

Administrative and Commercial Management for organisations Programme

**An intensive 2 - year course leading to a National University Institute of Technology Graduate Diploma
DUT : Diplôme Universitaire de Technologie : 120 ECTS credits**

COURSES

- 48 weeks over 4 terms/ 2 years
- 12-week in-company training and research project
- Tutored projects and Business games

ASSESSMENT

- Continuous assessment + one week for class exams each semester.
- Assessment methods include written exams, oral presentations, essays, case studies, tutored projects.

- **A relevant degree** in response to changing economic, commercial and technological environment combined with a real practical focus.

- Strong links with industry
- Staff from business and academic background
- Special emphasis on IT
- An international focus
 - o TOEIC-preparation courses
 - o Language labs and multimedia facilities.
- Possible placements abroad
- A postgraduate International diploma open to DUT holders
 - o **DUETI** Diplôme d'Université d'Etudes Technologiques Internationales
 - o in one of our numerous partners-universities in the the UK, Spain, Germany, Ireland, Finland, Italy , Canada, South America.....

COURSE GOALS

- To train our students to be dynamic, employable and versatile professionals.
- To prepare Small Business Managers with Marketing, Management, IT , Accounting and
 - o language skills.

ENTRY REQUIREMENTS

Formal entrance qualification is required – the Baccalauréat or a university entrance examination as well as an assessment of academic transcripts over the last 2 years.

HOW TO CONTACT US

GACO ☎ : 33 (0)4 77 46 33 81/82 ✉ : iutgaco@univ-st-etienne.fr
Web site: <http://www.iut.univ-st-etienne.fr>

REGISTRATION PROCEDURE

Deadlines for submitting applications for ERASMUS students:

1st semester and full year: May 20th

2nd semester: October 20th

CAREER PROSPECTS


Main Areas

Marketing, Human Resources, Accounting, Administration, Communication

THE PROGRAMME

Lectures, tutorials and lab work: around 30 contact hours a week over a 12 week term.

The 2-year course spans **a broad range of areas** with various subjects such as **Economics**, Marketing, Law, Languages and Accounting. It also contains a significant emphasis on **Information Technology**

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