

# **FACULTY OF MANAGEMENT – THE LEON RECANATI GRADUATE SCHOOL OF BUSINESS ADMINISTRATION**

## ***Graduate Programs***

<http://recanati.tau.ac.il>

## ***Graduate Programs***

- Master of Business Administration (M.B.A.)
- Executive M.B.A.:<sup>1</sup>
  1. Executive M.B.A. of the Recanati School (in Hebrew)
  2. Kellogg-Recanati International Executive M.B.A. (in English)
- Master of Business Administration (M.B.A.) specializing in Financial Management
- Master of Health Administration (M.H.A.)
- Master of Science in Management Sciences (M.Sc.) in
  - Decisions and Operations Research
  - Technology and Information Systems Management
  - Organizational Behavior
  - Finance-Accounting
  - Marketing Management
- Postgraduate studies for those holding a master's degree.

## ***Registration***

---

1 Registration is at the secretariat of the program: Executive MBA – tel: 03-6409955; MBA – Finance Management – tel: 6408863.

<b>Program</b>	<b>Beginning of studies of the 2006/07 academic year</b>
<ul style="list-style-type: none"> <li>• Master of Business Administration (M.B.A.)</li> <li>• Master of Science in Management Sciences (M.Sc.) in <ul style="list-style-type: none"> <li>– Decisions and Operations Research</li> <li>– Technology and Information Systems Management</li> <li>– Finance – Accounting</li> </ul> </li> </ul>	Fall, Spring, Summer (subject to changes)
<ul style="list-style-type: none"> <li>• Marketing Management</li> <li>• Master of Science in Management Sciences (M.Sc.) in <ul style="list-style-type: none"> <li>– Organizational Behavior</li> </ul> </li> <li>• Postgraduate Studies</li> </ul>	Fall or Spring semester
<ul style="list-style-type: none"> <li>• Master of Health Administration (M.H.A.)</li> </ul>	Fall semester only

### ***Admission requirements***

Candidates must meet the general requirements of Tel Aviv University, including proficiency in Hebrew for those holding university degrees from abroad, as detailed in the General Admission Requirements section of this booklet. Candidates are eligible to apply to the graduate programs of the Faculty of Management if they have fulfilled the following conditions:

1. Hold a master's or higher degree
2. Hold a bachelor's degree with a minimum average grade of 75.
3. Hold a bachelor's degree that is substantially different from the bachelor's degree given by Tel Aviv University (such as B.Tech., B.Ed.), with a minimum average grade of 90 (details available from the Faculty's Admission Committee secretariat).
4. Holders of a bachelor's or master's degree granted by foreign universities or their representatives in Israel will be discussed by the Admissions Committee.
5. Have passed the GMAT (see below)

Admission will be considered on the basis of a formula that weights the grade of the degree the candidate

already holds and GMAT score (depending on the requirements of the program for which the candidate is applying). The grade obtained may be adjusted differently for candidates with degrees in different disciplines.

Any additions to or deviations from the above admission requirements for individual programs are given below. Moreover, the Faculty's Admissions Committee reserves the right to change or add requirements at its discretion. The Committee gives priority to candidates who have stated one of the Faculty's programs as a first choice.

### **GMAT**

All of the Faculty's programs require candidates to pass the GMAT, as detailed below. Exemption is given to those holding a D.M.D., Ph.D., or M.D. as well as a master's degree from a recognized institution for higher education in Israel with a minimum grade of 85 in engineering, the exact sciences (according to the departments of Tel Aviv University's Faculty of Exact Sciences), Economics, or Management Sciences.

Applications from holders of a master's degree in other areas with a substantial quantitative component will be considered by the Admissions Committee. Holders of a master's degree in other areas with an average of at least 85 are obliged to take the GMAT and obtain a score of at least 45 in the quantitative section. All the remaining applicants with a master's degree are required to meet the admissions threshold.

Registration forms and information on the GMAT are available at the Faculty's Admissions Committee secretariat and at Tel Aviv University's Registration and Admissions Center (tel: 6406333; office hours: Sunday-Thursday, 09:00-12:00), and at [www.mba.com](http://www.mba.com). Candidates are required to note (on Form No. 4 of the Information bulletin, section f) when they took the GMAT and whether they have the results. They must attach the original, official confirmation received from the USA or the confirmation given at the time of the test in Israel or present it at the Registration and Admissions Center for photocopying.

### ***Registration procedure***

	<b>Summer semester 2005/06</b>	<b>Fall semester 2006/07</b>	<b>Spring semester 2006/07</b>
Registration dates	Not yet determined	22.1.2006– 30.4.2006	1.11.2006– 30.11.2006
Last permitted GMAT date	Not yet determined	30.4.2006	30.11.2006
Last date for submitting university degree entitlements	Not yet determined	31.7.2006	3.12.2006

Deliberations on an applicant's file will begin only if it contains all the necessary documentation.

Unusual requests are to be submitted to the Faculty's Admissions Office, where each case will be discussed on its own merits. In such cases the admissions threshold is likely to be higher.

#### ***Prior knowledge***

Candidates are required to demonstrate prior knowledge in all or some of the following areas:

- Introduction to Information Technologies
- Mathematics for Business Administration
- Principles of Economics

Regulations governing proof of prior knowledge, details of the subjects included in the examinations testing prior knowledge, and the criteria for obtaining exemption appear in the Faculty's bulletin and on the Faculty's Internet site. Candidates may prove their prior knowledge in one of the following ways.

- a) On the basis of previous studies: according to the regulations governing exemption from courses. Information on the criteria for obtaining exemption can also be obtained from the Admissions Committee secretariat.
- b) By passing the exemption examinations (see examination schedule below). Candidates who have not yet submitted their applications may also take the exemption exams; the grades obtained will be

valid for two years only. Preparation for the exemption examinations will be the responsibility of the candidates: they may rely on their prior knowledge, independently study the material contained on the reading lists or take preparatory courses.

Interested candidates may register for exemption examination preparatory courses offered by the Faculty for which a separate fee is charged (details available from Michal Elias, Admissions Secretariat, Recanati Building, Room 237, tel: 6406333).

Examples of exemption examinations appear on the faculty of Management internet site.

***Exemption examination schedule***

<b>Examination subject</b>	<b>For the Fall semester 2006/07</b>	<b>For the Spring semester 2006/07</b>	<b>For the Summer semester 2006/07</b>
Mathematics for Business Administration	11.7.2006 20.8.2006	11.1.2007	31.5.2007
Introduction to Information Technologies	13.7.2006 22.8.2006	17.1.2007 18.1.2007	7.6.2007
Principles of Economics	17.7.2006 24.8.2006	21.1.2007	3.6.2007

Advanced registration and payment at the Faculty's admission secretariat within three working days prior to the examination is required. The manner of registration for the prior knowledge examination appears in Chapter 8 of the Faculty Bulletin (in Hebrew).

**English for Business Administration**

Students of all graduate programs are required to attain the level of eligibility for exemption in English for Business Administration. All students are required to pass an examination in English for Business Administration within the first year of their studies at the Faculty. The following may waive the exam:

- Candidates with a score of at least 25 on the verbal section of the GMAT.

- Candidates with an undergraduate degree from a recognized institution for higher education where the language of instruction is English.
- Candidates with a master's degree or higher from a recognized institution for higher education in Israel.
- Candidates with an M.D., D.M.D. or Ph.D.

A condition for this exemption is that no more than eight years have elapsed since the GMAT was taken or the degree was awarded. (This rule does not apply to those holding an M.D., D.M.D. or Ph. D.).

Dates for the examination in English for Business Administration in the 2006/07 academic year are: 5.10.06, 23.1.07, 6.6.07.

## **1231 Master of Business Administration — MBA**

### ***Purpose of the program***

The program aims to prepare students to fill managerial positions and make decisions under conditions of uncertainty. It provides students with various necessary tools such as ways of thinking, methods of analysis, work and research habits, and application principles that have been developed in the social sciences, mathematics, and management and assists them in developing diagnostic and analytical powers, judgment, and decision-making ability.

### ***Admission and registration***

See the section on graduate admissions. All candidates are required to pass the GMAT, with the exceptions listed above. Admission is conditional upon the following.

- (1) A weighting of the undergraduate degree grade with the GMAT score that meets the threshold set for the class to which the candidate is seeking admission.
- (2) Proof of prior knowledge in all of the following:
  - Introduction to Information Technologies
  - Principles of Economics
  - Mathematics for Business Administration

(See section on prior knowledge.)

Candidates who meet condition (1) above but have not yet met condition (2) will receive written notification of the subjects they still must complete. In any case, (1) and (2) are necessary conditions for commencing studies.

## **Executive M.B.A.**

The Faculty of Management's Executive M.B.A. program enables senior managers with substantial experience and a bachelor's degree to take a master's program in a concentrated form, without cutting themselves off from the work place. The Executive M.B.A. program may be taken in one of two tracks:

1. The Recanati Executive M.B.A. is substantially the same as the Faculty of Management's regular M.B.A. program, with additional elements designed to meet the special needs of its students:

- The students take all courses as a single group (cohort).
- Classes are concentrated into certain fixed days of the week.
- Studies take place in consecutive semesters.
- The students are sent by their organizations.
- Studies are oriented to general management, without specialization. Starting in the 2005/06 academic year, a set of courses in the management of arts and culture institutions will be offered.

2. The Kellogg-Recanti International Executive M.B.A. is a program conducted jointly with Northwestern University's Kellogg School of management in which:

- The students take all courses as a single group (cohort).
- The students are sent by their organizations.
- Studies are oriented to general management, without specialization.
- The program is conducted in English.

Further details and admission requirements may be obtained at: tel. 03-6409955; websites: [kr-emba.tau.ac.il](http://kr-emba.tau.ac.il) and [r-emba.tau.ac.il](http://r-emba.tau.ac.il). Registration is at the program offices: Faculty of Management, Recanati building, Rooms 221-226.

## **M.B.A. Specializing in Financial Management**

This program is designed for students with a bachelor's degree in accounting who have also completed an extra year of advanced studies in accounting at a recognized institution of higher education. It aims to prepare accountants for management positions with emphasis on financial management. The program enables its participants to study for an M.B.A. degree in a concentrated form without cutting themselves off from the work place. The program of studies follows that of the regular M.B.A. program, with certain special features:

1. The students take all courses as a single group (cohort).
2. Classes are concentrated into certain fixed days of the week, usually Thursday afternoon and Friday morning.
3. Students receive four semester units of credits in recognition of the courses they have taken in their extra year of advanced studies in accounting.
4. Studies are concentrated into two semesters, with the last course of integrative studies being held in the third semester. This year, the integrative studies take the form of a business simulation.
5. Admission requirements are: a bachelor's degree with a grade point average of at least 75; a diploma certifying a year of advanced accounting studies recognized by the Israel Auditors Council; a personal interview.

Further details and registration forms are available at the program offices: Faculty of Management, Recanati Building, Room 239, tel. 03-6408863.

## **1233 Master of Health Administration – M.H.A.**

### ***Purpose of the program***

Conducted jointly with Tel Aviv University's Sackler School of Medicine, this innovative program is a response to one of the main problems of Israel's healthcare system — the lack of trained senior management. Students learn to apply a broad range of management tools to the special problems of healthcare systems in general and Israel's system in particular.

### ***Duration of studies***

The maximum time allowed for completing the program is five years. Courses are concentrated into one day a week (Monday).

### ***Admission and registration***

Applications will be considered from:

1. Holders of a PhD or Mater's degree.
2. Holders of a Bachelor's degree with distinction from a recognized university in Israel in one of the following areas: nursing, physiotherapy, pharmacy, clinical communication, laboratory management, occupational therapy and clinical nutrition.
3. Holders of a Bachelor's degree with a grade point average of at least 75.

Group 3 applicants are required to pass the GMAT. It is recommended group 2 applicants take the GMAT to improve their chances of admissions.

Candidates are requested to submit details of their places of employment over the last five years.

### ***Prior knowledge***

Students will be required to demonstrate prior knowledge in the following subjects within the first years of their studies.

- English for Business Administration

(See section on graduate admissions requirements.)

## **Master of Science in Management Sciences – M.Sc.**

### ***Program tracks:***

- 1241 Decisions and Operations Research
- 1242 Technology and Information Systems Management
- 1243 Organizational Behavior
- 1244 Finance-Accounting
- 1245 Marketing Management

### ***Purpose of the programs***

The aim of the programs is to provide students with the maximum amount of formal scientific knowledge of the basic subjects related to the problems of business administration; to exploit to the maximum their prior knowledge of the scientific disciplines relevant to questions of management and business; to train students in the educated use of relevant scientific methods and modern techniques; to set up

interdisciplinary teams with a common interest in basic problems in the area of management and business. These programs are designed to prepare professionals in a specific area who understand the managerial problems in depth and will be able in the long term to be scientists and to fill key management positions in society and the economy.

As part of the Faculty's effort to reorganize its advanced studies, two alternative tracks of M.Sc. studies will be offered:

- A program without thesis, consisting of at least 28 semester units of courses, offering the student a measure of flexibility in the selection of courses.
- A program with thesis, requiring 28 semester units of courses and a written thesis, designed also for outstanding students planning to continue to doctoral studies.

The program of studies and list of courses are detailed in the faculty bulletin.

Note: The above applies to all M.Sc. programs, with the exception of the Organizational Behavior program (1243), which offers only the thesis track.

### ***Prior knowledge***

Students will be required to demonstrate prior knowledge in a number of areas (see requirements given under the heading “Prior Knowledge” in this section of the Faculty Bulletin in Hebrew and Internet site).

### ***Programs of study***

#### **1241 Decisions and Operations Research**

The program aims to prepare students for careers as professionals in the economy and for research and further studies towards higher degrees. Because of the interdisciplinary nature of the program, the tendency is to avoid established models and to adapt the studies of each student to his or her personal background and areas of interest. Students are encouraged to take advanced courses in the areas in which they have completed their undergraduate studies.

### ***Admission and registration***

Applications will be considered from those holding a bachelor's degree with a minimum grade of 72 or a graduate degree in economics, accounting, management, computer science, engineering, or the exact sciences (according to the departments of Tel Aviv University's Faculty of Exact Sciences). All

candidates are required to pass the GMAT, with the exceptions detailed above in the section on the GMAT, and meet the prior knowledge requirements. In special cases, applications will be considered from candidates who do not meet the above requirements.

## **1242 Technology and Information Systems Management**

The program aims to provide a theoretical and practical basis for designing, developing, implementing, and managing technology and knowledge-intensive systems. As the program also addresses the multidisciplinary facets, together with the technical facets, students are encouraged to take advanced courses in related areas, such as computer sciences, operations research, economics, organizational behavior, and engineering.

### ***Admission and registration***

See the section on admission requirements for graduate students. All candidates are required to pass the GMAT and meet the prior knowledge requirements, with the exceptions detailed above in the section on the GMAT. In special cases, applications will be considered from candidates who do not meet the above requirements. The Faculty's Admissions Committee also reserves the right to take into consideration in its deliberations the candidate's prior undergraduate or graduate performance and professional experience insofar as they relate to the area of information systems.

## **1243 Organizational Behavior**

### ***Purpose of the program***

The program aims to prepare office holders and expert consultants in the area of organizational behavior and management. Students concentrate on certain subjects according to their particular areas of interest, such as executive development, organizational consulting, managing human resources, general management and managerial behavior, and labor relations in organizations.

In addition to the registration form and Form No. 4, candidates are required to submit a one-page typewritten essay explaining why they wish to join the program, their future career plans, and how their studies will advance these plans. Candidates are also free to attach any material attesting to their achievements and professional experience (including references) to support their application.

### ***Admission and registration***

The program invites applications from those holding an undergraduate degree with a minimum grade of 80 and those holding a graduate degree. Candidates with an insufficient academic background will be required to take the appropriate preparatory courses at the beginning of their studies.

All candidates are required to pass the GMAT, as detailed in the section on the GMAT. Those holding a graduate degree from a recognized institution of higher learning in Israel are exempt from the GMAT.

In special cases the admissions committee will consider general GRE or GRE advanced scores.

When considering applications, attention is paid to overall academic performance as well as to the relevance of prior studies to the area of organizational behavior, academic performance in related courses, relevant professional experience, and the GMAT score.

#### **1244 Finance – Accounting**

##### ***Purpose of the program***

The program aims to prepare students for management and staff positions in the finance-banking sector, for positions in the area of financial management and firm auditing, and for research and advanced studies. Students concentrate on various subjects such as the capital market, firm financing, banking, accounting, and applications of decision theory to financing.

##### ***Admission and registration***

The program invites applications from those holding a bachelor's degree with a minimum grade of 75 or those holding a graduate degree in economics, accounting, management, agricultural economics, engineering, or the exact sciences (according to the departments of Tel Aviv University's Faculty of Exact Sciences). All candidates are required to pass the GMAT, with the exceptions detailed above in the section on the GMAT. In special cases, applications will be considered from candidates with undergraduate backgrounds different from the above. Such candidates may have to meet additional requirements.

#### **1245 Marketing Management**

##### ***Purpose of the program***

The program aims to attract students planning careers in the various practical areas of marketing, in consulting or in research, as well as those wishing to broaden their knowledge in particular areas of marketing, including

problems of the firm competing in the market, customer management, brand management, advertising and sales promotion.

### ***Admissions***

The requirements for admission to the program are as follows:

1. Candidates must have a bachelor's degree with a final grade point average of not less than 75 or a higher degree.
2. With the exception of those listed in the section on the GMAT, all candidates must pass the GMAT.
3. Candidates must provide proof of prior knowledge in each of the following subjects:
  - Introduction to Information Technologies
  - Introduction to Economics
  - Mathematics for Business Administration

In considering applications, the Admissions Committee may take into account the candidate's undergraduate or graduate studies relevant to the area of marketing management and relevant previous professional experience.

### **1232 Postgraduate studies for those holding a master's degree**

#### ***Purpose of the program***

The program aims to enable those holding an M.B.A or other master's degree related to the area of management to continue their studies in order to broaden and update their knowledge of issues concerned with the academic content of business administration. The program consists of at least eight semester units of courses and seminars. Graduates receive a diploma attesting to their participation in the program and their area of specialization. The areas of specialization offered are management and organizational behavior, finance-accounting, banking, marketing, technology and information systems, and healthcare systems administration.

#### ***Admission and registration***

The program invites applications from those holding an M.B.A. or master's degree in a related area with a minimum grade of 75. **Candidates are required to note on the application form the area in which they wish to specialize.**