



Republic of the Philippines
IFUGAO STATE UNIVERSITY
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MEMORANDUM No. 21- 2011

TO : **DR. BEN LEE**
Dean, IFSU Cross-border Campus and
CEO – EDS
Penang, Malaysia

FROM : **SERAFIN L. NGOHAYON, Ph.D.**
President
This University

SUBJECT : **OFFERING OF MASTER OF ARTS IN BUSINESS
ADMINISTRATION UNDER THE CROSS-BORDER PROGRAM OF
THE UNIVERSITY**

DATE : May 31, 2011

1. In line with the university's vision to become Academic Centers of Excellence (ACE), you are hereby allowed to offer Master of Arts in Business Administration (MBA) under the cross-border program of the university there in Penang, Malaysia to accommodate interested students from Malaysia, Vietnam and other Asian countries;
2. In implementing the project, please be guided accordingly by the curriculum as approved by the Board of Trustees (BOT) of the Ifugao State College of Agriculture and Forestry (ISCAF) as per hereto attached curriculum and Board Resolution ;
3. The program implementation can be modified a little bit to suit the cross-border approach provided the content of the curriculum is sufficiently delivered and satisfied.
4. In order to graduate under this program, a student seeking transfer must be able to finish the required subjects in the curriculum through credit transfer or through actual enrolment of subjects offered.
5. Applicants who finished MBA in other institutions may apply for issuance of MBA degree from IFSU after the following conditions are met:
 - a. Submission of an official Diploma and Transcript of Records from the institution where they finished their MBA;
 - b. Evaluation of the subjects finished and by the Evaluation Committee that said subjects are the same with the subjects required in the IFSU MBA program;
 - c. Enrollment of the student to the IFSU MBA degree for at least a semester with a minimum load of 3 subjects where they will be asked to undergo rigid interview and assessment by a committee formed for the purpose by IFSU and EDS Business School. This is to comply with the residency requirement of the program;
 - d. Payment of prescribed application fees, registration fees and all fiduciary fees;
 - e. Optional attendance to the graduation ceremony.
6. All other matters shall follow the MOA we have entered into for the implementation of cross-border programs.
7. Please be guided accordingly.