institutions and Markets (5)	FIN3306	Financial Institutions and Markets (5)
ECN3211	International Trade (5)	ECN3211	International Trade (5)
FIN3213	International Finance (5)	FIN3213	International Finance (5)
BUS4206	A Step to Graduate (3)	BUS4206	A Step to Graduate (3)

#### *Major Courses (40 ECTS):*

IR1301	Introduction to International Relations (5)	IR1301	Introduction to International Relations (5)
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IR1302	Theories of International Relations (5)	IR1302	Theories of International Relations (5)
IR2303	Globalization and International Organizations (5)	IR2303	Globalization and International Organizations (5)
IR2304	Global Political Economy (5)	IR2304	Global Political Economy (5)
IR2305	International Security (5)	IR2305	International Security (5)
IR3306	Foreign Policy Analysis (5)	IR3306	Foreign Policy Analysis (5)
IR3310	Research Methods in International Relations (5)	IR3310	Research Methods in International Relations (5)
IR4316	Foreign Policy of Kazakhstan and Central Asian Countries (5)	IR4316	Foreign Policy of Kazakhstan and Central Asian Countries (5)

**Electives (55 ECTS) from the list below:**

**Fall Semester**

**Spring Semester**

**Major Electives**

IR3307	Introduction to European Union Studies (5)	IR3307	Introduction to European Union Studies (5)
IR3308	Ethics in International Affairs (5)	IR3308	Ethics in International Affairs (5)
IR3311	Eurasian Economic Integration (5)	IR3311	Eurasian Economic Integration (5)
IR3312	Game Theory (5)	IR3312	Game Theory (5)
IR3313	International Criminal Court (5)	IR3313	International Criminal Court (5)
IR3314	International Development (5)	IR3314	International Development (5)
IR3309	Central Asia in World Politics (5)	IR3309	Central Asia in World Politics (5)
IR3315	China and Belt and Road Initiative (5)	IR3315	China and Belt and Road Initiative (5)
IR4317	Great Power Politics (5)	IR4317	Great Power Politics (5)
IR4318	International Migration (5)	IR4318	International Migration (5)
IR4319	International Negotiation and Diplomacy (5)	IR4319	International Negotiation and Diplomacy (5)
IR4320	International Protection of Human Rights (5)	IR4320	International Protection of Human Rights (5)
IR4321	Asia-Pacific in World Politics (5)	IR4321	Asia-Pacific in World Politics (5)
IR4322	Law and Politics in the WTO (5)	IR4322	Law and Politics in the WTO (5)
IR4323	Law and Practice of the United Nations (5)	IR4323	Law and Practice of the United Nations (5)
IR4324	Russian Foreign Policy (5)	IR4324	Russian Foreign Policy (5)
IR4325	Sustainable Environment (5)	IR4325	Sustainable Environment (5)
IR4326	Use of Force in International Relations (5)	IR4326	Use of Force in International Relations (5)

**Minor (25 ECTS)**

Minor in Finance  
 Minor in Economics  
 Minor in Marketing  
 Minor in Supply Chain Management  
 Minor in Entrepreneurship and Innovation

Minor in Finance  
 Minor in Economics  
 Minor in Marketing  
 Minor in Supply Chain Management  
 Minor in Entrepreneurship and Innovation

Minor in Public Relations  
Minor in Information Technology in Business  
Minor in International Relations  
Minor in Human Resource Management  
Minor in Finance & Law  
Minor in Corporate Governance  
Minor in Business Ethics and Law  
Minor in Business Journalism  
CIMA BA Track  
Minor in Data Analysis

Minor in Public Relations  
Minor in Information Technology in Business  
Minor in International Relations  
Minor in Human Resource Management  
Minor in Finance & Law  
Minor in Corporate Governance  
Minor in Business Ethics and Law  
Minor in Business Journalism  
CIMA BA Track  
Minor in Data Analysis

*\*Students may choose elective courses regardless of HSE Minors subject to studying prerequisites.*

## **Bachelor of Business Administration (BBA) in Information Technology (M. Narikbayev KAZGUU University, Higher School of Economics)**

The Business Administration (BBA) program in Information Technology is aimed at training professionals with advanced knowledge and skills in information technology, programming, data science, mobile and web technologies, economics and business, with the ability to apply this knowledge and skills to solve efficiently a variety of business problems. Graduates of this program will be prepared to work in international and local companies as IT specialists with a deep understanding of business objectives, economic and business environment, operational and strategic processes.

### **LEARNING OUTCOMES**

Upon successful completion of this program, the student will:

- demonstrate written and verbal communication skills and IT skills;
- demonstrate presentation skills, leadership and effective teamwork;
- understand and follow principles of business ethics;
- understand and be able to apply research methodology;
- understand and be able to articulate key concepts of economics, finance, accounting, management and marketing for subject-specific problem solving;
- demonstrate awareness of the economic and business environment within both global and national contexts;
- analyse various business challenges and develop relevant recommendations, analyse and visualise outcomes from data
- use programming skills to develop console, GUI and web applications;
- combine different technologies in stack to construct and/or assess solution architecture;
- apply analytical skills to diagnose, evaluate and solve problems as well as find opportunities in the field of IT;
- design, build and secure databases for required tasks;
- use critical thinking to generate business ideas, maintain and coordinate IT project life cycles, use system analysis and design skills to examine stack of technologies used in IT solutions and provide an expert assessment and improvement measures
- conduct market analysis and research to establish successful minimum viable product;
- graphically represent elements and draw prototypes in a modern graphical editing tool;
- proficiently apply knowledge in law, IT law, taxation and local and international regulations.

The curriculum is structured as follows:

General Education Courses	58 ECTS
- Required	53 ECTS
- Electives	5 ECTS
School Required Courses	30 ECTS
Mathematics and Economics Required Courses	25 ECTS
Business Core Required Courses	23 ECTS
Major Courses	80 ECTS
- Required	55 ECTS
- Electives /HSE Minors	25 ECTS
Internship	12 ECTS
State Exam/Bachelor's Thesis	12 ECTS
<b>Total</b>	<b>240 ECTS</b>

## Year 1 - 4

### Required General Education Courses (58 ECTS):

GED1101	Contemporary History of Kazakhstan (5)
GED1102	Cambridge English (B1) (10)
GED1103	Kazakh/Russian (B1) (5)
GED1104	Global Perspectives and Identity-1 (3)
GED1105	General Psychology (2)
GED1106	Philosophy (5)
GED1107	Cambridge English (B2) (10)
GED1108	Kazakh/Russian (B2)(5)
GED1110	Global Perspectives and Identity-2 (3)
GED1111	Information and Communication Technologies (5)

### Electives General Education Courses:

GED2109	Critical Thinking (5)
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### Required Courses (158 ECTS):

#### Fall Semester

#### Spring Semester

#### *School Required Courses (30 ECTS):*

BUS2201	Business Communications (5)	BUS2201	Business Communications (5)
BUS2202	Organizational Behavior (5)	BUS2202	Organizational Behavior (5)
BUS3203	Business Ethics (5)	BUS3203	Business Ethics (5)
RES3201	Academic Writing (5)	RES3201	Academic Writing (5)
RES3202	Introduction to Research Methods (5)	RES3202	Introduction to Research Methods (5)
IT2202	Data Analysis – I (5)	IT2202	Data Analysis – I (5)

#### *Mathematics and Economics Required Courses (25 ECTS):*

ECN1201	Mathematics - 1/ Calculus – 1 (5)	ECN1201	Mathematics - 1/ Calculus – 1 (5)
ECN1202	Introduction to Economics (5)	ECN1202	Introduction to Economics (5)
ECN2203	Statistics (5)	ECN2203	Statistics (5)
ECN2204	Mathematics - 2 (5)	ECN2204	Mathematics - 2 (5)
ECN2207	Discrete Mathematics (5)	ECN2207	Discrete Mathematics (5)

#### *Business Core Courses (23 ECTS):*

ACC2201	Principles of Accounting (5)	ACC2201	Principles of Accounting (5)
FIN3201	Principles of Finance (5)	FIN3201	Principles of Finance (5)
MGT2201	Principles of Management (5)	MGT2201	Principles of Management (5)
MGT	Principles of Marketing (5)	MGT	Principles of Marketing (5)
MKT2201		MKT2201	
BUS4206	A Step to Graduate (3)	BUS4206	A Step to Graduate (3)

#### *Major Courses (55 ECTS):*

IT2301	Introduction to Programming (5)	IT2301	Introduction to Programming (5)
IT2303	Web Development I (5)	IT2303	Web Development I (5)
IT3304	Algorithms and Data Structures (5)	IT3304	Algorithms and Data Structures (5)

IT3305	Mobile Development I (5)
IT3306	Information Security (5)
IT3307	Web Development II (5)
IT3308	Databases (5)
IT3309	Machine Learning (5)
IT3310	Mobile Development II (5)
IT3311	Data Analysis II (5)
IT4312	Capstone Project (5)

IT3305	Mobile Development I (5)
IT3306	Information Security (5)
IT3307	Web Development II (5)
IT3308	Databases (5)
IT3309	Machine Learning (5)
IT3310	Mobile Development II (5)
IT3311	Data Analysis II (5)
IT4312	Capstone Project (5)

**Electives (25 ECTS) from the list below:**

**Fall Semester**

**Spring Semester**

**Major Electives (25 ECTS)**

IT4313	Graphic Design (5)
IT4314	Networks and Security (5)
IT4315	Basics of IT Law (5)
IT4316	Software Development (5)
IT4317	Probability & Statistics II (5)
IT4318	Game Development (5)
MGT4302	Entrepreneurship (5)
MGT4305	Project Management (5)
MGT4308	Principles of Leadership (5)
FIN2202	Corporate Finance (5)
FIN4310	Bloomberg Market Concepts (5)
ACC3305	Managerial Accounting (5)

IT4313	Graphic Design (5)
IT4314	Networks and Security (5)
IT4315	Basics of IT Law (5)
IT4316	Software Development (5)
IT4317	Probability & Statistics II (5)
IT4318	Game Development (5)
MGT4302	Entrepreneurship (5)
MGT4305	Project Management (5)
MGT4308	Principles of Leadership (5)
FIN2202	Corporate Finance (5)
FIN4310	Bloomberg Market Concepts (5)
ACC3305	Managerial Accounting (5)

**Minor (25 ECTS)**

Minor in Finance  
 Minor in Economics  
 Minor in Marketing  
 Minor in Supply Chain Management  
 Minor in Entrepreneurship and Innovation  
 Minor in Public Relations  
 Minor in International Relations  
 Minor in Human Resource Management  
 Minor in Finance & Law  
 Minor in Corporate Governance  
 Minor in Business Ethics and Law  
 Minor in Business Journalism  
 CIMA BA Track

Minor in Finance  
 Minor in Economics  
 Minor in Marketing  
 Minor in Supply Chain Management  
 Minor in Entrepreneurship and Innovation  
 Minor in Public Relations  
 Minor in International Relations  
 Minor in Human Resource Management  
 Minor in Finance & Law  
 Minor in Corporate Governance  
 Minor in Business Ethics and Law  
 Minor in Business Journalism  
 CIMA BA Track

*\*Students may choose elective courses regardless of HSE Minors subject to studying prerequisites.*

**PART VII MASTER DEGREE PROGRAMMES**  
**MASTER OF SCIENCE IN ECONOMICS**  
**(M. Narikbayev KAZGUU University, Higher School of Economics)**

The Master's Programme in Economics is based on the international educational standards with focus on the local content.

The programme is oriented on developing students' knowledge and skills in business micro and macro environment analysis as the most demanded by the regional labour market.

<b>Core Courses</b>	35 ECTS
Required	15 ECTS
Teaching Practice	5 ECTS
Electives	15 ECTS
<b>Profile courses</b>	49 ECTS
Required	15 ECTS
Electives	22 ECTS
<b>Research Practice</b>	12 ECTS
<b>Scientific Research Project</b>	24 ECTS
<b>Dissertation Defence</b>	12 ECTS
<b>Total</b>	<b>120 ECTS</b>

**LEARNING OUTCOMES**

The graduates of the programme should be able to:

- demonstrate leadership, professional ethics and effective teamwork;
- demonstrate proficient command of English, both writing and speaking, and presentation skills;
- be committed to high standards of research ethics and academic integrity;
- independently conduct applied research of appropriate novelty and quality;
- find and deliver insights based on research to relevant stakeholders;
- articulate professional judgments based on existing and original information;
- apply theoretical knowledge and analytical skills to diagnose, evaluate and solve problems in economics and develop relevant recommendations;
- demonstrate solid knowledge and practical skills of estimating and interpreting econometric models;
- demonstrate data management and coding skills sufficient to perform econometric estimations with real data with the statistical packages.

Master program in Economics include following components:

- **Coursework**
- **Master's Dissertation**
- **Research Practice**
- **Teaching Practice**

**The Master's Dissertation** of HSE KAZGUU is a research that form an integral part of the Master's degree programme. Topics of the research may cover a wide range of areas as they reflecting major disciplines of Higher School of Economics which are economics, finance, management, psychology, international relations, etc. The objective of research is to gain a better understanding of the major theoretical and conceptual debates around a selected topic, formulate a research question, identify the relevant literature, develop a methodology, define relevant key players and stakeholders, set up surveys to collect relevant data, conduct applied qualitative and quantitative research, and produce a substantial report of

between 10 000 and 12 000 words (including references) of length that reflects a thorough understanding of the chosen topic, including a set of policy-relevant recommendations.

**Research Practice** is obligatory for a 2- year master programme and aims at acquainting with the latest theoretical, methodological, achievements methods of processing and interpretation of experimental data and is included in the curriculum in accordance with the and technological of science, modern scientific research, requirements of the State Compulsory Education Standard. It is divided into several parts and carried out throughout master studies.

According to the Ministry of Education and Science requirements, **teaching practice** is included into the course workload of Graduate Students. Teaching practice involves different types of activities and different degrees of autonomy depending on the nature of the course and intended goals of the supervisor. Graduate Students are assigned as teaching assistants (TA) of HSE course instructors and lecturers.

### Year 1-2

<b>Required Courses (30 ECTS)</b>	
<b>Fall Semester</b>	<b>Spring Semester</b>
<b>Core Courses (20 ECTS)</b>	
MGT5201/Global Leadership and Organizational Development (10):	
- History and philosophy of science	
- Foreign language (professional)	
- Higher school Pedagogy	
- Management Psychology	
RSM5201/Research Methods – I (5)	
Teaching practice (5)	
<b>Profile Courses (10 ECTS):</b>	
ECN5309/Microeconomics -II (5)	ECN5201/Econometrics (5)
<b>Electives (39 ECTS) select from the list below:</b>	
<b>Fall Semester</b>	<b>Spring Semester</b>
ECN5205/International Economics (5)	FIN5305/Risk Management (5)
ECN5206/Labour Economics (5)	ECN5302/Macroeconomics -II (5)
ECN5307/Cases in Economics (5)	ECN5303/Applied Economics (5)
ECN5308/Advanced Econometrics (5)	ECN5304/Optimization Theory in Economic Analysis (5)



## **MASTER OF SCIENCE IN FINANCE** **(M. Narikbayev KAZGUU University, Higher School of Economics)**

The program teaches the use of advanced mathematical models and quantitative methods to create innovative solutions. Master in Finance programme is a combination of in-depth study of quantitative methods with a practical solution of business tasks.

The programme prepares for a wide range of financial services that require analytical severity and the ability to market innovative challenges. The Master's programme develops competencies needed to use advanced mathematical models and quantitative methods to create innovative solutions for the complex problems of financing. The only academic programme welcomed into the CFA Institute University Affiliation Program and recognized by GARP as an Academic Partner in Kazakhstan. Master programme has been acknowledged as incorporating at least 70 percent of the CFA Program Candidate Body of Knowledge (CBOK) and placing emphasis on the CFA Institute Code of Ethics and Standards of Practice within the program. This program positions students well to obtain the Chartered Financial Analyst® designation, which has become the most respected and recognized investment credential in the world.

The curriculum provides rigorous academic content that is coupled with the current practice will prepare the most demanded professionals in the field.

<b>Core Courses</b>	<b>35 ECTS</b>
Required	15 ECTS
Teaching Practice	5 ECTS
Electives	15 ECTS
<b>Profile courses</b>	<b>49 ECTS</b>
Required	15 ECTS
Electives	22 ECTS
<b>Research Practice</b>	<b>12 ECTS</b>
<b>Scientific Research Project</b>	<b>24 ECTS</b>
<b>Dissertation Defence</b>	<b>12 ECTS</b>
<b>Total</b>	<b>120 ECTS</b>

### **LEARNING OUTCOMES**

The graduates of the programme should be able to:

- demonstrate leadership, professional ethics and effective teamwork;
- demonstrate proficient command of English, both writing and verbal, and presentation skills;
- be committed to high standards of research ethics and academic integrity;
- independently conduct applied research of appropriate novelty and quality;
- find and deliver insights based on research to relevant stakeholders;
- articulate professional judgments based on existing and original information;
- apply analytical skills to diagnose, evaluate and solve problems in finance to develop recommendations;
- develop and polish solid risk management competences;
- critically assess the risk management process and identify problems and challenges that can arise in the risk management process;
- distinguish and apply tools and procedures used to measure and manage risk, including quantitative measures, qualitative assessment, and enterprise risk management;
- explain the need for high ethical standards in the investment industry and the ethical responsibilities

required by the CFA Institute Code of Ethics and standards of Professional Conduct and GARP with

respect to risk management practices;

- establish and develop a strong culture of risk awareness within in their organizations;
- demonstrate solid knowledge and practical skills of estimating and interpreting econometric models for finance;
- operate theoretical knowledge and practical modeling and coding skills to handle data and conduct econometric research;
- articulate knowledge and skills in understanding of the general legal framework, and of specific legal areas relating to business world, and the legal implications of business activities;
- assess key characteristics of a wide range of financial products and its valuation and investment management strategies

Master program in Finance include following components:

- **Coursework**
- **Master's Dissertation**
- **Research Practice**
- **Teaching Practice**

**The Master's Dissertation** of HSE KAZGUU is a research that form an integral part of the Master's degree programme. Topics of the research may cover a wide range of areas as they reflecting major disciplines of Higher School of Economics which are economics, finance, management, psychology, international relations, etc. The objective of research is to gain a better understanding of the major theoretical and conceptual debates around a selected topic, formulate a research question, identify the relevant literature, develop a methodology, define relevant key players and stakeholders, set up surveys to collect relevant data, conduct applied qualitative and quantitative research, and produce a substantial report of between 10 000 and 12 000 words (including references) of length that reflects a thorough understanding of the chosen topic, including a set of policy-relevant recommendations.

**Research Practice** is obligatory for a 2- year master programme and aims at acquainting with the latest theoretical, methodological, achievements methods of processing and interpretation of experimental data and is included in the curriculum in accordance with the and technological of science, modern scientific research, requirements of the State Compulsory Education Standard. It is divided into several parts and carried out throughout master studies.

According to the Ministry of Education and Science requirements, **teaching practice** is included into the course workload of Graduate Students. Teaching practice involves different types of activities and different degrees of autonomy depending on the nature of the course and intended goals of the supervisor. Graduate Students are assigned as teaching assistants (TA) of HSE course instructors and lecturers.

## Year 1 - 2

Required Courses (25 ECTS)	
Fall Semester	Spring Semester
<b>Core Courses (20 ECTS)</b>	
MGT5201/Global Leadership and OrganizationalDevelopment (10):	
- History and philosophy of science	
- Foreign language (professional)	
- Higher school Pedagogy	
- Management Psychology	
RSM5201/Research Methods – I (5)	
Teaching practice (5)	
<b>Profile Courses (5 ECTS):</b>	
FIN5313/Financial Econometrics I (5)	FIN5322/Financial Econometrics II (5)
	FIN5305/Financial Risk Management (5)

**Electives (37 ECTS) select from the list below:**

**Fall Semester**

**Spring Semester**

**Core courses (15 ECTS)**

FIN5313/Advanced Corporate Finance (5)  
FIN5311/Valuation (5)  
FIN5309/Securities and Derivatives (5)  
CBL5301/Corporate and Business Law (5)

**Profile Courses (22 ECTS):**

FIN5304/Operational Risk Management (5)  
FIN5310/Investment Management (5)  
FIN5324/Fixed Income Securities (5)  
FIN5308/Professional Ethics (5)  
FIN5323/Financial Statement Analysis (5)

FIN5306/Credit Risk Management (5)  
FIN5325/Portfolio Management (5)  
FIN5323/Financial Statement Analysis (5)  
FIN5302/Bloomberg Concept Markets (2)  
FIN5301/Advanced Topics in Finance (Financial Modeling) (5)

## MASTER OF ARTS IN BUSINESS AND MANAGEMENT

(M. Narikbayev KAZGUU University, Higher School of Economics)

The aim of the programme is to provide students with the skills and knowledge necessary to contribute in the strategic development of organization. The programme is suitable for professionals who want to upgrade their knowledge and skills.

<b>Core Courses</b>	35 ECTS
Required/Elective	10 ECTS
<b>Profile courses</b>	25 ECTS
Required/ Electives	20 ECTS
Industry Practice	5 ECTS
<b>Experimental Research Project</b>	13 ECTS
<b>Dissertation Defence</b>	12 ECTS
<b>Total</b>	<b>60 ECTS</b>

### LEARNING OUTCOMES

The graduates of the programme should be able to:

- forecast current global trends and their impact on the economy of Kazakhstan at the micro and macro levels;
- demonstrate leadership, professional ethics and effective teamwork;
- demonstrate proficient command of English, both writing and verbal, and presentational skills;
- be committed to high standards of research ethics and academic integrity;
- independently conduct applied research of appropriate quality;
- find and deliver insights based on research to relevant stakeholders;
- articulate professional judgments based on existing and original information;
- evaluate both local and global environment, current trends and challenges;
- manage processes and structures in the organization through an understanding of economic and financial processes, HR management methods, marketing and management theories and concepts;
- ensure inclusion, diversity and equality practices within organization;
- assess organizational culture for decision-making and risk mitigation;
- manage resources effectively for decision-making.

Master program in Economics include following components:

- **Coursework**
- **Master's Dissertation**
- **Research Practice**
- **Industry Practice**

**The Master's Dissertation** of HSE KAZGUU is a research that form an integral part of the Master's degree programme. Topics of the research may cover a wide range of areas as they reflecting major disciplines of Higher School of Economics which are economics, finance, management, psychology, international relations, etc. The objective of research is to gain a better understanding of the major theoretical and conceptual debates around a selected topic, formulate a research question, identify the relevant literature, develop a methodology, define relevant key players and stakeholders, set up surveys to collect relevant data, conduct applied qualitative and quantitative research, and produce a substantial report of between 10 000 and 12 000 words (including references) of length that reflects a thorough understanding of the chosen topic, including a set of policy-relevant recommendations.

**Research Practice** is obligatory and aims at acquainting with the latest theoretical, methodological, achievements methods of processing and interpretation of experimental data and is included in the

curriculum in accordance with the and technological of science, modern scientific research, requirements of the State Compulsory Education Standard.

**Industry internship** aims at consolidating gained theoretical knowledge, acquiring practical skills, competencies, and experience of professional activity in the educational master's program, as well as mastering advanced experience.

### Year 1-2

Fall Semester	Core Courses (10 ECTS)	Spring Semester
MGT5201/Global Leadership and Organizational Development (10): -History and philosophy of science -Foreign language (professional) -Higher school Pedagogy -Management Psychology	<b>Profile Courses (25 ECTS):</b>	
RSM5201/Research Methods – I (5)	MGT5302/Business Economics (5)	
MGT5303/Equality, Diversity and Inclusion (5)	MGT5304/Strategic Management (5)	
MGT5307/Project Management (5)	MGT5305/Strategic Marketing (5)	
MGT5306/Strategic HR (5)	MGT5308/Business Ethics (5)	
Industry practice (5)		

## PHD IN ECONOMICS

(M. Narikbayev KAZGUU University, Higher School of Economics)

The PhD programme in Economics is aimed to develop rigorous theoretical knowledge and practical research skills to shape future professional researchers with a focus on empirical research in Economics for both academic and research career.

Core Courses - I	28 ECTS
Required	20 ECTS
Teaching internship	3 ECTS
Elective	5 ECTS
Core Courses - II	25 ECTS
Required	15 ECTS
Research practice	5 ECTS
Elective	5 ECTS
Research	115 ECTS
Final Examination	12 ECTS

### LEARNING OUTCOMES

The graduates of the programme should be able to:

- demonstrate the ability to apply a wide range of research and project management skills to conduct independent research in Economics and related fields;
- be committed to high standards of research ethics and academic integrity;
- generate new scientific knowledge and contribute to the relevant field;
- apply core principles of science and various epistemological approaches, analyse concepts in terms of philosophical and theoretical underpinnings;
- conceptualise and critically evaluate the main theories in Economics, their evolution and paradigm shifts in economic theory and policy;
- demonstrate a systematic understanding of the analytical apparatus used in economic analysis and be able to employ it at an advanced level;
- evaluate and analyse the key concepts of Economics and their Micro- and Macro- applications;
- apply advanced econometric methods of analysis and demonstrate proficiency in processing and modelling data, performing estimations and interpreting results;
- be familiar with various qualitative research methods and be able to apply those of them relevant to Economics;
- understand the process of writing papers and publishing in academia;
- demonstrate proficient command of English, both writing and verbal, and presentation skills.

### Year 1-3

#### Required Courses (43 credits):

##### Fall Semester

##### Spring Semester

#### *Core Courses- I (23 credits):*

PHL7201/An Introduction to the Philosophy of SocialSciences (5)

ECN7202/Optimization Theory in Economic Analysis (5)

ECN7203/Applied Microeconometrics (5)

ECN7204/Applied Macroeconometrics (5)

Teaching internship (3)

**Core Courses- II (20 credits):**

ECN7305/Advanced Microeconomics(5)  
ECN7306/ Advanced Macroeconomics(5)  
ECN7307/Causal Inference and Quasi-  
Experimental Research (5)  
Research practice (5)

**Electives (10 credits) from the list below:**

**Fall Semester**

**Spring Semester**

**Elective Courses- I (5 credits):**

ECN7208/History of Economic Thought (5)  
PHL7209/Qualitative Methods in Research (5)  
LNG7210/Academic Writing (5)  
PHL7211/“Let’s Talk Research” Series of  
Seminars (5)

**Elective Courses- II (5 credits):**

ECN7312/Game and Contract Theory (5)  
ECN7313/Labour Economics (5)  
ECN7314/Advanced Behavioural Economics  
ECN7315/International Trade Theory  
ECN7316/Public Economic Management (5)

## COURSE DESCRIPTIONS

### ACCOUNTING

**Course Code:** ACC2201 **ECTS:** 5

**Course Name:** Principles of Accounting

**Course Description:** The course allows students to learn the role of an accountant, principles of double entry, stock count of property, plant and equipment, evaluation and preparation of a preliminary trial balance. Completion of this course will allow to: interpret primary accounting documents; reflect the business transactions in the accounts; evaluate long-term assets; prepare a form of financial statements.

**Prerequisites:** Introduction of Economics

\*\*\*

**Course Code:** ACC3302 **ECTS:** 5

**Course Name:** Financial Accounting I

**Course Description:** The course covers procedures for accounting of cash and cash equivalents, account receivables and other assets, inventory, fixed assets, intangible assets, liabilities, recognition of income and expenses, capital and reserves, the preparation of financial statements in accordance with IAS. This course considers the key provisions for the exam F3: Financial Accounting ACCA, and exam F7: Financial Reporting ACCA.

**Prerequisites:** Principles of Accounting

\*\*\*

**Course Code:** ACC3303 **ECTS:** 5

**Course Name:** Financial Accounting II

**Course Description:** The course is aimed at an in- depth study of IFRS and its practical applications. The course examines business combinations, the evaluation of financial instruments, investments in associated companies, investment property accounting, finance leases, impairment of assets, the effects of changes in foreign exchange rates, income taxes, procedures for financial statements consolidation. This course considers the key provisions for the exam F7: Financial Reporting ACCA.

**Prerequisites:** Financial Accounting

\*\*\*

**Course Code:** ACC3304 **ECTS:** 5

**Course Name:** Taxation

**Course Description:** This course will allow students to attain a comprehensive understanding of taxation, features of taxes, role of taxes in a tax system, tax calculation and payment methodology. This course helps to obtain competencies in tax management within organizations and make full use of tax legislation.

**Prerequisites:** Principles of Accounting, Principles of Finance

\*\*\*

**Course Code:** ACC3305 **ECTS:** 5

**Course Name:** Managerial Accounting 1

**Course Description:** The course covers the topic of managerial decision-making. The course covers the subjects of cost management; cost accounting techniques, cost planning and analysis; the adoption of short-term management decisions and long-term investment decisions; pricing; budgeting and control. This course considers the key provisions for the exam F2: Management Accounting ACCA, and exam F5: Performance Management ACCA.

**Prerequisites:** Principles of Accounting

\*\*\*

**Course Code:** ACC3306 **ECTS:** 5

**Course Name:** Audit

**Course Description:** The course is based upon International Auditing Standards theory and its practical implementation. The course theory includes subjects of audit planning, audit risk, testing of controls, audit evidence, substantive testing, analytical procedures and audit ethics. This course considers the key provisions for the exam ACCA F8 Audit.

**Prerequisites:** Principles of Accounting

\*\*\*

**Course Code:** ACC4307 **ECTS:** 5

**Course Name:** Financial and Tax Reporting

**Course Description:** The course interprets the main provisions of the international financial reporting standards (IFRS) and International Accounting Standards (IAS). It is aimed at the formation and analysis of the separate and consolidated financial statements. This course examines the procedure for the formation of the tax statements. This course considers the key provisions for the exam F7: Financial Reporting ACCA.

**Prerequisites:** Financial Accounting I, Financial Accounting II, Taxation

\*\*\*

**Course Code:** ACC3208, ACC3308, ACC4208, ACC4308 **ECTS:** 5

**Course Name:** Selected Topics in Accounting

**Course Description:** These courses will cover specific topics related to industries, instructors' expertise and students' field of interest and may serve as a basis in considering a transfer of the courses from other universities.

**Prerequisites:** Principles of Accounting

\*\*\*

## **BUSINESS**

**Course Code:** BUS2201 **ECTS:** 5

**Course Name:** Business Communications

**Course Description:** The process of interaction with people is based on building communications, which are essential for the professional and social success. The main purpose of this course is to shape students' understanding of the effective communications and their technics, as well as application of the knowledge and skills gained in their practical activity for managing social behaviour of individuals and groups.

**Prerequisites:** none

\*\*\*

**Course Code:** BUS2202, BUS3202 **ECTS:** 5

**Course Name:** Organizational Behaviour

**Course Description:** Organizational behaviour studies the behaviour of people in the organization and assesses its impact on performance. The course of "Organizational Behaviour" focuses on human resource management as an object. Minimum level of knowledge and skills mastered within this course include: possession of theoretical issues of individual behaviour in the organization, groups' formation and development and their behaviour; ability to

understand the essence of the organizational culture in the company, balance between “leadership” and “power”, impact of conflict on the organization; skills of managing interpersonal and intergroup relations, as well as organizational change.

**Prerequisites:** none

\*\*\*

**Course Code:** BUS3203 **ECTS:** 5

**Course Name:** Business Ethics

**Course Description:** The course focuses on examining ethical issues within the future professional activity. To gain such an understanding requires to study topics such as the moral content of human action; recognizing and analysing ethical issues in various types of professional activity; understanding core business values and promoting ethical behaviour; the social responsibilities of modern businesses as well as ethics in a global context.

**Prerequisites:** none

\*\*\*

**Course Code:** BUS4304 **ECTS:** 5

**Course Name:** International Business

**Course Description:** This fundamental course is designed to introduce the business decision- making process within the global markets. It will cover the following issues: cultural, political and legal environment in which international business operates; business applications of the theories of international economics; global financial and risk- related decisions and their assessments; basics of corporate strategy in a global environment. The completion of this course will help future specialists to comprehend key economic, political and social dimensions of international business and analyse and evaluate the global factors that affect business in the modern world.

**Prerequisites:** none

\*\*\*

### **CORPORATE AND BUSINESS LAW**

**Course Code:** CBL3301 **ECTS:** 5

**Course Name:** Corporate and Business Law

**Course Description:** This course equips students with discipline-specific and transferrable skills that are particularly valuable to businesses, professional practices and regulatory bodies. Students will have opportunity to analyse the effectiveness of corporate and business law in its economic, financial and global context. The course will cover the entire life cycle of a corporation.

**Prerequisites:** Principles of Finance

### **ECONOMICS**

**Course Code:** ECN1201 **ECTS:** 5

**Course Name:** Calculus/Mathematics I

**Course Description:** This course covers calculus and is aimed at developing mathematical apparatus for modelling, analysing and solving economic and business problems on a basic level. The course outline includes: functions, graphs and limits, differentiation and derivatives, exponential and logarithmic functions, integration, calculus of several variables, constrained optimization and method of Lagrange multipliers.

**Prerequisites:** none

\*\*\*

**Course Code:** ECN1202, ECN2202 **ECTS:** 5

**Course Name:** Introduction to Economics

**Course Description:** This course is developed to form basic skills of analysing economic situations and behaviour of economic agents. Completion of this course will allow to: navigate in current information flows and adapt to rapidly changing economic environment; analyse and evaluate on a basic level the social and economic information; plan and carry out own activity based on the results of this analysis; be able to work independently with literature on economic issues.

**Prerequisites:** Calculus/Mathematics I

\*\*\*

**Course Code:** ECN2203 **ECTS:** 5

**Course Name:** Statistics

**Course Description:** This is an introductory course in statistics. It will provide an understanding of the main concepts used in statistical analysis like random variables, sampling, probability, and distributions, etc. This course emphasizes both the theoretical and the practical aspects of statistical analysis. Technical skills developed are estimating sample parameters, confidence intervals, conducting hypothesis tests, and the OLS procedure. The goal is to help you start working with statistical data and develop the ability to implement the estimation techniques.

**Prerequisites:** Calculus/Mathematics I

\*\*\*

**Course Code:** ECN2204 **ECTS:** 5

**Course Name:** Mathematics II/Linear Algebra

**Course Description:** In this course the fundamental notions and instruments in linear algebra providing a prerequisite for studying Econometrics are covered. The course outline includes: the notion of linearity, operations with vectors and matrices, square matrices and determinants, inverse matrix, systems of linear equations, linear spaces and Euclidean spaces, linear transformations, eigenvectors and eigenvalues and basics of linear programming.

**Prerequisites:** Calculus/Mathematics I

\*\*\*

**Course Code:** ECN2205 **ECTS:** 5

**Course Name:** Microeconomics - I

**Course Description:** Microeconomics-I is an introductory course that teaches the fundamentals of economic theory on a micro- level, such as the consumer behaviour theory, the firm theory, the supply and demand analysis, the competition and market structures, externalities and basics of the welfare economics, rationality and full information. Students will comprehend and learn to analyse microeconomic concepts to address theoretical issues and acquire basic economic thinking skills.

**Prerequisites:** Introduction to Economics

\*\*\*

**Course Code:** ECN2206, ECN3206 **ECTS:** 5

**Course Name:** Macroeconomics - I

**Course Description:** Macroeconomics is an introductory course that teaches the fundamentals of macroeconomic theory: measuring GDP and cost of living; basics of economic growth theory; saving, investment, and the financial system; basic tools of finance; unemployment; monetary system and inflation; the Phillips Curve; AD-AS static model; fiscal and monetary policy; basics of open-economy macroeconomics; international trade and comparative

advantage theory. Students will learn to analyse and apply economic concepts and evaluate economic processes at the national level.

**Prerequisites:** Introduction to Economics

\*\*\*

**Course Code:** ECN4308 **ECTS:** 5

**Course Name:** Microeconomics - II

**Course Description:** An intermediate level Microeconomics-II is an extension of Microeconomics-I, but at greater depth and with a greater reliance on graphical and mathematical analysis. The course will include the following topics: technology; profit maximization; cost minimization; duality; utility maximization and choice under uncertainty; competitive markets and game theory; time; assets markets; public goods; information; Microeconometrics and optimization models.

**Prerequisites:** Microeconomics – I

\*\*\*

**Course Code:** ECN4309 **ECTS:** 5

**Course Name:** Macroeconomics - II

**Course Description:** This course is developed for students with major in Economics to provide them with the opportunity to deeper understand the core macroeconomic models, and be able to use them in application to the real-world macroeconomic practices' analysis. It will cover the following topics: classical and Keynesian macroeconomic theories; IS-LM model; the open economy and Mundell-Fleming model; AD-AS dynamic model; economic growth and Solow model.

**Prerequisites:** Macroeconomics – I

\*\*\*

**Course Code:** ECN3210 **ECTS:** 5

**Course Name:** Econometrics

**Course Description:** The course covers the basic concepts and tools needed for the econometric analysis and economic forecast. Students are supposed to get a general notion of the nature and scope of econometrics. The material contains the description of basic approaches to regression analysis with a focus on its application to economic issues. The topics covered include: simple regression analysis; residual statistics; hypothesis testing; multiple regression; alternate functional forms; dichotomous variables; properties of ordinary least-squares estimators; multicollinearity; heteroskedasticity; serial correlation.

**Prerequisites:** Statistics

\*\*\*

**Course Code:** ECN4310 **ECTS:** 5

**Course Name:** International Trade

**Course Description:** This course is an introduction to the theory of international trade with applications to current policy issues. The course is grounded in the belief that economic analysis is essential to understand modern world affairs. The graduation of this course will allow understanding, evaluating, and suggesting solutions to the important challenges Kazakhstan and the world face in the coming years. After completing of this course students will be able to: apply basic concepts of the international trade for the analysis of the world economy or/and the economy of a specific country; analyse and evaluate trade flows and policies of a certain country; evaluate current trends in international trade, behaviour of firms in a global economy, role of international organization, namely, the WTO; apply the principle of comparative analysis for two or more countries.

**Prerequisites:** Introduction to Economics

\*\*\*

**Course Code:** IR3311 **ECTS:** 5

**Course Name:** Game Theory

**Course Description:** This course seeks to introduce the basic tools of game theory and strategic decision making and evolve students' analytical skills. The content will cover: simultaneously played games; sequentially played games; Nash Equilibrium: pure and mixed strategies; repeated games; Bayesian games and simple applications. Game Theory is widely used in several fields, thus, the course will outline some of its numerous applications, mostly in Economics.

**Prerequisites:** Introduction to Economics

\*\*\*

**Course Code:** ECN3212, ECN 3312, ECN 4212, ECN4312 **ECTS:** 5

**Course Name:** Selected Topics in Economics

**Course Description:** These courses will cover specific topics related to industries, instructors' expertise and students' field of interest and may serve as a basis in considering a transfer of the courses from other universities.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN2201, FIN3201 **ECTS:** 5

**Course Name:** Principles of Finance

**Course Description:** The purpose of this course is to develop the analytical skills for making corporate investment and financial decisions and risk analysis. Topics covered include the concept of present value and the opportunity cost of capital, discounted cash flow analysis and other valuation techniques; and issues short- and long- term financial management, risk and return, the CAPM model; planning capital investments, risk analysis and other concepts, theories.

**Prerequisites:** Principles of Accounting

\*\*\*

**Course Code:** FIN2202 **ECTS:** 5

**Course Name:** Corporate Finance

**Course Description:** The course provides an in- depth knowledge in corporate finance. It is aimed to develop skills in performing mathematical calculations to make effective financial decisions, diagnose the financial condition of a corporation and offer effective interventions to address issues. Within the course students will develop understanding and skills to operate dividend policy of a company, current expenses, current assets and reverse obligations, money, stocks, receivables, corporation risks.

**Prerequisites:** Principles of Finance, Principles of Accounting

\*\*\*

**Course Code:** FIN3203 **ECTS:** 5

**Course Name:** Ethics and Professional Standards

**Course Description:** The CFA Institute Code of Ethics and Standards of Professional Conduct are fundamental to the values of CFA Institute and essential to achieving its mission to lead the investment profession globally by promoting the highest standards of ethics, education, and professional excellence for the ultimate benefit of society. High ethical standards are critical to maintaining the public's trust in financial markets and in the investment profession.

**Prerequisites:** Principles of Finance

\*\*\*

**Course Code:** FIN3204 **ECTS:** 5

**Course Name:** Financial Statement Analysis

**Course Description:** The course objective is to teach students to accurately read and analyse institutions. The course introduces an overview to financial systems in general financial statements of various companies in a variety of industries. It examines the uses and misuses of financial statement data for a wide range of financing decisions. The course analyses various reporting options that affect income, assets, cash flow forecasts, financial ratios, and trends; distinguishes between accounting rules and underlying economic realities; and examines approaches that analysts can take when external reports do not reflect a firm's underlying economics.

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN3307 **ECTS:** 5

**Course Name:** Securities and Derivatives

**Course Description:** This course covers theoretical issues related to securities and derivatives, capital markets, and market players. The overall aim of the course is to understand mechanics of capital markets and application of different techniques in the context of corporate decision making. Within given course students will gain knowledge and skills necessary to assess value and profitability of financial instruments and to analyse securities and financial derivatives.

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN3305 **ECTS:** 5

**Course Name:** Valuation

**Course Description:** This course focuses on the basic concepts and technique of valuation (Discounted cash flow / DCF, Multiples / Multiples, etc.). The goal is to «equip» students with valuation's tools that can be used in practice. Also as part of the learning is connecting corporate strategy with value creation strategy (the principles of added value, the key value drivers, barriers to entry and competitive advantages).

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN3306 **ECTS:** 5

**Course Name:** Financial Institutions and Markets

**Course Description:** The course is fundamental, introductory course in the area of finance, which will introduce such basic concepts as present value, future value, yield to maturity, and such financial markets will be covered as money market, bond market, stock market, foreign exchange market, mortgage market. The purpose of the course is to introduce the basic concepts and vocabulary relating to the operation of the financial system, to explore the fundamentals of interest rates and to examine the regulatory environment affecting financial institutions. The course introduces an overview to financial systems in general.

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN3308 **ECTS:** 5

**Course Name:** Financial Management

**Course Description:** This course is based on a theory of financial management, its nature, functions, methods, basic concepts and indicators. The course gives an understanding of the essential concepts of the financial management

to develop and implement effective financial strategies and methods of increasing company's market value. The purpose of the course is to develop students' understanding of the shareholders' value maximizing ways.

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN3309, FIN4309 **ECTS:** 5

**Course Name:** Investment Management

**Course Description:** This course provides a comprehensive view on investment management: the significance of diversification in portfolios, factor models, such as CAPM, APT etc. and investment portfolios appropriate to investment objective. The course helps to build an understanding of the derivative instruments, stock analysis and modifications of portfolio risk to meet the risk tolerance level of an investor.

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN3310, FIN4310 **ECTS:** 5

**Course Name:** Bloomberg Market Concepts (BMC)

**Course Description:** Bloomberg Market Concepts (BMC) is an 8-hour self-paced e-learning course consisting of 4 modules – Economics, Currencies, Fixed Income and Equities. The Bloomberg terminal is one of the most widely used data retrieval and analytical tools in trading rooms worldwide. Familiarity with this software is mandatory within the financial services industry, for entry-level staff all the way up to senior managers. This course is designed for students who need a basic introduction to the vast array of functions in order to become more familiar with a higher level of functionality and complexity.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN3311 **ECTS:** 5

**Course Name:** Fixed Income Securities

**Course Description:** The course introduces / focuses on: the breadth and diversity of fixed-income securities and provides details on the distinguishing features of all types of bonds; the markets, venues, and conventions for bond trading; the methods used to value fixed-income securities and to determine relative values between them; various risks, which owners of fixed-income securities are exposed to and introduces some approaches used to identify and quantify those risks along with the complex quantitative modeling now in use; asset-backed securities; detailed analysis of valuation methods for fixed-income securities; term structure of interest rates; managing fixed-income portfolios

**Prerequisites:** Corporate Finance

\*\*\*

**Course Code:** FIN4312 **ECTS:** 5

**Course Name:** Financial Risk Management

**Course Description:** This course is aimed to provide students with practical knowledge of financial risk management. The course starts with a deep dive into quantitative analysis and econometric tools applied in the context of finance and capital markets. After getting comfortable with quantitative methods, we take turn to study securities and apply those methods to see how risk is measured and mitigated in the financial world.

**Prerequisites:** Financial Management

\*\*\*

**Course Code:** FIN3213 **ECTS:** 5

**Course Name:** International Finance

**Course Description:** This course explores basic financial concepts, analytical techniques and introduces their application to international transactions. The course is based on studying global capital markets and general investment flows. The course develops overall understanding of financial instruments used in international finance such as futures, options, swaps, forwards and others.

**Prerequisites:** Principles of Finance

\*\*\*

**Course Code:** FIN3214, FIN3314, FIN4214, FIN4314 **ECTS:** 5

**Course Name:** Selected Topics in Finance

**Course Description:** This course will cover specific topics related to industries, instructors' expertise and students' field of interest and may serve as a basis in considering a transfer of the courses from other universities.

**Prerequisites:** Principles of Finance

### GENERAL EDUCATION

**Course Code:** GED1101 **ECTS:** 5

**Course Name:** Contemporary History of Kazakhstan

**Course Description:** Contemporary History of Kazakhstan is a course on the main stages of the history of Kazakhstan that focuses students' attention on the issues of formation and development of independent statehood in Kazakhstan, its national heritage and continuity of ethnogenesis. The main issue of the course is to teach students key historical stages of the country, basic scientific methodology of historical knowledge as well as form their civic position.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1102 **ECTS:** 5

**Course Name:** Cambridge English -1

**Course Description:** The course focuses on developing communicative skills of speaking, listening, reading and writing. It also covers essential grammar, vocabulary, idioms and functional language.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1103 **ECTS:** 5

**Course Name:** Kazakh I/ Russian I

**Course Description:** This course is aimed at expanding vocabulary, mastery of complex grammatical and syntactical constructions, improving the communication skills in Kazakh/Russian in learning process, research and professional activity. Completion of this course will enable students to perceive, understand and interpret speech in Kazakh/Russian as well as to speak and write in the target language.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1104, GED1110 **ECTS:** 5

**Course Name:** Global Perspectives and Identity

**Course Description:** Understanding global social problems and position of Kazakhstan as part of contemporary globalized world is an essential part of building modern personal, professional, academic and national identity. The course is aimed at taking global perspective to study various social phenomena around the globe and understanding their influence on individual lives on a local level.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1105 **ECTS:** 5

**Course Name:** General Psychology

**Course Description:** The structure of this course is to give students basic familiarity with the field of psychology and its various scopes and different uses, specifically within the context of how the lectures apply to the students' current stage of life. Through all of the information, research and applicable material, students will themselves be challenged by the content giving them the opportunity to grow in how they view the world around them and their place within it.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1106 **ECTS:** 5

**Course Name:** Philosophy

**Course Description:** The role of Philosophy in the training of modern specialists is determined by the object of its study, which is a human and his relationships with nature and society. Philosophy facilitates formation of philosophical culture and ethical guidelines of a future specialist; is the basis of theoretical and general training of a student. Philosophy is aimed to involve students into the historical experience of world philosophy, including the Kazakh philosophy, to give an idea about the nature of modern philosophical culture, to contribute to the establishment and improvement of the skills of self-analytical thinking in the field of the humanities.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1107 **ECTS:** 5

**Course Name:** Cambridge English-2

**Course Description:** The aim of this course is to develop essential skills and academic language for learners who are preparing to study in English at university level. The course is based on authentic content from university textbooks and videos of lecture extracts. Students entering the course should have at least level B1 in English according to CEFR. After completing the course students should reach level B1+ according to CEFR.

**Prerequisites:** Cambridge English -1

\*\*\*

**Course Code:** GED1108 **ECTS:** 5

**Course Name:** Kazakh II/ Russian II

**Course Description:** The course contributes to the formation of future specialists' communicative competence which is the ability to solve real communication problems with the help of language means. The course allows students to learn the foundation principles of scientific style, as well as to develop the ability to produce structural and semantic analysis of text forming the basic skills of academic writing: annotations, abstracts, reviews, reports, summaries.

**Prerequisites:** Kazakh I/ Russian I

\*\*\*

**Course Code:** GED1109, GED2109 **ECTS:** 5

**Course Name:** Critical Thinking

**Course Description:** This course examines the system of sound arguments and opinions on the basis of analysis of issues and problems with the formulation of conclusions of correct decisions as well as the application of the obtained results in real life and workplace. Critical thinking involves a balanced, open-minded approach to any statements, the ability not to take anything for granted without proof, to be open to new ideas and opinions. Critical thinking is a rational argument about what to believe in and what to do. Critical thinking promotes the development of students' self-management skills as well as the abilities necessary for lifelong learning and career success.

**Prerequisites:** none

\*\*\*

**Course Code:** GED1111, GED2111 **ECTS:** 5

**Course Name:** Information and Communication Technologies

**Course Description:** This course examines the system of sound arguments and opinions on the basis of analysis of issues and problems with the formulation of conclusions of correct decisions as well as the application of the obtained results in real life and workplace. Critical thinking involves a balanced, open-minded approach to any statements, the ability not to take anything for granted without proof, to be open to new ideas and opinions. Critical thinking is a rational argument about what to believe in and what to do. Critical thinking promotes the development of students' self-management skills as well as the abilities necessary for lifelong learning and career success.

**Prerequisites:** none

\*\*\*

## INTERNATIONAL RELATIONS

**Course Code:** IR1301 **ECTS:** 5

**Course Name:** Introduction to International Relations

**Course Description:** The goal of this course is to help students acquire basic understanding of International Relations theories. World politics is complex and International Relations theories help us to make sense of different phenomena and processes that govern international relations between states and other actors of world politics. The purpose of this course is to introduce the field of IR, to organize what is known and theorized about IR, and to convey the key concepts used by political scientists to discuss relations among nations.

**Prerequisites:** none

\*\*\*

**Course Code:** IR1302 **ECTS:** 5

**Course Name:** Theories of International Relations

**Course Description:** This is an advanced course on Theories of International Relations for students who have successfully completed pre-requisite 'Introduction to International Relations'. It aims to provide an in-depth overview of major theoretical schools of the discipline of International Relations. It will also introduce students to historical, sociological, epistemological and methodological foundations of contemporary International Relations. Students are expected to understand and engage with key contemporary debates shaping and evolving International Relations as a discipline in 21st century. This course will require from students continual engagement and substantial reading efforts. Weekly readings are obligatory and students are expected to participate actively in discussions around weekly readings.

**Prerequisites:** Introduction to international Relations

\*\*\*

**Course Code:** IR2303 **ECTS:** 5

**Course Name:** Globalization and International Organizations

**Course Description:** This course covers the issues of the main trends and consequences of globalization in the politics, economics, social sphere, culture and education. The students will acquire the major international organizations such as World Bank and the U.N. specialized agencies. At the end of this course, students will be able to forecast the future global development and effect of globalization. This course covers the issues of the main trends and consequences of globalization in the politics, economics, social sphere, culture and education. The students will acquire the major international organizations such as World Bank and the U.N. specialized agencies. At the end of this course, students will be able to forecast the future global development and effect of globalization.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR2304 **ECTS:** 5

**Course Name:** Global Political Economy

**Course Description:** This course provides substantial introduction to major dynamics of global political economy which include political aspects of trade, investment, and global economic order. It also highlights relationships between power and economic relations among states.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR2305 **ECTS:** 5

**Course Name:** Research Methods in International Relations

**Course Description:** Students acquire methodological and analytical skills to design and carry out research projects in the field of International Relations. Course also expects students to successfully write a research report based on field research and data collection.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR3306 **ECTS:** 5

**Course Name:** International Security

**Course Description:** This course provides students with knowledge of major dynamics of international security. They will study major causes and consequences of conflict as well as on determinants of war and peace in international politics.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR3307 **ECTS:** 5

**Course Name:** Asia-Pacific in World Politics

**Course Description:** This course offers overview of role and importance of Asia Pacific in world affairs. It analyzes major economic, political, and security trends and debates in this important region of the world.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR3308 **ECTS:** 5

**Course Name:** Ethics in International Affairs

**Course Description:** This course provides overview of debates on the role of ethics in international affairs. It addresses questions like relevance of ethical considerations for international politics, how to reconcile moral considerations with national interests, or what are major ethical perspectives on foreign policy decision-making.

**Prerequisites:** none

\*\*\*

**Course Code:** IR3309 **ECTS:** 5

**Course Name:** Foreign Policy Analysis

**Course Description:** This course introduces to international and domestic determinants of foreign policy decision-making. It highlights influence of international system, geographical factors, political regimes, and non-state actors on foreign policy. Students are expected to acquire theoretical and analytical skills to understand foreign policy behavior of states.

**Prerequisites:** Theories of International Relations

\*\*\*

**Course Code:** IR3310 **ECTS:** 5

**Course Name:** Eurasian Economic Integration

**Course Description:** This course familiarizes students with phenomenon of Eurasian economic integration. It studies main sources, actors, institutions, and implementations of economic integration through emergence and evolution of Eurasian Economic Union. It will also cover role of Kazakhstan in developing Eurasian integration.

**Prerequisites:** Global Political Economy

\*\*\*

**Course Code:** IR3312 **ECTS:** 5

**Course Name:** International Criminal Court

**Course Description:** This course provides an introduction to phenomenon of international criminal law and International Criminal Court. It offers overview of history and scope of Rome Statute, major crimes which fall under the competence of ICC, case law of ICC, and major political and legal dilemmas associated with practice of ICC.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR3313 **ECTS:** 5

**Course Name:** International Development

**Course Description:** Students will familiarize with international development as a field and a phenomenon. Course covers topics like modernization and development theories, developing countries in world politics, official development assistance, or global governance for development.

**Prerequisites:** Global Political Economy

\*\*\*

**Course Code:** IR3314 **ECTS:** 5

**Course Name:** International Development

**Course Description:** This course introduces to major international and domestic determinants of Kazakhstan's and Central Asia's foreign policy. Students will implement their theoretical and analytical skills to analyze major foreign policy initiatives and models of Kazakhstan like multi-vector foreign policy, non-proliferation policy, Eurasian regional

integration, or international conflict resolution.

**Prerequisites:** Theories of International Relations

\*\*\*

**Course Code:** IR3315 **ECTS:** 5

**Course Name:** Central Asia in World Politics

**Course Description:** The goal of this course is to familiarize students with modern history and contemporary politics of Central Asia. It invites students to think of Central Asia as a distinct region in the world and how it is depicted in global discourse. It also covers topics like role of Central Asia in global energy markets, geopolitics of Central Asia, transition narrative around Central Asia, or Central Asian regionalism.

**Prerequisites:** none

\*\*\*

**Course Code:** IR3316 **ECTS:** 5

**Course Name:** China and Belt and Road Initiative

**Course Description:** This course focuses on the rise of China as world power and the role of Belt and Road Initiative in realization of Chinese ascent in world order. It studies major ideas of Chinese and global IR scholars on the role of China in world politics, scope and conceptual framework of BRI, and main instruments for its realization. Course will also cover place of Central Asia in BRI.

**Prerequisites:** none

\*\*\*

**Course Code:** IR4317 **ECTS:** 5

**Course Name:** Great Power Politics

**Course Description:** This course provides overview of the dynamics of great powers interactions, including the causes of conflict, origins of alliances, logic of coercion, sources of order, and definition of national interests.

**Prerequisites:** International Security

\*\*\*

**Course Code:** IR4318 **ECTS:** 5

**Course Name:** International Migration

**Course Description:** The course equips students with conceptual and analytical skills to understand international migration. It offers understanding of causes and waves of international migration, economic and political effects of migration on origin and host countries, major international standards regulating international migration, and principles of good governance of migration.

**Prerequisites:** Introduction to International Relations

\*\*\*

**Course Code:** IR4319 **ECTS:** 5

**Course Name:** Negotiations and Public Diplomacy

**Course Description:** The course provides an introduction into public diplomacy. It deals with the practice of public diplomacy and negotiations. The course provides a discussion of global issues and current world problems, such as peace and security, climate change and international trade and role of public diplomacy in its solution. It discusses the increased role of Public Diplomacy and Negotiations in International Relations.

**Prerequisites:** Foreign Policy Analysis

\*\*\*

**Course Code:** IR4320 **ECTS:** 5

**Course Name:** International Protection of Human Rights

**Course Description:** This course provides students with an in-depth understanding of human rights as a central value in contemporary world order, main categories of human rights, major international and regional human rights protection systems, and contemporary challenges to human rights.

**Prerequisites:** Globalization and International Organizations

\*\*\*

**IT**

**Course Code:** IT2301 **ECTS:** 5

**Course Name:** Introduction to Programming

**Course Description:** This course covers the basics of programming based on the Python programming language. Students will get familiar with concepts and learn about applications of Python in real world. Students will learn syntax, type and data structures, how to apply object-oriented and function-oriented programming. The course is designed for students who previously had no programming experience, and does not imply any special knowledge of computer science. After successful completion of the course, students will be able to use the experience gained to develop projects of varying complexity.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT2202, IT3202 **ECTS:** 5

**Course Name:** Data Analysis-I

**Course Description:** This course will provide students with hands-on experience and skills with a spreadsheet. Students will learn the terminology and concepts of spreadsheets, various functions and teams, as well as methods for planning and organizing spreadsheets for ordinary business applications. The course takes students from basic operations, such as entering data into a spreadsheet from different sources, working with various data formats, manipulating and sharing data, to some of the more advanced features offered by modern spreadsheet processors, such as data analysis, pivot tables and pivot charts. Altogether, the functionality of Spreadsheets is presented using easy-to-understand examples that are demonstrated in such a way that students can feel comfortable in understanding and using them.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT2303 **ECTS:** 5

**Course Name:** Web Development I

**Course Description:** This course is designed to start you on a path toward future studies in web development, no matter how little experience or technical knowledge you currently have. By the end of this course you'll be able to describe the structure and functionality of the world wide web, create dynamic web pages using a combination of HTML, CSS, and JavaScript, apply essential programming language concepts when creating HTML forms, select an appropriate web hosting service, and publish your webpages for the world to see. Finally, you'll be able to develop a working model for creating your own personal or business websites in the future and be fully prepared to take the next step in a more advanced web development course.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT3304 **ECTS:** 5

**Course Name:** Algorithms and Data Structures

**Course Description:** The course provides an overview of the algorithms and data structures used in everyday applications. The aim of the course is to provide a solid experience with algorithms in preparation for work in the industry and/or for more advanced IT courses. We will discuss the tradeoffs associated with choosing different algorithms and data structures between different implementations of these abstractions in solving various problems. To do this, we will consider topics such as data structures, algorithms, principles of building algorithms, general design paradigms, solution methods, programming, debugging, and implementation of programs using the python programming language.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT3305 **ECTS:** 5

**Course Name:** Mobile Development I

**Course Description:** Mobile devices have already had a tremendous impact on our culture and its social dynamics. Mobile devices are changing the way of living and communicating. So this course examines the principles of mobile application design and development. Students will learn application development on the Android platform. Topics will include memory management; user interface design; user interface building; input methods; data handling; network techniques and URL loading; and, finally, specifics such as GPS and motion sensing. Students are expected to work on small projects during this course.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT3306 **ECTS:** 5

**Course Name:** Information Security

**Course Description:** Information security is the state of preservation of information resources and the protection of the legal rights of an individual and society in the information sphere. In this course, students will learn concepts used in the world of information security, to identify potential risks, vulnerabilities and impacts types, and methodologies, tools and constantly evolving strategies to confront digital threats. Skills that will be learned: Information Security, IT Knowledge, Critical Thinking, etc.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT3307 **ECTS:** 5

**Course Name:** Web Development II

**Course Description:** This course provides you strong foundation on Express, NodeJS frameworks, driven by hands-on experience and exposure to develop responsive web application using MVC design pattern. During the course you should be able to build strong background about Express, Node.js architecture, usage of services and applying its concepts to develop web application supported by backend web servers. Subsequently students will learn about MongoDB which is a No-SQL database created for cloud-scale applications.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT3308 **ECTS:** 5

**Course Name:** Databases

**Course Description:** A database is an organized collection of data, generally stored and accessed electronically from a computer system. In this course, students will learn approaches of data organization, types, purposes and classifications of databases, and how to use software system that enables to define, create, maintain and control access to the database. Programming languages that are going to be taught: SQL and NoSQL

**Prerequisites:** Data Analysis -I

\*\*\*

**Course Code:** IT3310 **ECTS:** 5

**Course Name:** Mobile Development II

**Course Description:** A database is an organized collection of data, generally stored and accessed electronically from a computer system. In this course, students will learn approaches of data organization, types, purposes and classifications of databases, and how to use software system that enables to define, create, maintain and control access to the database. Programming languages that are going to be taught: SQL and NoSQL

**Prerequisites:** Mobile Development I

\*\*\*

**Course Code:** IT3311 **ECTS:** 5

**Course Name:** Data Analysis II

**Course Description:** A database is an organized collection of data, generally stored and accessed electronically from a computer system. In this course, students will learn approaches of data organization, types, purposes and classifications of databases, and how to use software system that enables to define, create, maintain and control access to the database. Programming languages that are going to be taught: SQL and NoSQL

**Prerequisites:** Data Analysis -I

\*\*\*

**Course Code:** IT4312 **ECTS:** 5

**Course Name:** Capstone Project

**Course Description:** A database is an organized collection of data, generally stored and accessed electronically from a computer system. In this course, students will learn approaches of data organization, types, purposes and classifications of databases, and how to use software system that enables to define, create, maintain and control access to the database. Programming languages that are going to be taught: SQL and NoSQL

**Prerequisites:** Data Analysis II

\*\*\*

**Course Code:** IT4314 **ECTS:** 5

**Course Name:** Networks and Security

**Course Description:** The course is designed to introduce students unfamiliar to issues and organization of networks, applications and their security. Core networking and security topics are to be covered in this course where little to no knowledge of networking is expected. The lectures are designed to have more practical experience than regularly in other educational institutions, although the course itself is rich with essential theoretical knowledge.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT4315 **ECTS:** 5

**Course Name:** Basics of IT Law

**Course Description:** The IT Law is also complicated mix of the different legal areas, such as, law of intellectual property rights, database law, cryptocurrency law, personal data protection, etc. The IT Law is a set of legislative norms regulating the relationship of the society towards the IT products and their application. In this course the students shall observe main areas of the IT Law and study Legal Drafting principles.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT4313 **ECTS:** 5

**Course Name:** Graphic Design

**Course Description:** This course is designed to gain knowledge in graphic design field and understand the process of visual communication and problem- solving using iconography, typography, photography and illustration. By the end of this course, you will be able to how to represent ideas and messages in the combination of symbols, images, and text. Moreover, you will be familiar with all types of graphic design that are used in modern industry: visual identity; marketing and advertising; publication; packaging; motion, environmental; art and illustration; user experience and user interface design.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT4316 **ECTS:** 5

**Course Name:** Software Development

**Course Description:** Software development is the process of conceiving, specifying, designing, programming, documenting, testing, and bug fixing involved in creating and maintaining applications, frameworks, or other software components. In this course, student will learn the process design and work on several projects by writing software specifications and documentation, creating processes of developing, testing, and maintaining the software components.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT4317 **ECTS:** 5

**Course Name:** Probability & Statistics II

**Course Description:** This course covers the topics, which are studied in Statistics in depth. Additionally covering the following topics: the theory and application of point estimation, confidence intervals and hypothesis testing (based on one, two and more than two samples) and Analysis of Variance (ANOVA). The focus will be more on statistical methods that can be applied in many computer science fields.

**Prerequisites:** Statistics

\*\*\*

**Course Code:** IT4318 **ECTS:** 5

**Course Name:** Game Development

**Course Description:** With the advancement in technology, gaming has come a long way and development of gaming product has become one of the most soughtafter profession. This course will start you down the path of making games. In this course, students will learn C# from scratch, design of classic and newer games, 2D &3D computer graphics, animation, sound, and collision detection and use frameworks like Unity. At the end of the program, you will implement your acquired skills on the capstone project from developing the initial idea to implementation, so can be used to enhance your resume.

**Prerequisites:** ICT

\*\*\*

**Course Code:** IT4319 **ECTS:** 5

**Course Name:** Data Visualizations

**Course Description:** This course will teach techniques and methods for creating effective visual elements of the gathered data based on principles from graphic design, perceptual psychology, and cognitive science. Students will learn how to select and apply visual elements correctly and effectively, design and plot interactive visual elements, and analyze the data according to the given visual elements.

**Prerequisites:** Data Analysis - 1

\*\*\*

## MANAGEMENT

**Course Code:** MGT2201 **ECTS:** 5

**Course Name:** Principles of Management

**Course Description:** The course introduces the fundamental topics of management. It provides students with an understanding of what is the role of manager in organization, broad overview of the subject of management and covers basic theoretical concepts. The content of the course includes: essence and evolution of the management as a science; basic theoretical concept of management; organizations and their strategies; internal and external environment; organizational structure and culture; information and communications; decision-making; functions and methods of management; motivation; teamwork; leadership; control, etc.

**Prerequisites:** Introduction to Economics

\*\*\*

**Course Code:** MGT2202, MGT2202 **ECTS:** 5

**Course Name:** Entrepreneurship

**Course Description:** The course is required and does not have prerequisites. The aim of the course is to engage students in entrepreneurial activities through delivering a structured set of topics focused on developing business skills and technics. The course will present all aspects of launching a business: starting with the development of business idea and finishing with calculation of the cost of attracting customers. Through the use of up to date case studies students will discuss success stories and challenges of domestic and foreign start-up projects.

**Prerequisites:** none

\*\*\*

**Course Code:** MGT2203 **ECTS:** 5

**Course Name:** Operations Management

**Course Description:** This introductory course introduces basic concepts and techniques of design, planning, and control in a field of manufacturing and service operations. It covers main topics of operations management such as resources allocation, product design, aggregate planning and capacity, basics of inventory management and control, operations scheduling, purchase management and material management.

**Prerequisites:** Principles of Management

\*\*\*

**Course Code:** MGT2204 **ECTS:** 5

**Course Name:** Human Resource Management (HRM)

**Course Description:** This basic course of HRM explains how to build an effective system of managing people within organization. It considers HRM as an element of company's mission and strategy, stresses the staff as the most important resource requiring development and investment. In line with this concept, we will discuss formation of human resources policy, strategic approach to the human resource management. The course explores traditional functions of human resource management: personnel planning, recruitment and placement, wages and incentives. The purpose of the course is to familiarize students with modern methods of HRM, and develop their skills on planning the staff, recruiting, hiring, and evaluating.

**Prerequisites:** Principles of Management

\*\*\*

**Course Code:** MGT4305 **ECTS:** 5

**Course Name:** Project Management

**Course Description:** This course will introduce and overview the major topics in Project Management. Included are main stages of project management, their planning and sequence, evaluation of required resources, project organizing and monitoring, introducing changes, project commissioning. Having completed this course, students will clearly understand the difference between project management of business processes management; comprehend content of the project management and its tools; understand interests of various stakeholders and their impact on the effectiveness of the project; determine project's limitation.

**Prerequisites:** Operations Management

\*\*\*

**Course Code:** MGT3306, MGT4306 **ECTS:** 5

**Course Name:** Strategic Management

**Course Description:** The course is based on the principles of: study of strategic management as an enterprise management system and scientific approaches; practical applicability of all the elements and methods of strategic management as a competitive advantage; cases and additional tasks to be performed by using information from the practice of domestic companies. Course materials will allow students to form a comprehensive picture of the main point and purpose of strategic management and develop skills in the use of management tools, plans of the company, analysis of the effectiveness of their practical application. As a part of the practical training and self-study, students will carry out individual and team assignments.

**Prerequisites:** Operations Management, Corporate Finance

\*\*\*

**Course Code:** MGT4307 **ECTS:** 5

**Course Name:** Corporate Governance

**Course Description:** This is an introductory course that explores the relationship between corporate governance and the economic, social, and political impact of corporations. The course outline includes: the roles of directors, boards, committee structures, regulatory and legal constraints, accountability and reporting; risk; corporate and professional ethics.

**Prerequisites:** Principles of Management

\*\*\*

**Course Code:** MGT4308 **ECTS:** 5

**Course Name:** Principles of Leadership

**Course Description:** The course is aimed to target highly mature and motivated students who plan to pursue managerial career in organizations of both private and government sectors. The course is modelled as an integrated framework that consists of the best leadership practices presentations and lectures. The students will also be exposed to learning first-hand experience of great leaders from industry, government and wide range of social sector enterprises.

**Prerequisites:** Principles of Management

\*\*\*

**Course Code:** MGT SCM3301 **ECTS:** 5

**Course Name:** Supply Chain Management

**Course Description:** The course will address managing and improving the supply chain processes and performance. It is based on an integrated understanding of the process of supply chain management, including supply, production and operations, logistics, sales, after-sales service. It provides further insight into the application of the basic managerial courses. The course covers the following topics: managing demand; sales and operations planning; supply chain management; production management and operations; logistics; sales management.

**Prerequisites:** Operations Management

\*\*\*

**Course Code:** MGT SCM3302 **ECTS:** 5

**Course Name:** Procurement & Inventory Management

**Course Description:** The module will help to understand organizational concepts and their links to further areas of the logistics system. It will also help to set requirements help to understand procurement and inventory management strategies, processes and for supplier selection process, define the right structure of the supply network and inventory control system and to acquire persuasive and principled negotiation skills.

**Prerequisites:** Operations Management

\*\*\*

**Course Code:** MGT SCM3303 **ECTS:** 5

**Course Name:** Transport Techniques & Management

**Course Description:** The module aims to give participants an understanding of the basic techniques used in transportation. All major techniques in the fields of road-traffic, air-traffic, railroad and navy are discussed. Transport chains using freight-villages, intermodal transports, combined transport etc. are described as well.

**Prerequisites:** Operations Management

\*\*\*

**Course Code:** MGT SCM3304 **ECTS:** 5

**Course Name:** Storage & Warehousing Techniques

**Course Description:** This module provides an overview of various in-house transporting and storage systems and indicates preferred areas of usage. Special emphasis is placed onto the design of order picking systems for their role as cost and performance relevant factors of warehouse operation.

**Prerequisites:** Operations Management

\*\*\*

**Course Code:** MGT SCM3305 **ECTS:** 5

**Course Name:** Principles of Industrial Analysis

**Course Description:** This course can be considered as a further deepening of the course Operations Management in an applied nature. Students will get deeper insights about the system of work of enterprises, key macroeconomic indicators affecting industries, and the role of government and international institutions. The course content consists of real industry cases, and existing hand on problems with up to date innovative approaches to solve them.

**Prerequisites:** Operations Management

\*\*\*

**Course Code:** MGT SCM3306 **ECTS:** 5

**Course Name:** Logistics and International Trade

**Course Description:** The growing internationalization of companies has transformed logistics and foreign trade positions in the most wanted ones. Most of Kazakhstan's enterprises are directly dependent on the import supply of raw materials and components and export demand. The course offers practical training in logistics, transportation and foreign trade management through a comprehensive vision of international trade, logistics and management. Case reports and analyses are used to provide integrative understanding of international logistics operations and process designs. Understanding contemporary issues and challenges to international trade logistics is an important emphasis of the course. The course outlines clearly how imports and exports may be handled in a practical way.

**Prerequisites:** Operations Management

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**Course Code:** MGT HR3301 **ECTS:** 5

**Course Name:** Compensation and Performance Management

**Course Description:** This course will provide future managers with knowledge of systems design, different approaches in handling competent workforce and achieving corporate efficiency. The course will cover compensation systems evaluation, diagnostics of compensational problems and development of appropriate solutions. The course covers such themes as performance evaluation, salary benchmarking, motivation, compensation, benefits and compensational strategy. This course is introducing to the concept of the Performance Management and explaining practical implications of PM theory. Course brings an understanding that performance management is a broader concept than performance appraisal and involves a number of people management activities. During the course, students will have an opportunity to appreciate the wide range of performance appraisal schemes within organizations.

**Prerequisites:** HRM

\*\*\*

**Course Code:** MGT HR3302 **ECTS:** 5

**Course Name:** Labour Law

**Course Description:** The course aims to acquaint the student with the basic provisions of the science of labour law, the terminology used in this branch of law. Legal regulation of labour caused by the objective conditions of life of society. It is that part of the legal regulation of economic aspects of social life, in which hired labour finds its use. The course is intended to prepare legal professionals that require a deep theoretical knowledge and practical skills.

**Prerequisites:** HRM

\*\*\*

**Course Code:** MGT HR3303 **ECTS:** 5

**Course Name:** Conflict and Stress Management

**Course Description:** The aim of this course is to provide students with systematic introduction of concepts, theories

and develop practical skills to prevent and manage everyday workplace (and personal) conflict. Students will develop conceptual understanding of the psychological and behavioral dynamics of interpersonal, intergroup, and systemic conflict in an organizational context. The course covers conflict management as a first party (one who is personally involved in a dispute) and as a third party (one who mediates conflict between others). Also, it explains what stress is, its various causes, and its effects. Students will learn stress reducing cognitive techniques, emotion regulation and relaxation techniques.

**Prerequisites:** HRM

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**Course Code:** MGT HR3304 **ECTS:** 5

**Course Name:** Organizational Psychology

**Course Description:** Organizational psychology is a discipline that studies people's work-related behaviour and applies psychological theories and principles to organizations and individuals in their workplaces, as well as to the working life of the individual as a whole. With the development of industry and business, the importance of this area has increased in recent decades. The use of psychological methods has been shown to increase productivity, profit, overall job satisfaction by improving the motivation, occupational safety and health and paying more attention on health and well-being of the employees.

**Prerequisites:** HRM

\*\*\*

**Course Code:** MGT HR3305 **ECTS:** 5

**Course Name:** Organizational Analysis

**Course Description:** This course will learn multiple theories of organizational behavior and apply them to actual cases of organizational change. In this course will use organizational theories to systematically analyze how an organization operates and can best be managed. In sum, the course has three goals: to become familiar with a series of real-world organizational phenomena; to learn different theoretical perspectives that can elucidate these phenomena; and to apply these different ways of "seeing" and managing organizations to cases. In such a fashion, the course is designed to actively bridge theory and practice, exposing students to a variety of conceptual tools and ways to negotiate novel situations.

**Prerequisites:** HRM

\*\*\*

**Course Code:** MGT MKT3303 **ECTS:** 5

**Course Name:** Integrated Marketing Communications

**Course Description:** This course examines the strategies involved in planning and managing communication in professional contexts and the ways these strategies are informed by the integration of information provided by other key areas.

**Prerequisites:** Principles of Marketing

\*\*\*

**Course Code:** MGT HR3306 **ECTS:** 5

**Course Name:** Equality, Diversity and Inclusion

**Course Description:** This course is an introduction to diversity and inclusion concepts, the legal aspects and status quo of discrimination practices in the workplace, and the importance of diversity and inclusion practices for societies and employers.

**Prerequisites:** HRM

\*\*\*

**Course Code:** MGT MKT2201, MGT MKT3201 **ECTS:** 5

**Course Name:** Principles of Marketing

**Course Description:** The course aims to learn theoretical foundations and acquire categories, concepts, as well as practical skills of using the principles of marketing at a company level. Completion of this course will enable students to understand basic categories: competition, product, price, demand, supply, suppliers, intermediaries, market research; to use marketing research tools and techniques at a basic level; to develop a marketing plan for a particular product or company.

**Prerequisites:** Introduction to Economics

\*\*\*

**Course Code:** MGT MKT3302 **ECTS:** 5

**Course Name:** Digital Marketing

**Course Description:** This course examines fast growing and rapidly changing field of digital marketing. Students will be provided with a foundation and key concepts, understanding of online marketing strategies, various instruments of online marketing. The course will address such topics as user generated content, SEO, social networks, mobile and web analytics, geo, and mobile marketing.

**Prerequisites:** Principles of Marketing

\*\*\*

**Course Code:** MGT MKT3304 **ECTS:** 5

**Course Name:** Consumer Behaviour

**Course Description:** The purpose of the course is to examine different consumer decision models and its influence on marketing decisions of the business. Areas of the study include consumer learning, motivation, and attitude. The main aim is to use theoretical knowledge in order to predict how changes in consumer behaviour may affect marketing activities.

**Prerequisites:** Principles of Marketing

\*\*\*

**Course Code:** MGT MKT3305 **ECTS:** 5

**Course Name:** Brand Management

**Course Description:** The most valuable asset of almost any company today is its brand associated with products and services produced. Strong brand can influence the purchasing decisions by providing the possibility for differentiation. Effective brand management is crucial for maintaining long-term profitability. This course is designed to develop students' understanding of the importance of the brand, obtaining the knowledge and skills of the process of the brand designing, assessing, and managing. Topics include: consideration of the brand from the customer's point of view; the process of the brand designing and assessment; the brand portfolio management; and the brand management in the long-run.

**Prerequisites:** Principles of Marketing

\*\*\*

**Course Code:** MGT MKT3306 **ECTS:** 5

**Course Name:** Advertising Strategy and Promotion

**Course Description:** Course explains the nature and importance of advertising strategy for the company. Students will learn various aspects of communication strategy, advantages and disadvantages of different advertising vehicles. Students will examine how to reach target audience with use of consumer-targeting techniques.

**Prerequisites:** Principles of Marketing

\*\*\*

**Course Code:** MGT MKT3307 **ECTS:** 5

**Course Name:** Strategic Marketing

**Course Description:** The aim of the course is to provide a critical appreciation of the challenges that appear in the global marketplace. Students should examine demographical, socio-cultural, and economic factors and how they influence marketing efforts of the company. Students should also address different marketing strategies and tactics that help companies to operate in the global environment.

**Prerequisites:** Principles of Marketing

\*\*\*

**Course Code:** MGT MKT3308 **ECTS:** 5

**Course Name:** Public Relations

**Course Description:** This course introduces students to the basics of communication theory, mass media, reputation management, principles of media relations, government relations, internal and external corporate communications. Students will acquire the key competences in the field of communication architecture of the organization, the implementation of operational planning and operational control over the activities of public relations, carrying out measures to improve the organization's image, promote products and services on the market, the development of effective internal communications - creating a favourable psychological climate in the team, motivating employees, planning, preparation and carrying out communication campaigns and activities in accordance with the goals and objectives of the organization on the basis of research results.

**Prerequisites:** none

\*\*\*

**Course Code:** MGT ENT3301 **ECTS:** 5

**Course Name:** Innovation Management

**Course Description:** The course aims to familiarize future specialists with a specific of operating in innovative sphere and includes such issues as subject and goals of innovative industries, production efficiency, economic evaluation of new techniques, production planning and sales planning, fixed and floating assets in innovative sphere, ways to reduce R&D cost, profit and profitability and others. Upon completion of this course, students should be able to: know a nature and role of business innovation in the national economy; know the principles, categories, elements and subjects of innovative sphere; be able to determine the effectiveness of a government policy in the development in the innovative system; be able to assess innovation infrastructure.

**Prerequisites:** Principles of Management

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**Course Code:** MGT ENT3302 **ECTS:** 5

**Course Name:** Design Thinking

**Course Description:** This course provides a series of immersive experiences in innovation and design thinking and blurs the boundaries among technology, business, and human values. It is a unique forum for learning that prepares participants for real world innovation. Students will collaborate with other students and faculty from all areas of the university on projects that require the combination of their points of view.

**Prerequisites:** Entrepreneurship

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**Course Code:** MGT ENT3303 **ECTS:** 5

**Course Name:** Product Management

**Course Description:** The objective of the course is to introduce the new product planning concepts and techniques. Students will know about the aspects of the new product development such as idea generation, concept evaluation, product design, test marketing, market segmentation, product positioning.

**Prerequisites:** Entrepreneurship

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**Course Code:** MGT ENT3304 **ECTS:** 5

**Course Name:** Business Modeling

**Course Description:** The aim of this course is to concentrate on the business model design and how to use it to increase value of the organization. Students will learn how business models can be strengthened through the understanding of the market drivers, how to manage company resources and competitive advantage, how to perform monetization and cost structure analysis. Students will understand how to coordinate different approaches to build and sustain successful business models.

**Prerequisites:** Entrepreneurship

\*\*\*

**Course Code:** MGT ENT3305 **ECTS:** 5

**Course Name:** Global Entrepreneurship

**Course Description:** As entrepreneurship is about people who discover, evaluate, and exploit opportunities to create something new, Entrepreneurship course will cover these two parts of entrepreneurship. In the first part, we will deal with the management and organisation aspects of entrepreneurship. We will discuss opportunity recognition and creativity, goal setting, personal and motivational factors, leadership, negotiation, and forming and working in entrepreneurial teams. The second part of the module will deal with the identification and development of a business idea from a strategic point of view. In this part, we will focus on the development of a business concept and analysis of aspects that relate to the feasibility and profitability of the business idea.

**Prerequisites:** Entrepreneurship

\*\*\*

**Course Code:** MGT ENT3306 **ECTS:** 5

**Course Name:** Technopreneurship

**Course Description:** The course is about people who discover, evaluate, and exploit opportunities to create something new, the course will cover these two parts of entrepreneurship. In the first part, we will deal with the management and organisation aspects of entrepreneurship. We will discuss opportunity recognition and creativity, goal setting, personal and motivational factors, leadership, negotiation, and forming and working in technopreneurial teams. The second part of the module will deal with the identification and development of a business idea from a strategic point of view based on technology. In this part, we will focus on the development of a business concept and analysis of aspects that relate to the feasibility and profitability of the business idea.

**Prerequisites:** Global Entrepreneurship

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**Course Code:** MGT3209, MGT 3309, MGT 4209, MGT 4309 **ECTS:** 5

**Course Name:** Selected Topics in Management

**Course Description:** These courses will cover specific topics related to industries, instructors' expertise and students'

field of interest and may serve as a basis in considering a transfer of the courses from other universities.

**Prerequisites:** Principles of Management

\*\*\*

### RESEARCH METHODS

**Course Code:** RES2201, RES3201 **ECTS:** 5

**Course Name:** Academic Writing

**Course Description:** The course is designed to provide students with an introduction to academic writing skills that will be necessary for university study and a career in development. The main emphasis is on improving students' confidence and competence in using English in these contexts. The course involves helping students build proficiency and confidence as a writer of Academic English, to improve reading, critical reasoning, and research skills. Throughout the course, learners are exposed to up-to-date, stimulating topics to get them talking and exchanging opinions, and to improve both accuracy and fluency of speech. Students will learn how to write academic essays, read academic texts and give presentations on the given topic. According to the course plan, there are various tasks, which will allow students to develop critical thinking, practice to plan and organize essays, and avoid plagiarism.

**Prerequisites:** Cambridge English -2

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**Course Code:** RES2202, RES3202 **ECTS:** 5

**Course Name:** Introduction to Research Methods

**Course Description:** The purpose of this course is to provide an overview of research design. This overview consists of understanding the preliminary considerations that go into selecting a qualitative, quantitative, or mixed methods research design. These include knowing the definition for these different approaches, considering philosophical worldviews, reviewing the literature, understanding the use of theory, anticipating ethical issues, and developing writing strategies. We will discuss the process of research as it relates to each approach. This process includes writing an introduction, specifying a purpose statement, and developing research questions and/or hypotheses. This course will also discuss the methods and procedures for quantitative, qualitative, and mixed methods studies.

**Prerequisites:** Academic Writing

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### PUBLIC RELATIONS

**Course Code:** PR3301 **ECTS:** 5

**Course Name:** Crisis Communications

**Course Description:** This course will discuss what constitutes and causes organizational crises, how to avoid crises, what to do when a crisis hits, and how to learn from past crises and prevent future problems. By the conclusion of the course, students should have developed a deeper understanding of the range of crises facing organizations, an enhanced appreciation of communication tactics that can be brought to bear in such situations and a greater familiarity with the historical antecedents of current crises.

**Prerequisites:** Public Relations

### MASTER'S COURSES

**Course Code:** MGT5201 **ECTS:** 10

**Course Name:** Global Leadership and Organizational Development

**Course Description:** This module focuses on organizational development through studying fundamental leadership skills such as self-awareness, strategic thinking, creating a motivating environment, empowerment and delegation,

managing change, and team processing in modern organizations. The concepts of leadership and motivation are explored focusing on the behavior of people in various organizational contexts. A key objective is to help students understand their current leadership styles and potential, and broadening their global leadership capability. The module will also explore the emergence of corporate ethics in the business environment, its impact on the role of the leader and how it can be applied in Central Asia. The module examines management and leadership tasks associated with the effective design of an organization to achieve strategic objectives. Emphasis is placed on creating alignment among people, culture, structure and reward systems of an organization to assure high performance. The module considers international best practices in management and HR techniques and compares with practices prevalent in Kazakhstan today.

**Prerequisites:** none

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**Course Code:** RSM5201 **ECTS:** 5

**Course Name:** Research Methods 1

**Course Description:** The purpose of this course is to provide an overview of research design. This overview consists of understanding the preliminary considerations that go into selecting a qualitative, quantitative, or mixed methods research design. These include knowing the definition for these different approaches, considering philosophical worldviews, reviewing the literature, understanding the use of theory, anticipating ethical issues, and developing writing strategies. We will discuss the process of research as it relates to each approach. This process includes writing an introduction, specifying a purpose statement, and developing research questions and/or hypotheses.

**Prerequisites:** none

\*\*\*

**Course Code:** ECN5201 **ECTS:** 5

**Course Name:** Econometrics

**Course Description:** The course starts with the regression methods for analysing data in economics and typical issues arising with the OLS: multicollinearity, heteroscedasticity, autocorrelation, and model specification. Further, it covers the basics of the various econometric techniques allowing to deal with cross-section, time series, and panel data, and provides practical skills to model data with the statistical software. This course will emphasize both the theoretical and practical aspects of econometric analysis.

**Prerequisites:** Statistics, Mathematics-2

\*\*\*

**Course Code:** ECN5308 **ECTS:** 5

**Course Name:** Advanced Econometrics

**Course Description:** This course is further inquiry into Econometrics with a particular focus on applied research in Economics. It will cover main topics in both applied micro- and macro- econometrics at a basic level: (1) OLS, maximum likelihood, limited dependent variables, and panel data models;(2) trends and seasonality, stationary, nonstationary and weakly dependent time-series, serial correlation, AR, ARCH, MA and ARMA processes and forecasting. The course will include labs where the students will polish their modelling skills.

**Prerequisites:** Econometrics

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**Course Code:** ECN5309 **ECTS:** 5

**Course Name:** Microeconomics - II

**Course Description:** This is an intermediate level extension of Microeconomics-I, but at greater depth and with a greater reliance on graphical and mathematical analysis. The course will include the following topics: technology; profit maximization; cost minimization; duality; utility maximization and choice under uncertainty; competitive markets and game theory; time; assets markets; public goods; information; microeconometrics and optimization models.

**Prerequisites:** Microeconomics-I

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**Course Code:** ECN5302 **ECTS:** 5

**Course Name:** Macroeconomics – II

**Course Description:** This course seeks to provide students with deeper knowledge and understanding the core macroeconomic models, and ability to use them in application to the real- world macroeconomic analysis. It will cover the following topics: classical theory and economy in the long-run; monetary theories and inflation; labour market and unemployment; Keynesian theory and economy in the short-run; IS-LM model; the open economy and Mundell-Fleming model; AD-AS dynamic model; economic growth models.

**Prerequisites:** Macroeconomics-I

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**Course Code:** ECN5303 **ECTS:** 5

**Course Name:** Applied Economics

**Course Description:** The course focuses on developing quantitative skills required to perform empirical analysis of the microeconomic and the macroeconomic problems. Within this course students will learn to apply theoretical knowledge of Microeconomics for business and policy analysis and Macroeconomics for the government policy analysis with the use of international and national case-studies.

**Prerequisites:** Microeconomics, Macroeconomics, Econometrics

\*\*\*

**Course Code:** ECN5304 **ECTS:** 5

**Course Name:** Optimization Theory in Economic Analysis

**Course Description:** Optimization theory with its rigorous methodology provides a unifying framework for studying problems in Micro- and Macroeconomics, such as rational decision- making, optimal design, and economic efficiency. This course will start with a recap of calculus and linear algebra and then will offer a range of topics that will equip students with an understanding of the core concepts of optimization: Lagrange multipliers, comparative statics analysis, conditions for optimality, convex and linear programming, data envelopment analysis and other methods.

**Prerequisites:** Mathematics- I, Mathematics-II

\*\*\*

**Course Code:** ECN5205 **ECTS:** 5

**Course Name:** International Economics

**Course Description:** This course offers an overview of various aspects of global economy. It investigates the phenomenon of globalization and seeks to provide understanding of today's increasingly interdependent world.

Since no longer is any nation's economy insulated from developments that take place in other economies, understanding the on-going developments abroad and their impact on the domestic economy is therefore an important aspect of modern economics.

**Prerequisites:** Microeconomics - I, Macroeconomics - I

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**Course Code:** ECN5206 **ECTS:** 5

**Course Name:** Labour Economics

**Course Description:** This course is aimed at developing students' understanding of the principles and methods used in labour economics related issues: labour demand and supply, wage formation and discrimination, unemployment, human capital, unionization, etc. These highly relevant contemporary topics will be considered in a light of their practical aspects and real-world applications with a use of classical and modern research in Labour Economics.

**Prerequisites:** Microeconomics - I, Macroeconomics – I

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**Course Code:** CGL5201 **ECTS:** 5

**Course Name:** Corporate Governance

**Course Description:** The aim of this module is to provide advanced knowledge and key skills necessary for the company secretary or governance professional to act as chief adviser to the board and other stakeholders on best practice in corporate governance, and as the facilitator for systematic application across a wide range of organisations.

**Prerequisites:** none

\*\*\*

**Course Code:** CGL5201 **ECTS:** 5

**Course Name:** Corporate Governance

**Course Description:** The aim of this module is to provide advanced knowledge and key skills necessary for the company secretary or governance professional to act as chief adviser to the board and other stakeholders on best practice in corporate governance, and as the facilitator for systematic application across a wide range of organisations.

**Prerequisites:** none

\*\*\*

**Course Code:** ECN5307 **ECTS:** 5

**Course Name:** Cases in Economics

**Course Description:** The objective of this course is to provide a deeper understanding of economic categories, laws and relations by examining and analysing specific cases. Cases include both a variety of economic problems (in mathematical and graphical interpretation), and particular empirical research which help to visualize how the economic theory works in practice. The completion of the course will allow students to consolidate the theoretical knowledge gained within the courses of micro- and macroeconomics, to acquire applied analytical and modelling skills, and skills of economic and statistical assessment of the models.

**Prerequisites:** Microeconomics-II, Macroeconomics-II, Advanced Econometrics

\*\*\*

**Course Code:** FIN5311 **ECTS:** 5

**Course Name:** Valuation

**Course Description:** This course focuses on the basic concepts and technique of valuation (Discounted cash flow / DCF, Multiples / Multiples, etc.). The goal is to «equip» students with valuation's tools that can be used in practice. Also as part of the learning is connecting corporate strategy with value creation strategy (the principles of added value, the key value drivers, barriers to entry and competitive advantages).

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5301 **ECTS:** 5

**Course Name:** Advanced Topics in Finance (Financial Modeling)

**Course Description:** This course integrates key concepts of accounting and corporate finance, math for finance related to financial modelling in Excel for business valuation, M&A transactions and other purposes and get hands-on practice, and confidence. The course will reconcile with some concepts of CFA Level I, II (Corporate Finance, Equity, FRA).

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5302 **ECTS:** 5

**Course Name:** Bloomberg Market Concepts

**Course Description:** Bloomberg Market Concepts (BMC) is an 8-hour self-paced e-learning course consisting of 4 modules – Economics, Currencies, Fixed Income and Equities. The Bloomberg terminal is one of the most widely used data retrieval and analytical tools in trading rooms worldwide. Familiarity with this software is mandatory within the financial services industry, for entry-level staff all the way up to senior managers. This course is designed for students who need a basic introduction to the vast array of functions in order to become more familiar with a higher level of functionality and complexity.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5303 **ECTS:** 5

**Course Name:** Corporate Finance

**Course Description:** This course reviews some concepts of Principles of Finance and deepens theoretical structure for understanding and analysis of the main financial issues in a corporate context. It considers a variety of tools and techniques used for financial decision-making (related to agency problems, corporate governance, possible mergers and acquisitions, dividend and investments policies). The course covers basic models of the capital evaluation, including the financial and real assets, capital structure (debt, equity instruments and their assessment), capital budgeting and their impact on a company's value, time value notions, interest rates and analysis of financial statements. This course includes concepts from the field of financial mathematics, asset valuation (pricing), accounting and financial reporting, principles of financing and capital budgeting, which are used for maximization of shareholder's value.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5305 **ECTS:** 5

**Course Name:** Risk Management

**Course Description:** The aim of this module is for students to develop their knowledge of finance and accounting and the ability to use that knowledge to interpret financial and accounting information in order to provide advice to the board, or a similar decision-making body, in strategy development and/or decision-making.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5306 **ECTS:** 5

**Course Name:** Credit Risk Management

**Course Description:** The broad areas of knowledge covered in readings related to credit risk measurement and management include the following: Credit analysis, Default risk: Quantitative methodologies, Expected and unexpected loss, Credit VaR, Counterparty risk, Credit derivatives, Structured finance and securitization.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5307 **ECTS:** 5

**Course Name:** Operational Risk Management

**Course Description:** The broad areas of knowledge covered in readings related to operational and integrated risk management include the following: Principles for sound operational risk management, IT infrastructure and data quality, Internal and external operational loss data, Methods of determining operational risk capital for regulatory purposes, Model risk and model validation, Extreme value theory (EVT), Risk-adjusted return on capital (RAROC), Economic capital frameworks and capital planning, Liquidity risk measurement and management applications. The course covers topics such as business combinations, financial instruments evaluation, investments in associates, investment property, leasing, asset impairment, changes in exchange rates, income taxes, consolidation accounting. This course prepares student for ACCA exam F7 - Financial Reporting.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5308 **ECTS:** 5

**Course Name:** Professional Ethics

**Course Description:** The CFA Institute Code of Ethics and Standards of Professional Conduct are fundamental to the values of CFA Institute and essential to achieving its mission to lead the investment profession globally by promoting the highest standards of ethics, education, and professional excellence for the ultimate benefit of society. High ethical standards are critical to maintaining the public's trust in financial markets and in the investment profession.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5309 **ECTS:** 5

**Course Name:** Securities and Derivatives

**Course Description:** The course covers main financial instrument such as stocks, bonds, forwards, futures, swaps, and options. The course also describes the fundamentals of the functioning of stock markets: their features, tools and participants, organization and regulation. It will allow students become an informed participant in these markets.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5310 **ECTS:** 5

**Course Name:** Investment Management

**Course Description:** The course will cover main steps in the spheres of portfolio management; security selection, portfolio construction and performance measurement. Investment Management course is formed on the core theoretical work in modern asset pricing (i.e. portfolio diversification, the CAPM, market efficiency). The course describes different equity valuation models that are used in evaluation of securities. The course also provides defining elements of fixed-income securities and derivatives.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5313 **ECTS:** 5

**Course Name:** Advanced Corporate Finance

**Course Description:** The objective of this course is to develop an understanding of the financial and investment decisions that financial managers face. Course will consider corporate investment decisions (project valuation, acquisitions) and decisions that involve financing those investments (raising capital, dividend payout policy), while touching on related issues in risk management and corporate governance. The issues considered will be directly applicable for those who plan to work in: Corporate Finance (CFO, Treasury and Financial Analysis), Investment Banking, Private Equity, Venture Capital and large financial institutions. Understanding of financial decision-making and communication using the language of finance are also useful for those planning to work in strategy, operations, marketing, audit, and consulting.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5304 **ECTS:** 5

**Course Name:** Financial Management

**Course Description:** This course integrates key concepts of accounting and corporate finance related to the management of the finances of an organization with the objective to maximize the shareholders wealth. It considers variety of tools and techniques used for investment, financing and dividends decision-making. The management of risk will also be considered. Investments in long- term and short-term assets must be financed somehow. Therefore the issues on external or internal financing would be considered with paying attention on the cost of financing for the company. The retention of profits is a financing decision. The other side of this decision is that if profits are retained, there is less to pay out to shareholders as dividends, which might deter investors.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5202 **ECTS:** 5

**Course Name:** The Theory of Interest Rates

**Course Description:** The main topics will cover the Fundamentals of simple and compound interest, Principles for building annuities, Loans and their repayment schedules, Debt securities, Life span tables, Life annuities, Theory of joint life insurance, Retirement benefits

**Prerequisites:** Ethics and Philosophy

\*\*\*

**Course Code:** CBL5301 **ECTS:** 5

**Course Name:** Corporate and Business Law

**Course Description:** Graduates will be provided with the necessary skills and competencies for understanding and analysis of corporate business law standards. Graduates will study major legal framework and environment, changes and trends related to implications of legal practices, and how these practices may affect business decisions. The focus will be also on how companies are managed within legal framework. The course will cover various aspects including company's formation and constitution, administration, regulation of the companies, and day-to-day management.

**Prerequisites:** none

\*\*\*

**Course Code:** ACC5301 **ECTS:** 5

**Course Name:** Financial Accounting

**Course Description:** The course «Financial Accounting» studies accounting of cash and cash equivalents, accounts receivables and other receivables, inventory, biological assets, fixed assets, intangible assets, liabilities, recognition of revenue and expenses, capital and reserves, financial reporting procedures according to IFRS, etc. This course prepares student for ACCA exams F3- Financial Accounting and F7 - Financial Reporting.

**Prerequisites:** none

\*\*\*

**Course Code:** ACC5303 **ECTS:** 5

**Course Name:** Financial Reporting

**Course Description:** The course «Financial Reporting» emphasizes the key IFRS aimed at preparation and analysis of a consolidated financial report, and tax reporting. This course prepares student for ACCA exam F7 - Financial Reporting.

**Prerequisites:** none

\*\*\*

**Course Code:** ACC5304 **ECTS:** 5

**Course Name:** Managerial Accounting

**Course Description:** The course aims to provide students with understanding and skills to manage the performance of a business. The topics to be covered in class include but are not limited to costing principles, cost volume profit analysis, budgeting, applications of advanced variances and performance management and control.

**Prerequisites:** none

\*\*\*

**Course Code:** ACC5305 **ECTS:** 5

**Course Name:** Taxation

**Course Description:** The course is designed to help the students understand the nature and principles of taxation, tax administration, the methodology of calculation and payment of taxes, the application of tax data depending on the subject of the payer and the tax regime.

**Prerequisites:** none

\*\*\*

**Course Code:** ACC5302 **ECTS:** 5

**Course Name:** Advance Financial Accounting

**Course Description:** The course «Advanced Financial Accounting » aims to deepen the students' knowledge of IFRS and its practical

**Prerequisites:** none

\*\*\*

**Course Code:** ACC5306 **ECTS:** 5

**Course Name:** Audit

**Course Description:** The objective of this course is to provide students with principles of audit theory and practice in accordance with general international practices and IFRS. This course will cover basic audit principles and procedures.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5321 **ECTS:** 5

**Course Name:** Financial Econometrics I

**Course Description:** This is the first part of the Financial Econometrics courses replicating the quantitative analysis part of the GARP FRM Certification. Financial Econometrics I and II will equip students with solid theoretical knowledge and practical skills sufficient for conducting independent quantitative analysis. Both parts involve the labs where the Master students will be taught modelling in R. Financial Econometrics - I course includes fundamentals of statistical analysis: probability, univariate and multivariate random variables, sample moments, hypothesis testing, bivariate, and multiple linear regression, and regression diagnostic to detect bias (heteroskedasticity, multicollinearity, model misspecification, outliers, etc). The labs cover problem solving and using R software to handle and model real data.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5322 **ECTS:** 5

**Course Name:** Financial Econometrics II

**Course Description:** The second part of the Financial Econometrics courses replicating the quantitative analysis part of the GARP FRM Certification. Financial Econometrics I and II will equip students with solid theoretical knowledge and practical skills sufficient for conducting independent quantitative analysis. Both parts involve the labs where the Master students will be taught modelling in R. Financial Econometrics - II scrutinizes the time series econometric methods crucial for financial risk assessment applications. Particularly, it grasps trends and seasonality, stationary, nonstationary and weakly dependent time series, highly resistant time-series, serial correlation in time-series regression, time series processes and forecasting. It additionally covers the topics of returns and volatility, and the Monte Carlo simulation. The course includes labs teaching students to use R software to handle and model real data.

**Prerequisites:** none

\*\*\*

**Course Code:** FIN5323 **ECTS:** 5

**Course Name:** Financial Statement Analysis

**Course Description:** The course objective is to teach students to accurately read and analyse financial statements of various companies in a variety of industries. It examines the uses and misuses of financial statement data for a wide

range of financing decisions. The course analyses various reporting options that affect income, assets, cash flow forecasts, financial ratios, and trends; distinguishes between accounting rules and underlying economic realities; and examines approaches that analysts can take when external reports do not reflect a firm's underlying economics.

**Prerequisites:** none

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**Course Code:** FIN5325 **ECTS:** 5

**Course Name:** Portfolio Management

**Course Description:** Portfolio Management course offers students building foundational knowledge and essential understanding of key investment management concepts. The course starts at providing the formulation of expectations about capital market returns and follows asset allocation topic, which addresses the allocation of the investor's assets to asset classes. The course also provides fundamentals of managing private wealth portfolios by illustrating the formulation of an investment policy statement and the conduct of portfolio management on behalf of individual investors. It covers the range of issues that distinguish private wealth management—from taxation to the interaction of personality and psychology with investment objectives. During the course students should also be able to learn portfolio management for institutional investors, which discusses portfolio management as applied to investors representing large pools of money such as pension funds, foundations, endowments, insurance companies, and banks. For each type of institutional investor, the course analyses and illustrates the formulation of the elements of an appropriate investment policy statement. The course finalizes with trade strategy and execution, portfolio performance evaluation and investment manager selection.

**Prerequisites:** none

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**Course Code:** FIN5324 **ECTS:** 5

**Course Name:** Fixed Income Securities

**Course Description:** This course focuses on the basic concepts and technique of valuation of fixed-income securities. A fixed-income security is an instrument that allows governments, companies, and other types of issuers to borrow money from investors. Fixed Income (Bond) valuation and analysis is a strategy or process, which is often used by the government or companies to determine the correct market value of the instrument. In this course we will cover and learn how to calculate the present and future value of bonds, change in present value of bonds (including bonds with options)

**Prerequisites:** none

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**Course Code:** MGT5302 **ECTS:** 5

**Course Name:** Business Economics

**Course Description:** Business economics is the study of how to direct scarce resources in the way that most efficiently achieves a managerial goal. It is a very broad discipline in that it describes methods useful for directing everything from the resources of a household to maximize household welfare to the resources of a firm to maximize profits. This course focuses on the basic concepts of Economics (Microeconomics, Macroeconomics, Managerial economics). Business economics explains the factors contributing to the diversity of organizational structures and the relationships of firms with labor, capital and product markets.

**Prerequisites:** none

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**Course Code:** MGT5306 **ECTS:** 5

**Course Name:** Strategic HR Management

**Course Description:** The aim of the Strategic HR Management course is to study the relationship between managing people and achieving strategic goals and objectives of the organization. Specific topics include HR planning and strategy, job analysis and job design, equipment and selection, job evaluation and remuneration, training and career management, employment relations, diversity management and international personnel management. Methods for achieving results include case studies and projects related to the formation of an HR strategy.

**Prerequisites:** none

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**Course Code:** MGT5303 **ECTS:** 5

**Course Name:** Equality, Diversity and Inclusion

**Course Description:** This course is designed to evaluate and analyze different aspects of diversity, equality, and inclusion in organization. Students will discuss the benefits of those concepts within local and international context, methods to ensure diversity and equality within company. This course is introduction to diversity and inclusion concepts, the legal aspects and status quo of discrimination practices in the workplace, and the importance of diversity and inclusion practices for societies and employers.

**Prerequisites:** none

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**Course Code:** MGT5307 **ECTS:** 5

**Course Name:** Project Management

**Course Description:** This course will introduce and overview the major topics in Project Management. Included are main stages of project management, their planning and sequence, evaluation of required resources, project organizing and monitoring, introducing changes, project commissioning. Having completed this course, students will clearly understand the difference between project management of business processes management; comprehend content of the project management and its tools; understand interests of various stakeholders and their impact on the effectiveness of the project; determine project's limitation.

**Prerequisites:** none

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**Course Code:** MGT5304 **ECTS:** 5

**Course Name:** Strategic Management

**Course Description:** Within this course, graduate students will receive competencies aimed at studying strategic management as an enterprise management system and scientific approaches; practical applicability of all elements and methods of strategic management as a competitive advantage; case studies and additional tasks. The course will introduce various frameworks for strategic analysis and strategy implications (Porter 5 forces, Ansoff matrix, McKinsey 7s, SAF model, balanced scorecard model, etc). Graduate students will analyze case studies of real players within certain industries, assess chosen strategies, make judgments about the feasibility of the strategies, develop and design strategic initiatives.

**Prerequisites:** none

\*\*\*

**Course Code:** MGT5305 **ECTS:** 5

**Course Name:** Strategic Marketing

**Course Description:** The aim of the course is to provide a critical appreciation of the challenges that appear in the global marketplace. Students should examine demographical, socio-cultural, and economic factors and how they influence the marketing efforts of the company. Students should also address different marketing strategies and tactics that help companies to operate in the global environment. Topics include internal and external environment analysis, strategies development, objectives development, marketing mix, implementation process, monitoring, measuring and adapting the strategies and tactics.

**Prerequisites:** none

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**Course Code:** MGT5308 **ECTS:** 5

**Course Name:** Business Ethics

**Course Description:** The course focuses on examining ethical issues within the professional activity. To gain such an understanding requires to understanding core business values and promoting ethical behaviour; the social responsibilities of modern businesses as well as ethics in a global context.

**Prerequisites:** none

## PhD COURSES

**Course Code:** PHL7201 ECTS: 5

**Course Name:** An Introduction to the Philosophy of Social Sciences

**Course Description:** The aim of this course is to introduce students to ontological and epistemological traditions that inspire research in the humanities and social sciences, as well as some contemporary debates about research and knowledge. By the end of this course, and having completed the essential reading and activities, students should be able to:

- explain how research is underpinned by theoretical ideas
- describe what is meant by an ontology/epistemology problem in research
- identify the key aspects of various epistemological approaches.

**Prerequisites:** none

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**Course Code:** ECN7202 ECTS: 5

**Course Name:** Optimization Theory in Economic Analysis

**Course Description:** Optimization theory with its rigorous methodology provides a unifying framework for studying problems in Micro- and Macroeconomics, such as rational decision-making, optimal design, and economic efficiency. This course will start with a recap of calculus and linear algebra and then will offer a range of topics that will equip PhD students with an understanding of the core concepts of optimization: Lagrange multipliers, comparative statics analysis, conditions for optimality, convex and linear programming, data envelopment analysis and other methods.

**Prerequisites:** Mathematics for Economics -1 and 2 (undergraduate level)

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**Course Code:** ECN7203 ECTS: 5

**Course Name:** Applied Microeconometrics

**Course Description:** This is an applied course that will equip future professional researchers with econometric methods to deal with observational microdata – cross-sectional and panel data - and

data management and modelling skills. It will cover topics such as OLS, maximum likelihood, limited dependent variables, and panel data models. Specifically, it will stress the methods aimed at solving the endogeneity problem: Heckit, Tobit, correlated random effect, and others. Over the course, the students will be recommended the list of reading to build their understanding of how the modern empirical research in Microeconomics is designed and conducted. The course will additionally include the labs where the students will be taught R software to handle and model real data.

**Prerequisites:** Advanced Econometrics (graduate level)

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**\*\* Course Code:**

ECN7204 ECTS: 5

**Course Name:** Applied Macroeconometrics

**Course Description:** This course will teach modern time-series methods used in macroeconomic empirical research: dynamic stochastic general equilibrium (DSGE) models, modelling non-stationary and non-linear time series, high-dimensional time series, forecast evaluation, and others. Over the course, the students will be recommended the list of reading to build their understanding of how the modern empirical research in Macroeconomics is designed and conducted. The course will additionally include the labs where the students will be taught R software to handle and model real data.

**Prerequisites:** Advanced Econometrics (graduate level)

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**Course Code:** ECN7208 ECTS: 5

**Course Name:** History of Economic Thought

**Course Description:** This course is aimed at building an understanding of the evolution of economic thought from the classical political economy of Adam Smith and David Ricardo to modern-day Economics. It will particularly stress the current state of the economic theory and many complementing and competing theories it covers. The course will introduce the most prominent manuscripts representing modern economic theories to teach students to work with the primary sources.

**Prerequisites:** Principles of Economics (undergraduate level)

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**Course Code:** PHL7209 ECTS: 5

**Course Name:** Qualitative Methods in Research

**Course Description:** This course is an introduction to the field of qualitative methods in research and research ethics. A primary goal of this course is active learning and the development of critical thinking through the use of qualitative methods in real-life settings. This course provides the essential grounding for further study in the subject and also provides the knowledge and critical skills which are necessary for PhD students as it helps them to be critical of the information they receive and encourages them to think logically and consistently. The course will introduce students to the main methods of qualitative research, particularly, the methods allowing them to collect primary data increasingly used in Economics.

**Prerequisites:** none

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**Course Code:** LNG7210 ECTS: 5

**Course Name:** Academic Writing

**Course Description:** The course is developed specifically for graduate students to provide them with academic writing skills important to succeed in future research and academic career. The main emphasis is on improving students' confidence and competence in using English in these contexts. The course involves helping students build

proficiency and confidence as a writer of Academic English, to improve reading, critical reasoning, and research skills. Throughout the course, learners are exposed to up-to-date, stimulating topics to get them talking and exchanging opinions and to improve both accuracy and fluency of speech. Students will learn how to write academic papers, read academic texts, and give presentations on the given topic. According to the course plan, there are various tasks, which will allow students to develop critical thinking, practice to plan and organize essays and avoid plagiarism.

**Prerequisites:** none

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**Course Code:** PHL7211 ECTS: 5

**Course Name:** "Let's Talk Research" Series of Seminars

**Course Description:** "Let's Talk Research" is a training program intended to increase awareness for research in the academic, business and professional sectors. It introduces participants to basic skills necessary for carrying out high-quality research in conformity with international standards by offering its participants a set of skills and best practices to start and finish globally competitive research projects. Seminars are structured around four general topics: importance of research and profile of a researcher in modern societies; fundamentals of the culture of publishing; European and international vocabulary of research projects; and life hacks for researchers working in developing countries. Participants also learn how to build and maintain online research identity and reputation.

**Prerequisites:** none

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**Course Code:** ECN7305 ECTS: 5

**Course Name:** Advanced Microeconomics

**Course Description:** The course will cover the topics allowing to gain a systematic in-depth understanding of the Microeconomic theory – allocation mechanisms, a price system, bargaining, contracts, search, matching and auctions, market power, trade frictions, and asymmetric information. It is specifically designed for PhD students to equip them with the analytical tools crucial to conduct independent research in Economics.

**Prerequisites:** Microeconomics-2 (graduate level), Optimization Theory in Economic Analysis

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**Course Code:** ECN7306 ECTS: 5

**Course Name:** Advanced Macroeconomics

**Course Description:** This course will develop structured in-depth knowledge of the modern macroeconomy in a dynamic setting and its most important economic policy implications. It will provide future researchers with the methods used in the modern macroeconomic analysis allowing to simplify a complex reality to identify the underlying mechanisms behind the observed macroeconomic phenomena and arrive at predictions and policy suggestions.

**Prerequisites:** Macroeconomics-2 (graduate level), Optimization Theory in Economic Analysis

\*\*\*

**Course Code:** ECN7307 ECTS: 5

**Course Name:** Causal Inference and Quasi-Experimental Research

**Course Description:** This is an applied course that will teach cutting-edge techniques and methods widely used in social sciences to identify causality with the observational data - selection on observables, matching, instrumental variables, regression discontinuity design, and difference-in-differences. The lectures will explain the theoretical framework using examples from the economic literature. The labs will teach to use R software to handle and model real data.

**Prerequisites:** Advanced Econometrics (graduate level)

\*\*\*

**Course Code:** ECN7311 ECTS: 5

**Course Name:** Game and Contract Theory

**Course Description:** This course will introduce the basic tools of game theory and strategic decision making and evolve students' analytical skills. The content will cover simultaneously played games, sequentially played games, Nash Equilibrium: pure and mixed strategies, repeated games, Bayesian games and simple applications. Game Theory is widely used in several fields, however, this course will particularly focus on its applications in

Economics. Additionally, it will introduce students to the economics of information and contracts to develop their understanding of incentives and methods of analysing information and transaction costs.

**Prerequisites:** Advanced Microeconomics, Optimization Theory in Economic Analysis

\*\*\*

**Course Code:** ECN7312 ECTS: 5

**Course Name:** Labour Economics

**Course Description:** The course will introduce the key theories of the fast-developing branch of Economics – Labour Economics: human capital theory, signalling and sorting theory, externalities and peer effects, search theory. It will also cover applications of the concepts of incentives, agency, asymmetry of information, and moral hazard in Labour Economics. The course is based on the prominent graduate-level textbook by Acemoglu and Autor and contemporary research papers.

**Prerequisites:** Advanced Microeconomics, Optimization Theory in Economic Analysis

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**Course Code:** ECN7314 ECTS: 5

**Course Name:** Advanced Behavioural Economics

**Course Description:** This course aims to teach students advanced techniques of behavioural economics, classical economics, and compare the two approaches. It focuses on the principles and models of decision-making used by both streams of economists, as well as their consequences. Upon successful completion, students will have the knowledge and skills to understand how behavioural economists think and approach advanced economic questions; understand the tools taught in class and be able to recognize their application to the analysis of real-world situations; understand aspects of decision-making under uncertainty and solve analytical problems.

**Prerequisites:** Optimization Theory in Economic Analysis, Advanced Microeconomics, Advanced Macroeconomics

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**Course Code:** ECN7315 ECTS: 5

**Course Name:** International Trade Theory

**Course Description:** The course examines the microeconomics of international trade. First, we examine the gains from trade, the determinants of patterns of international trade and the effects of trade on income distribution, all in low-dimensional models. We will also have some discussion of extensions to higher dimensions. We then turn to policy and analyse a number of arguments, both traditional and more recent, for active trade and industrial policies. We will also analyse preferential trading areas and the political economy of trade policy. Upon successful completion, students will have the knowledge and skills to be familiar with the basic models of international trade and their essential properties; be able to construct theoretical models of international trade related phenomena and manipulate them; read and understand professional economics articles in the field of international trade theory.

**Prerequisites:** Optimization Theory in Economic Analysis, Advanced Microeconomics, Advanced Macroeconomics

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**Course Code:** ECN7313 ECTS: 5

**Course Name:** Public Economic Management

**Course Description:** Public Economic Management provides an introduction to public economics, with an emphasis on low- and middle-income countries. It begins by overviewing economic development and the changing economic role of the state then proceeds to define policies and analyses trade-offs between them. This is followed by a closer look at aspects of managing stabilisation of the economy, trade, and the environment. There is an emphasis throughout on practical techniques of analysis.

**Prerequisites:** none

## PART VIII SUPPORT UNITS

**OFFICE OF THE REGISTRAR** is a subdivision of JSC M. Narikbayev KAZGUU University, which plans and controls the process of study.

**DEPARTMENT OF PUBLIC RELATIONS AND MARKETING RESEARCH** develops and implements the marketing strategy of the University, carries out PR campaigns.

**HR DEPARTMENT** of M. Narikbayev KAZGUU University is primarily engaged in the defining the strategy of the University, setting the KPI, analysing internal processes of M. Narikbayev KAZGUU University, personnel management, training and development.

**LEGAL SUPPORT DEPARTMENT** provides legal support for the University, protects property and other legitimate rights and interests of JSC «M. Narikbayev KAZGUU University" when interacting with governmental bodies, contractors under contracts, shareholders and employees. It also ensures preservation and increment of properties by legal means, maintains and develops legal culture as an essential part of the corporate culture of the organization.

**FINANCE AND ACCOUNTING SERVICE DEPARTMENT** implements the tasks such as analysing and taking into account financial and economic activities, provides effective financing policies, monitors financial position and plans the University budget.

**LIBRARY** is a member of International Association of users and developers of electronic libraries and new information technologies (Association ELNIT, Moscow, and the Russian Federation) and connected to the largest world electronic sources (Thomson Reuters, Polpred.com, KAZNet). Mission of the library is to serve people, providing access to the original scientific and educational literature. Vision is to develop modern informative and cultural centre, one of the largest library of the city and in whole Kazakhstan, here the process of management of information support of educational, scientific and research, innovative, pedagogical activity is realized in accordance with the requirements of international quality standards through the introduction of new information technologies, innovative business principles with the aim of meeting the information needs of all categories of users.

**MUSEUM** preserves and builds the heritage of the University. The museum reveals the history of the University through documents, photographs, artefacts.

**SECURITY SERVICE** works on the organization of checking points in the University building and construction sites of the JSC M. Narikbayev KAZGUU University. It ensures the safety of places of inventory storage, fire-safety equipment owned by the university. It ensures public order during the process of study and all events held in the building of the University.

**DORMITORY.** The University KAZGUU has students' dormitory, which is discharged for 462 places, total amount of rooms are 105 (dorm for boys consists of 48 rooms; dorm for girls consists of 57 rooms). Also in the basement of the building there is a communal laundry room. The cost of living for one bed in month is 10 000 tenge (KZT).

For the placement to the students' dormitory students have to present the following documents:

- application;
- documents, confirming his/her right to priority settlement.

Preferential right to the settlement to the dormitory of the University has the students who entered the first course in the current academic year and taken the highest score on the UNT. Among them, the place in the hostel in first place is given to the following groups of people:

- 1 and 2 groups disabled;
- orphans; children without parental care;

– students from single-parent/with low income families, students from rural areas. The application is delivered on consideration to the Housing Committee of the University. Housing Committee is a collegiate body, which consists of staff of the University KAZGUU and deals with the housing problems of the students and staff of the JSC “University KAZGUU”.

**HEALTHCARE SERVICE’S** goal is to explore the relation between the students’ state of health and efficiency. The Healthcare Service’s objectives:

- to use a professional approach to the students’ health;
- to examine the general regularities in the development of the students' efficiency;
- to study the ways of managing the students’ psycho-emotional state by means of physical education.

**CATERING.** The University has five points of Catering, which offer an extensive range of products:

1. Students’ canteen (1st floor, total number of seats - 400) - serves home-made food, including dietary meals;
2. Canteen for academic teaching staff (0 floor, the total number of seats - 200) serves the general and dietary meals;
3. Cafe «Masito» (1 floor, the total number of seats - 20);
4. Coffee house "Hamster" (1st floor);
5. Student Pizzeria (4th floor, the total number of seats - 40).

Additionally, sale of snacks and drinks through vending machines is organized.

#### **SERVICES CONDITIONS FOR STUDENTS WITH DISABILITIES AND SPECIAL NEEDS.**

KAZGUU provides educational opportunity to students with disabilities. Students and visitors with disabilities can use outdoor ramps equipped with handrails and non-slip cover. Besides, taxi for disabled people is available and people with private vehicles can use elevator located in the garage. The width of hallways, corridors, doorways classrooms and toilets for people with musculoskeletal system disorder and the wheelchair correspond to the requirements. Bathrooms located on the 1st floor are equipped with handrails and hooks for crutches. In order to move between the floors people with disabilities can use three passenger elevators. Special places for wheelchair users meeting all requirements are available in the auditorium, event hall, reading room and other places. University provides disabled people with desks of appropriate high.

**STUDENTS SUPPORT CENTRE** is focused on the development of a student’s personality. The department creates friendly environment and conditions, which may help a student to master all the variety of professional and social life in the future.

## HSE ADMINISTRATION

### Contacts

Position	Full name	Degree	Office	Contact Details
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