



## Deakin MBA Masterclasses Frequently Asked Questions

Deakin's MBA Masterclasses are a non-award offering, providing an opportunity for you to study new trends and issues with industry leaders. The Masterclasses are succinct and informative. Each Masterclass is at least 12 hours long (usually 15-20 hours) and successful completion of two masterclasses can secure credit for one elective unit.

For the Master of Business Administration (MBA) you can complete up to four Masterclasses (two electives). For the Graduate Certificate of Business Administration and the Graduate Diploma of Business Administration you can complete two Masterclasses (one elective) only.

Recognition for Prior Learning (RPL) for the Masterclasses will only be available where you have elective space in your program or have not exceeded the maximum RPL allowed under course rules.

### Is FEE-HELP available for the masterclasses?

No. You will need to make the full payment upfront.

### Is there any assessment?

Yes, each masterclass contains an assessment item that requires you to *evaluate* the role and applicability of the topic/issue/innovation to your workplace or case organisation, *design a solution* to a current organisational problem using the topic material, present an *organisational discussion paper* that outlines the strategic implications of the topic issue/innovation – including recommendations, and/or *evidence your mastery* of a complex skill.

The assessment will mostly be completed during the Masterclass, although for some there will be some pre-work and submission required afterwards. This will be clearly detailed in the Masterclass description. You will need to successfully complete the assessment in order to apply for credit towards an elective unit.

### How do I enrol?

Enrol through the [Deakin MBA Masterclasses](#) website.

### How do the Masterclasses qualify me for credit?

After successfully completing the assessment, you will be given a Certificate of Completion by the Deakin Business School. Your credit will be automatically applied once two Masterclasses are completed.

### I'm doing the Graduate Certificate or the Graduate Diploma – can I take the Masterclasses for credit?

Yes. For the **Graduate Certificate and for the Graduate Diploma**, two Masterclasses will be eligible for credit towards one elective. A maximum of one elective can be completed in this way.

**How many masterclasses do I have to do/can I do for my MBA electives?**

You can do as many Masterclasses as you wish. However, there is a limit on how many qualify as credit towards your MBA/Grad Cert/Grad Dip.

You can achieve up to two electives in the MBA using four Masterclasses.

**What if I only do one Masterclass, and not two?**

You can choose to do any Masterclasses for interest – however completion of only one Masterclass will not be eligible for credit towards an elective in the MBA.

**Do I have to do two Masterclasses in one year?**

No. You can complete the Masterclasses at any time throughout your MBA, as long as you complete two Masterclasses before you are eligible to graduate.

**Do I have to attend all of the Masterclass sessions and complete the assessment?**

To be eligible for credit, you must achieve a Certificate of Completion. This means you will have to attend all sessions and pass the assessment for each Masterclass.

**Are the Masterclasses on weekends or at other times too?**

Masterclasses will be scheduled as a mix of weekend and weekday evenings. Details are provided in each Masterclass description. Some may run over three or four weeks, others may be an intensive single weekend offering.

**Can I do masterclasses if I'm completing an MBA specialisation?**

No. Specialisations in the MBA require the completion of four specified Deakin units therefore do not enable participation in the Masterclasses for credit.

**I am a Deakin postgraduate student but not in the MBA – am I able to complete these masterclasses?**

Yes, subject to places available, but these will not be eligible for credit in to your course.

**Do I need to purchase textbooks or any materials?**

No, all materials are provided as part of the Masterclass.

**Will there be pre-work to do, work to do in between the sessions, and work to do afterwards?**

The majority of the work will be completed as part of the Masterclass. There may be some pre-reading required, and some assessment submission afterwards. There will be an indication of the work required in each Masterclass description.

**What is the refund policy?**

If your plans change, let us know 30 days beforehand for a full refund. Cancellations received within 30 days but at least 10 days out from the masterclass commencing will receive a 50% refund. Cancellations within 10 days of a Masterclass commencing will receive no refund.

We may also cancel a Masterclass for administrative reasons. If so, a full refund will be provided.

**If the Masterclass is full, can I go on a waitlist?**

Yes

**How are the Masterclasses graded? Will I get a mark and a grade or just a pass/fail?**

The Deakin University Assessment Policy applies.

You will be required to *evaluate* the role and applicability of the topic/issue/innovation to your workplace or case organisation, *design a solution* to a current organisational problem using the topic material, present an *organisational discussion paper* that outlines the strategic implications of the topic issue/innovation – including recommendations, and/or *evidence your mastery* of a complex skill.

Assessors are experienced academics and industry practitioners with the relevant experience to assess submissions. Participants will receive a pass/fail grade.

Consistent with Deakin University Assessment Policy, we will provide options for special consideration if there is a factor that prevents you from completing the masterclass assessment. Failure to complete all aspects of the masterclass does not attract a refund.

**What if I miss one of the sessions, can I make it up?**

You must complete all required attendance and assessment requirements to successfully complete the masterclass and be eligible for credit toward an elective.

**Are the Masterclasses available in the Cloud?**

Not at this stage.