



## GMBS Academic & Quality Assurance Calendar

This document defines the official academic and quality assurance calendar for the Global Management Business School (GMBS) for the academic year. It applies to all programmes – MBA, PhD, and DBA – and aligns with the Malta Further and Higher Education Authority (MFHEA) standards and the ESG 2015 framework for quality assurance.

### 1. Academic Structure Overview

| Programme | Duration  | Mode                    | Enrolment Model                        | Assessment                           |
|-----------|-----------|-------------------------|----------------------------------------|--------------------------------------|
| MBA       | 18 months | Online Modular          | Continuous (Sept / Jan / Apr intakes)  | Online exams and projects per module |
| PhD       | 36 months | Online Research         | Continuous (individual research start) | Annual progress reviews & viva voce  |
| DBA       | 36 months | Online Applied Research | Continuous (individual research start) | Annual progress reviews & viva voce  |

### 2. Academic Year Framework

The GMBS academic year runs from 1 September to 31 August. Teaching and research activities follow a continuous enrolment model, allowing students to start in September, January, or April. While individual learning schedules vary, the institutional quality assurance cycle remains fixed. PhD and DBA students are enrolled on a continuous basis and follow individual 36-month research plans. Each student undergoes systematic evaluations at the milestones above. The final Viva Voce defences are organised twice a year (April–June and September–December), depending on the student's start date, to accommodate candidates completing at different points in the academic cycle.

| Period               | Activities                                                                                                                                                   | Notes                                                                                            |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| September – December | <ul style="list-style-type: none"><li>Autumn academic period. Start of the Autumn MBA intake (1–15 September).</li><li>Modular teaching and online</li></ul> | <ul style="list-style-type: none"><li>Academic Board &amp; Scientific Council meetings</li></ul> |

|                 |                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                               |
|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                 | <p>assessments continue across all programmes.</p> <ul style="list-style-type: none"> <li>• Continuous PhD/DBA enrolment and research supervision.</li> <li>• Final Viva Voce Defence</li> </ul>                                                                                                           |                                                                                                                                                                                               |
| January – March | <ul style="list-style-type: none"> <li>• Winter academic period. Start of the Winter MBA intake (1–15 January).</li> <li>• Ongoing teaching in modular cycles; online assessments at the end of each module.</li> <li>• Continuous PhD/DBA research supervision.</li> <li>• MBA thesis defences</li> </ul> | <ul style="list-style-type: none"> <li>• Quality monitoring, student feedback collection (November) summarising Autumn modules.</li> </ul>                                                    |
| April – June    | <ul style="list-style-type: none"> <li>• Spring academic period. Start of the Spring MBA intake (1–15 April).</li> <li>• Ongoing modular teaching and assessments.</li> <li>• MBA thesis defences.</li> <li>• PhD/DBA progress reviews.</li> <li>• Final Viva Voce Defence.</li> </ul>                     | <ul style="list-style-type: none"> <li>• Accreditation Council quality assessment by 30 April.</li> <li>• Student feedback collection (May).</li> </ul>                                       |
| July – August   | <ul style="list-style-type: none"> <li>• Summer period – no teaching. Period dedicated to internal quality processes, audits, and planning.</li> </ul>                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Internal audits, staff development.</li> <li>• Preparation of the Annual Institutional Report, and Management.</li> <li>• Review of IQMS.</li> </ul> |



### 3. Programme Details

#### 3.1 MBA Programme (Modular Online)

The MBA is delivered fully online in modular form. Each module lasts 6 weeks of instruction followed by a 1-week online assessment. Students may enrol continuously throughout the year. All module assessments are completed online. Final thesis defences are organised twice yearly (June and January).

#### 3.2 PhD Programme (Research-Based)

The PhD programme follows a research-based structure with continuous enrolment. Each student follows a 36-month individual research plan including literature review, research design, data collection, and thesis writing. Doctoral students are evaluated through annual progress reviews, a written dissertation examination within 18 months, and a final Viva Voce defence at the end of the third year.

#### 3.3 DBA Programme (Applied Research)

The DBA is an applied research doctorate integrating academic study with professional practice. DBA students are subject to the same academic regulations and evaluation procedures as PhD candidates, including annual progress reviews, the written dissertation examination within 18 months, and the final Viva Voce defence at the end of the third year.

### 4. Quality Assurance & Governance Cycle

The following institutional quality assurance processes apply equally to all GMBS programmes. They ensure continuous quality monitoring, stakeholder feedback, and systematic improvement in line with MFHEA standards.

| Activity                                 | Frequency    | Responsible                                 | Timing              |
|------------------------------------------|--------------|---------------------------------------------|---------------------|
| Internal Audit (IQA)                     | Twice yearly | Vice-Rector for Quality & Internal Auditors | December, June      |
| Programme Review                         | Twice yearly | Head of Programmes                          | October, April      |
| Accreditation Council Quality Assessment | Annually     | Accreditation Council                       | By 30 April         |
| Quality Board Meeting                    | Twice yearly | Quality Board                               | November, May/June  |
| Student & Graduate Feedback              | Twice yearly | QA Office                                   | November, May       |
| Scientific Council Meeting               | Twice yearly | Scientific Council                          | February, September |
| Academic Board                           | Twice yearly | Academic Board                              | September, March    |



|                                   |          |                           |        |
|-----------------------------------|----------|---------------------------|--------|
| Meeting                           |          |                           |        |
| Management Review of IQMS         | Annually | Vice-Rector for Quality   | August |
| Annual Institutional Report (AIR) | Annually | Executive Board           | July   |
| Staff Development Week            | Annually | HR & Academic Development | August |

### 5. Academic Breaks

| Break                   | Duration                | Notes                                                          |
|-------------------------|-------------------------|----------------------------------------------------------------|
| Christmas Break         | 21 December – 5 January | No teaching or assessment activities                           |
| Summer Break            | 1 July – 31 August      | No teaching; internal QA, audits, planning, and staff training |
| Short Module Gaps (MBA) | 1 week between modules  | Used for preparation and administration                        |

### 6. Validation & Publication

This calendar is approved annually by the GMBS Academic Board and verified by the Quality Board prior to publication. Revisions are proposed by the Vice-Rector for Quality and approved by the Rector.