

Diploma Supplement

General Information

This Diploma Supplement follows the model developed by the European Commission, Council of Europe and UNESCO/ CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international "transparency" and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

1. Information identifying the holder of the qualification

- 1.1 Family name(s) _____
- 1.2 Given name(s) _____
- 1.3 Date of birth (day/month/year) _____
- 1.4 Student identification number _____

2. Information identifying the qualification

- 2.1 Name of the qualification, title conferred Bachelor of Arts in Business
- 2.2 Main field(s) of study for the qualification Banking & Finance
- 2.3 Name and status of awarding institute Fachhochschule des bfi Wien GmbH, incorporated upon the basis of private law and subsidised by the state; established by the Fachhochschul Act FHSStG (BGBl. 1993/340 idgF)
- 2.4 Name and status of institute administering studies Fachhochschule des bfi Wien GmbH, incorporated upon the basis of private law and subsidised by the state; established by the Fachhochschul Act FHSStG (BGBl. 1993/340 idgF)
- 2.5 Language(s) of instruction/examination German and English

3. Information on the level of the qualification

- 3.1 Level of qualification Bachelor's Degree (UNESCO ISCED Code 5A)
- 3.2 Official length of programme 6 semesters (3 years)
- 3.3 Access requirements General qualification for university entrance or equivalent - see also Appendix

4. Information on the contents and results gained

- 4.1 Mode of study Full time
- 4.2 Programme requirements Learner must satisfy programme requirements as prescribed in the curriculum; pass mark is generally 51%; for further details www.fh-vie.ac.at and FHSStG (BGBl. 1993/340 idgF)
- 4.3 Programme details (courses, modules, units studied, individual grades obtained) 180 ECTS-Credits
Grade Point Average (GPA) : 2,09
for further information see enclosed Transcript of Records

4.4 Grading scheme, grade translation and grade distribution guidance

ECTS Grades are assigned among students with a pass grade as follows:
A best 10%, B next 25%, C next 30%, D next 25%, E next 10%, FX means 'Fail - some more work required to pass', F means 'Fail - considerable further work required, p. = successfully participated, cr. = credited

Austrian Grades: 1 = excellent, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = fail, p. = successfully participated, cr. = credited

4.5 Overall classification of the qualification

'bestanden' (passed)

5. Information on the function of the qualification

5.1 Access to further study

Bachelor degree programmes may entitle access to Post-Graduate studies

5.2 Professional status conferred

Access to academic professions according to the professional regulations; diploma in the sense of directive RL 89/48/EEC

6. Additional information

6.1 Additional information

studied at the FH bfi Vienna from 10/07/05 to 19/06/08,
Internship from 28.01.2008 to 25.04.2008 at Julius Baer Investment Funds Services Ltd. (CH).

6.2 Further information sources

Fachhochschule des bfi Wien GmbH (www.fh-vie.ac.at)
Österreichischer Fachhochschulrat (www.fhr.ac.at)

7. Certification of the supplement

7.1 Date

19/06/2008

7.2 Signature / Name

7.3 Capacity

Director of Studies
Dr. Richard Pircher



8. The system of Austrian higher education

Post-secondary Education in Austria

- The Austrian post-secondary **university level sector** (Hochschulsektor) consists of
 - universities (Universitäten), maintained by the state;
 - maintainers of university of applied sciences degree programmes (Fachhochschul-Studiengänge) incorporated upon the basis of private or public law and subsidised by the state, with state accreditation (some of which are entitled to use the designation Fachhochschule);
 - private universities (Privatuniversitäten), operated by private organisations with state accreditation;
 - university colleges of education (Pädagogische Hochschulen) maintained by the state or operated by private organisations with state accreditation;
 - universities of philosophy and theology (Philosophisch-Theologische Hochschulen), operated by the Roman Catholic Church.
- The **non-university post-secondary sector** (außeruniversitärer postsekundärer Sektor) consists of
 - - academies for midwifery (Hebammenakademien);
 - - clinical technical academies (Medizinisch-Technische Akademien);
 - - military academies (Militärische Akademien);
 - - the school of international studies (Diplomatische Akademie);
 - - certain training institutions for psychotherapists (Psychotherapeutische Ausbildungseinrichtungen);
 - - conservatories (Konservatorien);
 - - certain business schools (Wirtschaftsschulen).

The following text addresses exclusively the university level sector.

Overall Structure of University Level Higher Education

There are currently two different systems of degree programmes in Austria: an older system without reference to the Bologna process and a newer one with reference to it.

- Under the auspices of the **older system** of diploma degree programmes (Diplomstudien), the first degree awarded is the diploma degree (Diplomgrad). An Austrian higher secondary school leaving certificate or its equivalent is the general qualification necessary for enrolling in a diploma degree programme; conclusion of a diploma degree programme entitles degree holders to enrol in doctoral degree programmes. A diploma degree (Diplomgrad) is awarded by Austrian universities after a course of study consisting of 240 to 360 ECTS credits. Full degree titles are gender specific designations: Magister for men; Magistra for women. Degree titles also include a general description of the field of study in which they were obtained, e.g. Magister philosophiae. In the fields of engineering, the degree titles are Diplom-Ingenieur/in. Degrees awarded in medicine and dentistry are exceptions to the above. The first degrees awarded after the completion of these degree programmes consisting of 360 ECTS credits are Doctor medicinae universae and Doctor medicinae dentalis, respectively. Graduates of university of applied sciences programmes that consist of 240 to 300 ECTS credits are awarded, analogous to university studies, a university of applied science diploma degree (Fachhochschul-Diplomgrad) contingent upon discipline: either a Diplom-Ingenieur/in (FH) for fields of engineering or Magister/Magistra (FH) in other fields of study.
- The **new system** is based on the distinction between undergraduate and graduate studies. Upon completion of an undergraduate programme (Bachelorstudium at universities; Fachhochschul-Bachelorstudiengang; Studiengang at university colleges of education; 180 ECTS credits), a bachelor's degree (designation: „Bachelor of/in ...“) is awarded. Upon completion of a graduate programme (Masterstudium at universities comprising 120 ECTS credits or, respectively, Fachhochschul-Masterstudiengang comprising 60 to 120 ECTS credits), a master's degree (designation: „Master of/in ...“) is awarded. In the fields of engineering, the designation of the master's degree can also be „Diplom-Ingenieur/in“. Recipients of these diploma degrees from the old system or a master's degrees from the new system (including the ones awarded in both cases by the universities of applied sciences) are entitled to enrol in doctoral degree programmes (Doktoratsstudium) at universities. A doctoral degree (Doktorgrad with the designation Doktor/in) is awarded after a course of study consisting of 120 ECTS credits; the academic title of „Doctor of Philosophy“, abbreviated as „PhD,“ is awarded after a research intensive course of study consisting of 180 to 240 ECTS credits. In addition to the degree programmes (ordentliche Studien) described above, there are non-degree programmes (außerordentliche Studien) consisting of certificate university programmes for further education (Universitätslehrgänge) and individual courses in scientific subjects, both at universities, certificate university of applied sciences programmes for further education (Lehrgänge zur Weiterbildung) at universities of applied sciences, and certificate university college programmes for further education (Hochschullehrgänge) at university colleges of education.

Diploma Degree Programme (Diplomstudium)

Admission to a diploma degree programme is granted upon the basis of the Austrian higher secondary school leaving certificate (Reifezeugnis), its foreign equivalent, or the successful completion of a special university entrance qualification examination (Studienberechtigungsprüfung). Students of compulsory lower schools who have completed additional schooling in the form of apprenticeships as skilled workers also may take a vocationally based examination acknowledged as equivalent to the higher secondary school leaving certificate (Berufsreifeprüfung). Admission to diploma degree programmes in the arts is based on aptitude ascertained by admission examinations. Admission to university of applied sciences diploma degree programmes may also take place upon the basis of previous vocational or technical experience and qualifications of applicants. In some fields of study (in particular human medicine and dentistry, and university of applied sciences diploma degree programmes) admission is based on a selective admission process.

A degree programme may be divided into stages (Studienabschnitte). The length of each stage of the degree programme as well as the areas of study (Fächer) and content required are articulated in curricula that distinguish between required subjects (Pflichtfächer) and electives (Wahlfächer). Each stage concludes with a diploma examination (Diplomprüfung). University of applied sciences diploma degree programmes and some diploma degree programmes at universities include an internship or practical training. The approval of a diploma thesis (Diplomarbeit) is a prerequisite for admission to the concluding diploma examination.

Bachelor Degree Programme (Bachelorstudium)

Admission to a bachelor degree programme is granted upon the basis on the Austrian higher secondary school leaving certificate (Reifezeugnis), its foreign equivalent, or the successful completion of a special university entrance qualification examination (Studienberechtigungsprüfung). Students of compulsory lower schools who have completed additional schooling in the form of apprenticeships as skilled workers may take a vocationally based examination acknowledged as equivalent to the higher secondary school leaving certificate (Berufsreifeprüfung). Admission to bachelor degree programmes in the arts is based on aptitude ascertained by admission examinations. Admission to university of applied sciences bachelor degree programmes may also take place upon the basis of previous vocational or technical experience and qualifications of applicants. In some fields of study (in particular university of applied sciences bachelor degree programmes and study programmes at university colleges of education) admission is based on a selective admission process. Areas/Modules of study (Fächer/Module) are laid down in curricula. As a rule, two substantial bachelor's papers or projects (Bachelorarbeiten) must be completed in the process of completing degree programme requirements. University of applied sciences bachelor degree programmes and some bachelor degree programmes at universities include an internship or practical training. The programme can conclude with a bachelor's examination (Bachelorprüfung).

Master Degree Programme (Masterstudium)

Admission to a master degree programme is granted on the basis of the successful completion of an Austrian bachelor degree programme (Bachelorstudium), or a comparable post-secondary degree acknowledged being its equivalent.

Areas/Modules of study (Fächer/Module) are laid down in curricula. A main emphasis is the composition of a master's thesis (Masterarbeit). This degree programme concludes with a master's examination (Masterprüfung). The approval of the master's thesis (Masterarbeit) is a prerequisite for admission to this examination.

At university colleges of education no master degree programmes are offered.

Doctoral Degree Programme (Doktoratsstudium)

Admission to a doctoral degree programme at a university is granted on the basis of the successful completion of an Austrian diploma or master degree programme, or a comparable post-secondary degree acknowledged being their equivalents.

Contents and requirements of study are laid down in curricula. The focus lies with the drafting of a dissertation as the result of self-guided research performance. This degree programme concludes with the approval of the dissertation and with a comprehensive doctoral examination (Rigorosum) or a defensio. At universities of applied sciences and at university colleges of education no doctoral degree programmes are offered.

Evaluation of performance and grading system

According to the modalities for examinations outlined in the curricula, achievement may be evaluated upon the basis of oral and written exams or project related work. In principle oral examinations are open to the public.

Grades for examinations taken in individual courses:

- positive: 1 = sehr gut (excellent)
2 = gut (good)
3 = befriedigend (satisfactory)
4 = genügend (sufficient)
negative: 5 = nicht genügend (fail)

Grades for comprehensive examinations covering materials from various subjects:

- positive: mit ausgezeichnetem Erfolg bestanden (passed with honours)
mit gutem Erfolg bestanden (passed successfully)
bestanden (passed)
negative: nicht bestanden (fail)



Study Programme

0229 Banking and Finance (Bachelor's degree programme)
Full Time

Name:

Student Id.No.:

Date of birth:

Transcript of Records

1st Semester

Course No.	Course Title	Type	H/W	Credits	ECTS-Grade	Austrian Grade
W05.V1.ABWL10	Introduction to Business Administration	L	2,4	3,00	A	1
W05.V1.BW10	Introduction to Banking	L	2,4	3,00	C	3
W05.V1.ENG13	Business English I	T	2,4	3,00	A	1
W05.V1.FML12	Financial Markets I - Bonds and Stocks	L/T+	2,4	3,00	B	2
W05.V1.IT13	IT Applications I - European Computer Driving Licence (ECDL)	T	2,4	3,00	C	3
W05.V1.PT13	Learning how to learn, work techniques and time management	T	1,8	1,50	p.	p.
W05.V1.PT16	Presentation Techniques and Moderation I	T	1,8	1,50	p.	p.
W05.V1.RE10	Introduction to public law, European law and civil law	L/T	2,4	3,00	B	2
W05.V1.RE20	Civil and commercial law	L/T	2,4	3,00	B	2
W05.V1.RW12	Accountancy I	L/T+	2,4	3,00	B	2
W05.V1.STA12	Mathematics and Statistics I	L/T+	2,4	3,00	C	3
			25,20	30,00		

2nd Semester

Course No.	Course Title	Type	H/W	Credits	ECTS-Grade	Austrian Grade
S06.V2.ENG23	Business English II	T+	2,4	3,00	A	1
S06.V2.FK20	Corporate Clients I	L/T	2,4	3,00	B	2
S06.V2.FML22	Financial Markets II - Derivatives	L/T+	2,4	3,00	B	2
S06.V2.IT23	Project Management and PM-Software	L/T+	2,4	3,00	B	2
S06.V2.MML20	Management (Organisation, Personnel, Leadership)	L/T	2,4	3,00	A	1
S06.V2.PK20	Private Clients I	L/T	2,4	3,00	A	1
S06.V2.PT23	Fundamentals of Personality	T	1,8	1,50	p.	p.
S06.V2.PT26	Presentation Techniques and Moderation II	T	1,8	1,50	p.	p.
S06.V2.RE20	Commercial and Corporate Law	L/T	2,4	3,00	C	3
S06.V2.RW22	Accountancy II (Financial Statement, Politics, Analysis)	L/T+	2,4	3,00	B	2
S06.V2.STA22	Mathematics and Statistics II	L/T+	2,4	3,00	D	4
			25,20	30,00		

3rd Semester

Course No.	Course Title	Type	H/W	Credits	ECTS-Grade	Austrian Grade
W06.V3.CF30	Corporate Finance I	LT+	2,4	3,00	A	1
W06.V3.ENG33	Business English III - for Financial Service Providers	T	2,4	3,00	A	1
W06.V3.IT33	Information Collection and Introduction to Scientific Work	PS	2,4	2,00	B	2
W06.V3.MAR36	Marketing	PS	2,4	3,00	B	2
W06.V3.OCO30	Operative Controlling	LT+	2,4	3,00	B	2
W06.V3.PT33	Communication and Process Control	T	2,4	2,00	p.	p.
W06.V3.PT36	Conflict Resolution and Handling Change	T	2,4	2,00	p.	p.
W06.V3.RE30	Tax Law	LT	2,4	3,00	B	2
W06.V3.UAR30	Company Analysis and Rating	LT+	2,4	3,00	C	3
W06.V3.VW30	Insurance Industry I	LT	2,4	3,00	B	2
W06.V3.WPBR32	WP - Insolvency Law	LT	2,4	3,00	B	2
			26,40	30,00		

4th Semester

Course No.	Course Title	Type	H/W	Credits	ECTS-Grade	Austrian Grade
S07.V4.BRC40	Accounting and Controlling in Banking	LT	2,0	3,00	B	2
S07.V4.ENG43	Business English IV - for Financial Service Providers	T+	2,0	3,00	B	2
S07.V4.IT43	IT - Applications II	T+	2,0	3,00	C	3
S07.V4.PT43	Cooperation and Problem-Solving in Teams	T	2,0	2,00	p.	p.
S07.V4.RE40	Banking Act and Banking Law of Contracts	LT	2,0	3,00	B	2
S07.V4.RM40	Risk Management	LT+	2,0	3,00	C	3
S07.V4.TAPM40	Treasury and Asset-Liability Management	LT+	2,0	3,00	A	1
S07.V4.VWL40	Economics I - Economic Theory and Politics	LT	2,0	3,00	B	2
S07.V4.WPBR47	WP - Seminar - Law	SE	1,3	4,00	C	3
S07.V4.WPFW46	WP - Finance - Corporate Finance II	PS	1,3	3,00	A	1
			18,66	30,00		

5th Semester

Course No.	Course Title	Type	H/W	Credits	ECTS-Grade	Austrian Grade
W07.V5.ENG53	Business English V	T	2,0	3,00	A	1
W07.V5.PROJ52	Project Seminar: Banking/Finance/Economics	PS	1,8	4,00	B	2
W07.V5.RE50	Relevant Legal Issues - Corporations and Insurance	LT	2,0	3,00	B	2
W07.V5.VWL50	Economics II - Economic Theory and Politics	LT	2,0	3,00	A	1
W07.V5.VWL60	Economics III - European Integration and Institutions	LT	2,0	3,00	C	3
W07.V5.WPBW5	WP - Organisation and Human Resources	LT	2,0	3,00	A	1
W07.V5.WPBW5	WP - Audit and Compliance	LT	2,0	3,00	B	2
W07.V5.WPBW5	WP - Seminar: Banking - Client Business	SE	1,3	4,00	C	3
W07.V5.WPFW5	WP: Seminar: Corporate Finance	SE	1,3	4,00	D	4
			16,44	30,00		

6th Semester

Course No.	Course Title	Type	H/W	Credits	ECTS-Grade	Austrian Grade
S08.V6.GesBac	Bachelor's Examination	EXM		7,00	C	pa
S08.V6.PRA60	Internship - Seminar	PS	1,3	3,00	C	3
S08.V6.PRAK	Internship (12 weeks)	I		20,00	p.	p.
			1,330	30,00		

Total ECTS-Credits 180,00

H/W = Hours/Week

Credits = ECTS-Credits

Type: L = Lecture, T(+) = Tutorial (group split), L/T(+) = Lecture/Tutorial (group split), SE = Seminar, PS = Proseminar, PT = Project
P = Project Seminar, I = Internship, PL = Problem Based Learning, Exc = Excursion, EXM = Final Examination

ECTS Grades are assigned among students with a pass grade as follows:

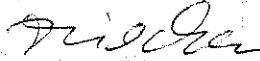
A best 10%, B next 25%, C next 30%, D next 25%, E next 10%, FX means 'Fail - some more work required to pass',

F means 'Fail - considerable further work required, p. = successfully participated, cr. = credited

*) At the time when these exams were taken, the issuing institution did not yet use ECTS grades

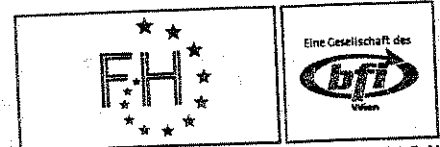
Austrian Grades: 1 = excellent, 2 = good, 3 = satisfactory, 4 = sufficient, 5 = fail, p. = successfully participated, cr. = credited

ph = passed with honours, ps = passed successfully, pa = passed



Date: 19/06/2008

Director of Studies: Dr. Richard Pircher



FACHHOCHSCHULE DES BFI WIEN
Stamp of Institution
FACHHOCHSCHULE DES BFI WIEN
GESELLSCHAFT M.B.H.
A-1020 Wien · Wohlmutterstraße 22 · Tel: +43/1/720 12 86