

BBA tutorial action plan & regulations for continuing studies

From the first year of the Bachelor of Business Administration (BBA), Esade supports students with onboarding sessions, accompaniment in the tutorial action plan, and later in the development of academic and professional skills.

Reinforcement and onboarding seminars

Before the beginning of the first-year course, voluntary seminars are offered to reinforce knowledge of accounting, mathematical reasoning, and English. During the first week of the academic year, onboarding workshops also enable new students to meet each other and learn about the work dynamics of their new course and the educational system. Students also learn about the values of the school, the curriculum, and internal regulations.

Tutorial action plan

The tutorial plan for first-year BBA students was launched in 2008-09 with two strategic objectives: reduce the dropout rate while improving the academic performance and adaptation of first-year students.

The tutorial plan has a major impact on the experience of students at the beginning of their BBA studies. This personalized accompaniment helps students successfully meet the demands of the first year, both from an academic point of view (academic results) and from a personal point of view (including adaptation to Esade, organization of study and time, personal maturity, and stress management).

Academic and professional skills

Esade's model of skills and abilities includes decision-making, negotiation, teamwork, as well as strategic thinking and communication. This model enables students to better respond to the needs of today's business management – these needs include leadership, innovation, global perspective, as well as knowledge and diversity management.

Adaptation to the exceptional circumstances of Covid-19

Due to the exceptional situation related to Covid-19, a hybrid format has been selected for the BBA. This format offers face-to-face and online classes with a flexible planning structure that is adaptable to any situation.

In this way, if there is an improvement in sanitary conditions, it may be possible to return to 'normal' classes, and if conditions worsen then adapting to an online format will be straightforward.

In addition, all the classrooms used for face-to-face classes are equipped with advanced technological systems that enable classes to be monitored by students who, due to quarantine or other problems, cannot attend in person.

Finally, the online student support service has been enhanced with the same technological platforms used in the classrooms. In this way, students can receive timely support.

Methodologies used in the Esade BBA include:

- Active classes
- Study and discussion of real cases
- Continuous evaluation
- Management simulations, startup projects, and business games
- Internships in national and international companies
- Research work
- Self-study and teamwork
- Skill seminars

The page below lists some of our methodologies:

<http://www.esade.edu/grados/esp/grado-direccion-empresas/tu-formacion/formacion-practica>

Academic advisor

Academic advisors help students overcome difficulties. These difficulties may arise in any type of situation: from students who have problems integrating or adapting to the culture of the country or school, to students with problems adapting to the teaching methods or managing their time efficiently. This support is offered individually or in groups.

An academic advisor helps students identify their skills and weaknesses and then makes recommendations on the best approach to improve performance. But in the case of a medical problem, students may be directed to psychologists and private medical specialists.

For students with disabilities and learning difficulties, the academic advisor conducts a personal interview and then requests the corresponding medical documentation. Academic advisors also monitor those students who fail subjects in order to quickly detect the problems and remedy the situation. Specifically, within days of the publication of exam results an academic advisor will send an email to students with inadequate results and offer individual meetings to help these students improve their study techniques. The most important aspect of this approach is that it individualizes the management of any problems faced by students.

Counseling is offered if students wish to contact an independent psychologist contracted by the school who is not based on campus. With the student's permission, the program director or academic advisor will work with the psychologist to ensure that the student receives all the necessary assistance. Counseling is available to any student who needs it and is not exclusively for students with disabilities or specific difficulties. If a student has problems with a difficult subject, an academic advisor can arrange extra hours of tutoring by a lecturer during the course or immediately after the publication of exam results if there is a low pass rate.

Program manager

The program manager is in daily contact with students. From the welcome sessions until the end of the degree program, the program manager helps students resolve problems. These may range from administering changes to the academic record to identifying deeper problems that must be directed to specialists.

Each program manager is responsible for a section of students from the first to the fourth year – and advises students individually, in groups, or through classroom presentations.

Regulations for continuing studies

During the BBA, students must satisfy the regulations for passing the program each year. Otherwise, they may have to repeat a year or drop out of the program.

Below are the conditions for continuing studies – depending on the academic year.

1) Students enrolled in the first year for the first time:

Students may enroll in the second year if they have a maximum of 15 European Credit Transfer and Accumulation System credits (ECTS) pending from the first year in compulsory core subjects and/or basic training after the first two exam sittings have finished (without considering Modern Language I).

Students may repeat the first year if they have between 16 and 24 ECTS pending from the first year in compulsory core and/or basic training subjects (without considering Modern Language I). In this case, only pending subjects will be repeated and elective subjects can be added to the workload. The repetition of a course only requires payment of the registration fees, plus the tuition fees for the repeated subjects.

Students must drop out of the degree program if they have 25 or more ECTS credits pending from the first year in compulsory core and/or basic training subjects when all the exam sittings have finished (without considering Modern Language I).

2) Students repeating the first year:

Students who during the ordinary and extraordinary exam sittings pass the compulsory core and/or basic subjects repeated in the first year (including Modern Language I) may enroll in the second year.

Students who do not pass the subjects described in the above paragraph must drop out of the degree program.

3) Second year:

Students may enroll in the third year if they have a maximum of 20 ECTS pending in compulsory core subjects and/or basic training in the second year after the first two exam sittings (including Modern Language II). All first-year subjects must have been passed.

Students may repeat the second year if they have first-year subjects pending, and/or have more than 20 ECTS credits pending. They must only enroll for and take the exams for the first and second-year subjects not passed. Students may repeat the second year once, providing they have not repeated the first year.

4) Third year:

Students may enroll in the fourth year if they have a maximum of 20 ECTS pending from previous years in compulsory core and/or basic training subjects. Students may repeat the third year once, providing they have not repeated the first or second years.

5) Repeat years:

When repeating a year, students must register for class attendance for all the subjects of the year that were not passed and for any new subjects that may have been added. This regulation also applies to any elective subjects left pending from the previous year.