



Catalog

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Page 1 of 82

IBECAM UNIVERSITY CATALOG

Contents

IBECAM University	6
About IBECAM University	6
Mission	6
Vision	6
Objectives	6
Statement of Purpose	7
Values	7
Governance	7
Licensing Status	7
Title IX Non-Discrimination Statement	7
Equal Opportunity and Affirmative Action Policy	7
Americans with Disability Act	8
FERPA	8
Physical Facilities	9
Campus Security, Safety, and Parking	9
Hours of Operation	9
Classes	9
Office Hours	9
Digital Library Resource Center	9
Academic Calendar 2026	10
Bachelor’s Programs	10
Master’s Programs	10
Spring Break	10
Federal Holidays to Observe 2026	10
Programs Offered	11
Course Numbering Structure	11
Undergraduate Programs	12
Bachelor of Science in Software Engineering.....	12
Bachelor of Science in Business Administration.....	24
Graduate Programs	36
Master of Science in Project Management.....	36
Master of Science in Financial Risk Management.....	41
Admissions	46

Admission Policy	46
Admissions Under Probationary Status	47
Transfer Students / Course Transfer	47
Re-Admission	48
Submitting Academic Information	48
Applicants with Foreign Credentials	48
Course Selection - Academic Registration	49
Add/Drop Period	49
Admissions Procedure	49
Requirements	49
Bachelor degrees	49
Master’s degrees	50
Tuition and Fees	50
Tuition	50
Non-Tuition Fees	51
Enrollment Agreement	51
Academic Department	52
Credit Hours / Conversion of Clock Hours	52
Academic Load	52
Academic Advisement	52
Syllabus	52
Academic Policies	53
Attendance.....	53
Class Discussions/Participation.....	53
Absences	53
Withdrawal	54
Change of Program.....	54
Testing	54
Grading.....	54
Grading Scale.....	55
Grade Appeal	55
Late Assignments Policy	56
Academic Integrity	56
Procedures for Handling Cheating and Plagiarism.....	57
Repeating Courses	57
Time Limitation	58

Satisfactory Academic Progress.....	58
Academic Probation.....	58
Academic Dismissal	59
Academic Re-Admittance Policy.....	59
Graduation	59
Course Cancellation.....	59
University Interruption	60
Transcripts	60
Online Learning Model	61
LMS Platform	61
Security details of the LMS platform	61
Distribution of Materials	62
Attendance Policy for Online Classes	62
Academic Support	62
Digital Library	63
Access to Digital Library	63
Equipment and supplies needed. Technical specifications and recommendations	63
Technical support	64
Finance Department	65
Financial Assistance	65
How to apply for Financial Assistance.....	66
Reduction of tuition or fees	66
Payment Methods	67
Late Payment	67
Refund Policy	67
Cancellation Refund Policy.....	67
Add/Drop and Refund Policy.....	68
Termination or Cancellation by Institution	69
Student Services	70
Counseling	70
General Counseling	70
Academic Orientation.....	70
Career Services	70
Privacy of Students Records	70
Students' Right to Know	72
Equal Opportunity	72

Students with Disabilities Policy	72
Students' Rights	72
Student Complaint and Grievance Procedures	73
Students' Responsibilities	74
Student Code of Conduct	74
Academic Behavior	75
Professional Behavior	75
Email and Internet Policy	76
Drug Policy	76
Harassment	76
Anti-Hazing	76
Falsifying Records and official Documents	77
Intellectual Property Policy / Copyright Infringement Policy	77
Disciplinary Standings	77
Good Standing	77
Warning	77
Disciplinary Probation.....	77
Suspension.....	78
Administration	79
Faculty List	79

IBECAM University

About IBECAM University

IBEROAMERICANA EDUCATION, LLC, d.b.a. IBECAM University, is a private post-secondary institution established in Miami, Florida, by its parent company Universidad Iberoamericana del Ecuador (UNIB.E).

The Universidad Iberoamericana del Ecuador (UNIB.E), established in Ecuador in 2005, offers undergraduate and graduate programs in the areas of Education, Health Sciences, Law, IT, Computer and Audiovisual Technologies, with a focus on innovation and entrepreneurship. It aims to develop professionals who are dedicated to contributing to sustainable societal development through a humanistic approach.

In 2024, as a step in its international growth strategy and dedication to quality education, UNIB.E aimed to establish IBEROAMERICANA EDUCATION, LLC, doing business as IBECAM University. This initiative is designed to provide Bachelor's and Master's degree programs in Business Administration, Finance, Project Management, and Software Engineering to residents of Florida.

IBECAM University aims to train professionals and leaders with critical thinking, problem-solving abilities, and a strong ethical foundation to fulfill the evolving demands and standards of the job market.

Mission

Our mission is to offer high quality education that integrates artificial intelligence and technology into our curricula to develop ethical and competent professionals. We foster an inclusive learning environment that promotes innovation, critical thinking and social engagement, preparing our students to lead change and successfully face the challenges of the future.

Vision

By the year 2030, our university will be recognized as a global referent in higher education, standing out for our commitment to academic quality and innovation in the field of artificial intelligence and technology. We will be pioneers in training professionals of integrity, capable of leading social and technological transformations, guided by ethical values and a deep social responsibility. Our academic community will be characterized by interdisciplinary collaboration and continuous learning, driving a positive impact on society and contributing to sustainable development locally and globally.

Objectives

- Develop and implement effective teaching methods and provide academic support resources to enhance students' academic performance.
- Offer effective academic support and counseling services to increase student retention and successful graduation rates.
- Promote research initiatives to further knowledge and innovation within the university's fields of expertise.

Statement of Purpose

IBECAM University aims to provide students with the knowledge and non-cognitive skills necessary for developing their human potential and professional advancement. The institution is committed to fostering critical thinking, problem-solving abilities, and a strong work ethic.

Values

- Academic Excellence
- Innovation and Technology
- Ethics
- Critical Thinking
- Leadership
- Social Responsibility.

Governance

IBECAM University is a d.b.a. of Iberoamericana Education LLC, an active limited liability company incorporated in the State of Florida. IBECAM University is owned by Dr. Diego N. Castro.

Licensing Status

IBECAM University is licensed by the Commission for Independent Education, Florida Department of Education, ID#13138.

Additional information regarding this institution may be obtained by contacting The Commission for Independent Education at 325 West Gaines Street, Suite 1414, Tallahassee, Fla. 32399-0400, toll free number 888-224-6684.

Title IX Non-Discrimination Statement

Title IX of the Educational Amendments of 1972 prohibits discrimination on the basis of sex in educational activities. IBECAM University will promptly address any complaints or reports of prohibited conduct with actions aimed at stopping the behavior, eliminating any discrimination, preventing the recurrence of the prohibited conduct, and correcting any adverse effect of the prohibited conduct on any University-related activities.

Equal Opportunity and Affirmative Action Policy

IBECAM University is an equal opportunity institution, consistent with Federal Policy no person shall, on grounds of race, creed, color, handicap, national origin, sex, age, political affiliation, sexual orientation, marital status, or belief, be excluded from any training, or be subjected to discrimination in any hiring practice or activity of the institution.

Americans with Disability Act

IBECAM University does not discriminate against any student with special needs and/or conditions and complies with the Rehabilitation Act of 1973 (section 504) requiring that no qualified handicapped person will be excluded due to a disability from enrolling in a course of instruction. Students must disclose special needs to the Admissions Director at time of enrollment if they wish to avail themselves of special accommodation.

FERPA

The Family Education Rights and Privacy Act of 1974, also known as the Buckley Amendment, protects the privacy of student records. The Act provides for the right to inspect and review educational records, the right to seek to amend those records and to limit disclosure of information from the records.

Physical Facilities

IBECAM University's online campus is located at 2850 S Douglas Rd Suite #304, Coral Gables, FL 33134. This prominent corner office sits in the heart of Coral Gables' business district—just a 10-minute drive south of Miami International Airport and steps away from Douglas Road (State Road 953). It's easily reachable via US-1, the Palmetto Expressway, and the Granada Bridge. Coral Gables—known as the "City Beautiful"—blends historic architecture, world-class dining and retail, and a dynamic professional scene anchored by the University of Miami, Fortune 500 offices, innovative startups, and boutique firms.

The top-notch facility provides 1,547 square feet of private space that accommodates 3 private offices, and a huge open workspace that can accommodate numerous workstations and a flexible layout for the exclusive use of IBECAM University. This private space is a safe and secure environment where only the university personnel have access thanks to dedicated keys and access fobs to ensure proper security of important documentation, such as secured cabinets (with individual locks and keys) for storing students and faculty files.

IBECAM University has access to common spaces and professional services such as spacious reception, meeting rooms, video conference room, lounge, open kitchen area, restrooms, administrative support, technological assistance, security, and parking on the premises. The offices have high-speed Internet access.

The physical facilities at IBECAM University offer a comfortable workspace for administrators, equipped with desks, computers, and other essential equipment. Ample space is available for file storage and administrative materials. Additionally, there are meeting rooms for staff discussions or virtual meetings; should an online student decide to visit the university in person, meeting rooms and co-working spaces are readily available, as well as parking spaces.

Campus Security, Safety, and Parking

IBECAM University operates within a new and high-tech building located in an area considered premium and safe due to its location, Coral Gables, with private security 24/7 and regularly patrolling police; the area around the building is home to a variety of corporations specializing in everything from medical to multinational corporations.

The building itself has multiple security systems, such as cameras, sensors, access control, and assigned parking spaces. The parking lot also has a 24/7 surveillance system.

Hours of Operation

Classes

Monday through Friday 8:00am - 6:00pm

Office Hours

Monday through Friday 9:00am - 5:00pm

Digital Library Resource Center

Monday through Friday 9:00am - 5:00pm

Technical Support 24/7 (Remote access).

Academic Calendar 2026

Bachelor's Programs

- **Spring Term:** January 5th, 2026 - April 26th, 2026.
- **Summer Term:** May 4th, 2026 - August 23rd, 2026.
- **Fall Term:** August 31st, 20206 - December 20th, 2026.

Master's Programs

- **Spring Term:** January 12th, 2026 - April 19th, 2026.
- **Summer Term:** May 4th, 2026 - August 9th, 2026.
- **Fall Term:** August 31st, 20206 - December 6th, 2026.

Spring Break

- April 27th, 2026 - May 3rd, 2026.

Federal Holidays to Observe 2026

New Year's Day	January 1 st , 2026
Martin Luther King Day	January 19 th , 2026
Presidents' Day	February 16 th , 2026
Memorial Day	May 25 th , 2026
Juneteenth	June 19 th , 2026
Independence Day	July 4 th , 2026
Labor Day	September 7 th , 2026
Columbus Day	October 12 th , 2026
Veterans Day	November 11 th , 2026
Thanksgiving Day	November 26 th , 2026
Christmas Day	December 25 th , 2026.

Programs Offered

- Bachelor of Science (BS) in Software Engineering.
- Bachelor of Science (BS) in Business Administration.
- Master's degree (MS) in Project Management.
- Master's degree (MS) in Financial Risk Management.

Course Numbering Structure

IBECAM University has adopted its own 5-digit course numbering system.

The course numbers are based on the series established by the university and are not related to the Florida's Statewide Course Numbering System.

The series that follow indicate the level of the course:

- Series beginning with 10000 to 40000 are used for undergraduate courses, in order of increasing complexity.
- Series beginning with 50000 to 60000 are used for graduate (Master's) courses.

Undergraduate Programs

Bachelor of Science in Software Engineering

Program Objective

The Bachelor of Science in Software Engineering introduces concepts upon which information systems are founded and analyzes them as solutions to real-world problems. The curriculum provides students with the critical skills and knowledge needed to direct and control the design, planning and management of information infrastructures in professional settings. This degree program addresses the workplace need for professionals with information systems management and development expertise.

Program Learning Outcomes

Upon completion of the program, students will be able to:

- Define and analyze information system requirements.
- Design, implement, and administer effective information technology solutions based on requirements.
- Identify and apply information technology methods used to protect confidentiality, integrity, and availability of information and its delivery.
- Identify and incorporate relevant professional, ethical, legal, and social issues in a technology environment.

Program Description

The Bachelor of Science in Software Engineering program at IBECAM University is designed to prepare students for entry-level positions in this fast-growing field. Students learn the theoretical foundation of software development and gain a solid understanding of the practical aspects and competencies required by the industry.

Program Duration

120 credit hours.

Admission Requirements

Prospect students must comply with the admissions requirements as stated in this catalog under the admission section.

Language and Delivery Method

This program is offered in Spanish and online.

Completing a Course or Program in a Language Other Than English May Reduce Employability Where English is Required

General Degree Requirements for the Bachelor of Science in Software Engineering

Students must comply with the following requirements:

- a) The satisfactory completion of all required academic courses and coursework, as follows:
 - General Education Courses 30 credit hours.
 - Major Courses 90 credit hours.
- b) A cumulative grade point average of no less than 2.0.
- c) A grade of "C" (2.0 points) or higher in all major courses.

d) Good standing in the program, i.e., no disciplinary action pending or academic probation.

Credential Granted Upon Completion

Upon successful completion of the program students receive a Bachelor of Science Degree in Software Engineering.

Courses

Course Number	Course Title	Credit Hours
GENERAL EDUCATION COURSES (30 Credit Hours)		
11500	Introduction to Computer Science	3
11031	Oral Communication	3
11101	English Composition	3
11210	Technical Writing	3
11001	Introduction to Environmental Science	3
11020	Introduction to Humanities	3
11105	Algebra	3
11130	Mathematical Reasoning	3
11103	Critical Thinking	3
11012	Introduction to Psychology	3
MAJOR COURSES (90 Credit Hours)		
Course Number	Course Title	Credit Hours
22540	Database Concepts	3
22006	Programming I	3
22671	Introduction to Mobile App Programming	3
22311	Calculus I	3
22312	Calculus II	3
22313	Analytic Geometry and Calculus III	3
22048	General Physics I	3
22049	General Physics II	3
22023	Statistics and Probability	3
22122	Applied Statistics	3

33104	Computer Organization and Assembly Language Programming	3
33199	Digital Systems & Architecture	3
33031	Software Engineering Fundamentals	3
33073	Requirements Engineering and Analysis	3
33078	Computer Security	3
33003	Programming II	3
33350	Systems Administration	3
33530	Data Structures & Algorithms	3
33400	Design & Analysis of Algorithms	3
33107	Discrete Mathematics	3
44601	Artificial Intelligence Techniques	3
44026	Software Maintenance & Evolution	3
44065	Software Architecture & Design	3
44072	Software Testing	3
44083	Introduction to Cloud Computing	3
44721	Human Computer Interaction	3
44910	Senior Software Engineering Project I	3
44911	Senior Software Engineering Project II	3
44610	Operating Systems	3
44710	Database Design	3

	Total Credit Hours:	120
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GENERAL EDUCATION COURSES (30 Credit Hours)

11500 Introduction to Computer Science

This course covers fundamental computing concepts, including discrete models, computer architecture and organization, operating systems, programming languages, software design and construction, as well as performance evaluation, with an emphasis on programming.

Pre-Requisites: None

Credit Hours: 3.

11031 Oral Communication

In this introductory course, students will learn the basic principles of oral communication, the elements of non-verbal language, and oral communication techniques as an essential tool in their professional training.

Pre-Requisites: None.

Credit Hours: 3.

11101 English Composition

Introduces students to the writing, reading, research, and critical thinking skills required for college writing. It will emphasize the importance of effective written communication in personal and professional contexts and provides the tools to identify effective strategies through critical analysis of written works, including strategies for planning, drafting, revising, and editing.

Pre-Requisites: None

Credit Hours: 3.

11210 Technical Writing

This course familiarizes students with the standards of professional writing and the role of technology and media in business communication. Students will refine their writing abilities while studying audience analysis, persuasive techniques, ethics, and teamwork. They will practice traditional business communication through memos, job-related correspondence, reports, and proposals, and enhance their skills in document layout, graphic utilization, and oral presentations.

Pre-Requisites: None.

Credit Hours: 3.

11001 Introduction to Environmental Science

The course focuses on imparting scientific knowledge within a global framework, covering environmental aspects such as nutrient cycling, pollution, desertification, climate change, energy, water resources, and biodiversity loss.

Pre-Requisites: None.

Credit Hours: 3.

11020 Introduction to Humanities

This course provides an interdisciplinary overview of human self-perception and worldviews explored through literature, philosophy, religion, music, and the arts.

Pre-Requisites: None.

Credits: 3.

11105 Algebra

The course covers a range of topics including algebraic equations and inequalities, the concept of a function and its associated subjects. It highlights the features of polynomial, rational, exponential, and logarithmic functions, along with their properties and graphical representations. The curriculum also delves into absolute value and radical functions, as well as composite and inverse functions.

Pre-requisites: None.

Credit Hours: 3.

11130 Mathematical Reasoning

This course aims to enhance students' critical thinking and significantly improve their problem-solving abilities through innovative thought processes and the practical and efficient application of mathematical concepts, models, and reasoning in contextual situations.

Pre-requisites: None.

Credit Hours: 3.

11103 Critical Thinking

This course aims to develop strategies for learning to think and thinking to learn. Through diverse methods and resources, students are encouraged to challenge their thoughts and modes of expression, scrutinizing the intentions, meanings, and the connections to their beliefs. Students sharpen their abilities at analyzing, evaluating, and constructing arguments.

Pre-Requisites: None.

Credit Hours: 3.

11012 Introductory Psychology

This course covers the psychological principles that underpin fundamental processes such as sensation, perception, cognition, learning, memory, lifespan development, social behavior, personality, abnormal behavior, and psychotherapy.

Pre-Requisites: None.

Credit Hours: 3.

MAJOR COURSES (90 Credit Hours)

22540 Database Concepts

An introductory course to database systems with emphasis on the concept of information as a vital corporate resource and the significance of its management. The curriculum includes comparing databases with traditional file systems, exploring fundamental database concepts, an introduction to Structured Query Language (SQL), elementary database modeling with entity-relationship diagrams, database normalization, design, and administration.

Pre-requisites: None.

Credit Hours: 3.

22006 Programming I

This course provides an in-depth exploration of the fundamental concepts of computer programming and problem-solving techniques, utilizing a contemporary programming language and focusing on the principles of good programming style.

Pre-Requisites: 11500.

Credit Hours: 3.

22671 Introduction to Mobile App Programming

This course offers in-depth experience in developing hybrid mobile applications for widely-used platforms on contemporary mobile devices. Students will receive detailed tutorials that encompass hardware capabilities and constraints, the development environment, and the communications infrastructure used.

Pre-Requisites: 22006.

Credit Hours: 3.

22311 Calculus I

This course covers the study of functions and their graphs, limits, and continuity, as well as the derivatives of algebraic and trigonometric functions using the chain rule, has applications in finding maxima and minima, and in solving problems related to rates of change.

Pre-requisites: 11105.

Credit Hours: 3.

22312 Calculus II

The Calculus II course will encompass a range of techniques and applications of integration, as well as exponential and logarithmic functions, parametric equations, and the study of infinite sequences and series.

Pre-requisites: 22311.

Credit Hours: 3.

22313 Analytic Geometry and Calculus III

This course covers a range of advanced topics, including vectors in the plane and three-dimensional space, various aspects of plane and solid analytic geometry, space curves, tangential and normal components of acceleration, directional derivatives, and the gradient, tangent and normal to surfaces. It also delves into the extrema of multivariable functions, Lagrange multipliers, as well as double and triple integrals, and integration in cylindrical and spherical coordinates. The course places a strong emphasis on conceptual understanding and the modeling of physical phenomena.

Pre-Requisites: 22312.

Credit Hours: 3

22048 General Physics I

This first general physics course includes a sequence of topics such as mechanics, wave motion, sound, thermodynamics, geometrical and physical optics, electricity, and magnetism. The course integrates critical thinking, analytical skills, and real-world application.

Pre-Requisites: 22311.

Credit Hours: 3.

22049 General Physics II

This course is a continuation of the physics concepts introduced in 22048, General Physics I. The major topics covered in this course include electricity and magnetism, electrical and magnetic properties of matter, DC and AC circuits, electromagnetic induction, electromagnetic waves, geometric and wave optics, and selected topics in atomic and nuclear physics, as well as quantum theory.

Pre-Requisites: 22048.

Credit Hours: 3.

22023 Statistics and Probability

This course includes a survey of descriptive and inferential statistical methods and graphs, frequency distributions, sampling methods, probability concepts, random variables, confidence intervals, hypothesis testing, sampling, types of distributions, correlation and regression analyses are also covered.

Pre-Requisites: 11105.

Credit Hours: 3.

22122 Applied Statistics

The course provides a more in-depth study of statistics. It covers summarization of data, sample mean and standard deviation, probability, probability distributions, normal distributions, sampling variation, confidence intervals, hypothesis testing, one-way and two-way analysis of variance, correlation, simple and multiple regression, contingency tables and chi-square tests, non-parametric statistics. The course will emphasize understanding of data and interpretation of statistical analyses.

Pre-Requisites: 22023.

Credit Hours: 3.

33104 Computer Organization and Assembly Language Programming

This course covers the fundamental concepts of computer organization through the use of a computer platform or simulator, along with the associated assembly language. Topics encompass Boolean algebra, logic gates, registers, memory models, CPU architecture, elementary assembly instructions, procedures, stack frames, and the management of interrupts.

Pre-Requisites: 22048.

Credit Hours: 3.

33199 Digital Systems & Architecture

The course encompasses the design and implementation of data paths, controllers, memory systems, and registers within digital systems. It explores elements of both traditional and contemporary computer architecture. Key design subjects include finite state machines, logic gates, and Boolean algebra.

Pre-Requisites: 22006.

Credit Hours: 3.

33031 Software Engineering Fundamentals

In this course, the stages of the software engineering process are studied and applied to the development of a substantial computer application using object-oriented design. These stages encompass requirements, design, prototyping, implementation, documentation, testing, code reviews, maintenance, and enhancements. Tools and strategies for use at various stages are explored, including those for managing large amounts of code.

Pre-Requisites: 33530.

Credit Hours: 3.

33073 Requirements Engineering and Analysis

This course encompasses the analysis of software requirements and the examination of tools and techniques in requirements engineering. It involves elicitation, collection, formalization, specification, and validation of requirements.

Pre-Requisites: 22023, 33031.

Credit Hours: 3.

33078 Computer Security

This course delves into the fundamentals of computer security, examining threats, vulnerabilities, and the attacks that exploit them. It will explore prevention and mitigation strategies, ranging from threat modeling and integrating security into design, to penetration testing and more. Special focus will be placed on implementing security at various stages of the software development lifecycle, including security assessments.

Pre-Requisites: 33003.

Credit Hours: 3.

33003 Programming II

Throughout this course, students will build upon the knowledge and skills acquired from introductory programming courses. The curriculum covers a range of topics such as modularity, object-oriented principles, error handling with exceptions, use of generics/templates, dynamic constructs, and comprehensive memory management including pointer arithmetic, parameter passing, dereferencing, as well as the application of APIs, frameworks, libraries, and packages. Additionally, students will gain experience with relevant programming environments and tools within the scope of software engineering.

Pre-Requisites: 22006.

Credit Hours: 3.

33350 Systems Administration

The course will delve into the basics of Unix/Linux operating systems, encompassing both administrative and programming standpoints. It will address various topics such as different distributions, the command-line interface, file systems, process management, basic utilities, shell programming, as well as networking and security features.

Pre-Requisites: 22006.

Credit Hours: 3.

33530 Data Structures & Algorithms

The exploration of data structure design, implementation, application, and analysis is presented. Abstract Data Types (ADTs) are introduced with a focus on the use of interfaces. Covered topics include stacks, queues, linked lists, and trees. Additionally, recursion is examined, Big O notation is introduced, and the computational complexity of various searching and sorting algorithms is analyzed.

Pre-Requisites: 33003.

Credit Hours: 3.

33400 Design & Analysis of Algorithms

This course delves into the design, implementation, analysis, and application of various computer algorithms. It employs function order of growth and amortized analysis for algorithm evaluation. Additionally, it includes a review and expansion of data structure topics, such as trees and graphs. The course also examines algorithm design strategies, including divide-and-conquer, the greedy method, and dynamic programming.

Pre-Requisites: 33530.

Credit Hours: 3.

33107 Discrete Mathematics

This course is an introduction to the concepts of discrete mathematics used by computer scientists. Topics include symbolic logic and Boolean algebra, propositional and predicate calculus, sets, functions, and relations, principles of enumeration and counting, an overview of graphs, trees, spanning trees, algorithms for shortest paths and matching, finite state automata, and Turing machines.

Pre-Requisites: 22311.

Credit Hours: 3.

44601 Artificial Intelligence Techniques

This introductory course in artificial intelligence (AI) aims to provide students with a comprehensive understanding of the field. The curriculum covers a range of topics, including problem-solving, knowledge and reasoning, logical action, managing uncertain knowledge and reasoning, as well as learning, communication, perception, and action. The course also places AI within a historical and philosophical framework.

Pre-Requisites: 33530.

Credit Hours: 3.

44026 Software Maintenance & Evolution

This course provides an introduction to the processes, methods, techniques, and tools involved in software maintenance and evolution. Covered topics encompass concept location, change management and implementation, impact analysis, program comprehension, reverse engineering, re-engineering, and software analysis.

Pre-Requisites: 33031.

Credit Hours: 3.

44065 Software Architecture & Design

This course leads students through the engineering process of building software architecture and designing the software product to meet rigorous design criteria. It also places additional emphasis on utilizing design tools and applications specific to embedded real-time systems.

Pre-Requisites: 33031.

Credit Hours: 3.

44072 Software Testing

This course is centered on both the theoretical and practical aspects of software testing. The theoretical segment will cover various test coverage criteria, including structural, data flow, and input partition coverage. The practical segment will explore different software tools and frameworks used in various testing types, such as unit, integration, and regression testing.

Pre-Requisites: 33073.

Credit Hours: 3.

44083 Introduction to Cloud Computing

This course introduces cloud computing technologies to students. Topics cover the history and evolution of cloud computing, virtual instances, cloud storage, private cloud, databases in the cloud, queue services, data analytics in the cloud, various cloud service models such as IaaS, PaaS, and SaaS. The course includes a study of popular services provided by Amazon Web Services, Microsoft Azure, and Google Cloud.

Pre-Requisites: 33530.

Credit Hours: 3.

44721 Human Computer Interaction

This course provides an introduction to Human-Computer Interaction (HCI). It explores the principles, theories, and applications of HCI in relation to computing devices and ecosystems. The course will cover methods, tools, and techniques for the design and evaluation of interactive systems, highlighting the interdisciplinary nature of HCI.

Pre-Requisites: 33530.

Credit Hours: 3.

44910 Software Engineering Project I

Students will apply their conceptual and foundational knowledge of software engineering to develop a software system, following a process similar to industry practices coupled with the software engineering method and theory.

Pre-Requisites: 33073.

Credit Hours: 3.

44911 Software Engineering Project II

Throughout this course students are expected to complete their software project from the first project course 44910 Software Engineering Project I, including written and oral presentations and demonstrations.

Pre-Requisites: 44910.

Credit Hours: 3.

44610 Operating Systems

This course delves into the essential concepts, mechanisms, and structures that form the foundation of operating systems. It examines the core components such as process management, thread management, memory management, scheduling, as well as file and storage management, and I/O device management. The course also addresses contemporary design challenges and the latest trends in operating system development, providing examples from notable operating system implementations.

Pre-Requisites: 33530.

Credit Hours: 3.

44710 Database Design

This course encompasses database design and the use of database management systems in software development. It covers Relational Data Base Management Systems (RDBMS) and SQL, along with methods for accessing databases in computer programs. Additionally, it addresses various data formats such as XML and JSON. The course will also acquaint students with the application of NoSQL systems and delve into topics pertaining to data analysis.

Pre-Requisites: 33530.

Credit Hours: 3.

Completing a Course or Program in a Language Other Than English May Reduce Employability Where English is Required

Bachelor of Science in Business Administration

Program Objective

The Bachelor of Science in Business Administration program trains professionals with entrepreneurial and managerial skills to make decisions, manage, change and implement strategies. It also offers excellent academic preparation that is socially relevant and integrative.

Program Learning Outcomes

Upon completion of the program, students will be able to:

- Show proficiency in the knowledge of concepts and theories related to operation management, organizational behavior, business law, marketing, international business, accounting, financial, information technology, ethics, and social responsibility.
- Select and make effective use of software applications in the business framework.
- Apply appropriate techniques to address professional issues in a variety of contexts.
- Identify characteristics and roles of groups and teams in the business context.
- Describe the different types of markets to identify new business opportunities.
- Assess ethical problems that occur in different contexts of business decision making.
- Appraise the influence of cultural diversity in business performance in the global context.
- Develop alternative solutions and propose criteria for evaluating identified business problems.
- Create business documents making use of the appropriate techniques for written communication.
- Demonstrate the ability to effectively present a discussion to an audience.

Program Description

The Bachelor of Science in Business Administration program at IBECAM University is designed to assist with the development of students' managerial and business skills.

Program Duration

126 credit hours.

Admission Requirements

Prospect students must comply with the admissions requirements as stated in this catalog under the admission section.

Language and Delivery Method

This program is offered in Spanish and online.

Completing a Course or Program in a Language Other Than English May Reduce Employability Where English is Required

General Degree Requirements for the Bachelor of Science in Business Administration

Students must comply with the following requirements:

- a) The satisfactory completion of all required academic courses and coursework, as follows:
 - General Education Courses 30 credit hours.
 - Major Courses 96 credit hours.
- b) A cumulative grade point average of no less than 2.0.
- c) A grade of "C" (2.0 points) or higher in all major courses.

d) Good standing in the program, i.e., no disciplinary action pending or academic probation.

Credential Granted Upon Completion

Upon successful completion of the program students receive a Bachelor of Science Degree in Business Administration.

Courses

Course Number	Course Title	Credit Hours
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GENERAL EDUCATION COURSES (30 Credit Hours)

11031	Oral Communication	3
11101	English Composition	3
11210	Technical Writing	3
11001	Introduction to Environmental Science	3
11020	Introduction to Humanities	3
11002	Introduction to Information Systems	3
11105	Algebra I	3
11140	Algebra II	3
11103	Critical Thinking	3
11012	Introductory Psychology	3

MAJOR COURSES (96 Credit Hours)

Course Number	Course Title	Credit Hours
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22020	Financial Accounting	3
22343	Cost Accounting	3
22310	The Legal Environment of Business	3
22005	Introduction to Business Finance	3
22403	Business Finance	3
22011	Introduction to Business	3
22233	Business Calculus	3
22021	Principles of Management	3
22022	Management Processes	3
22025	Organizational Theory	3

33000	Franchising	3
33414	Intermediate Finance	3
33123	Business Consulting I	3
33911	Undergraduate Research in Business	3
33301	Human Resource Management	3
33506	Operations Management	3
33602	International Business & Stock Market I	3
33742	Environmental Management	3
33771	Executive Skills Development	3
33023	Integrated Marketing Communication	3
33200	Business Statistics & Analysis	3
44113	Innovation & Entrepreneurship	3
44124	Business Consulting II	3
44912	Business Research Methods	3
44011	Information Systems Management	3
44420	Business Analytics	3
44061	Business, Ethics, and Social Responsibility	3
44603	International Business & Stock Market II	3
44720	Strategic Management and Business Policy	3
44802	Small Business Management	3
44733	Digital Marketing	3
44114	Corporate Tax and the Legal Environment	3

	Total Credit Hours:	126
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GENERAL EDUCATION COURSES (30 Credit Hours)

11031 Oral Communication

In this introductory course, students will learn the basic principles of oral communication, the elements of non-verbal language, and oral communication techniques as an essential tool in their professional training.

Pre-Requisites: None.

Credit Hours: 3.

11101 English Composition

Introduces students to the writing, reading, research, and critical thinking skills required for college writing. It will emphasize the importance of effective written communication in personal and professional contexts and provides the tools to identify effective strategies through critical analysis of written works, including strategies for planning, drafting, revising, and editing.

Pre-Requisites: None

Credit Hours: 3.

11210 Technical Writing

This course familiarizes students with the standards of professional writing and the role of technology and media in business communication. Students will refine their writing abilities while studying audience analysis, persuasive techniques, ethics, and teamwork. They will practice traditional business communication through memos, job-related correspondence, reports, and proposals, and enhance their skills in document layout, graphic utilization, and oral presentations.

Pre-Requisites: None.

Credit Hours: 3.

11001 Introduction to Environmental Science

The course focuses on imparting scientific knowledge within a global framework, covering environmental aspects such as nutrient cycling, pollution, desertification, climate change, energy, water resources, and biodiversity loss.

Pre-Requisites: None.

Credit Hours: 3.

11020 Introduction to Humanities

This course provides an interdisciplinary overview of human self-perception and worldviews explored through literature, philosophy, religion, music, and the arts.

Pre-Requisites: None.

Credits: 3.

11002 Introduction to Information Systems

This course provides a comprehensive overview of computing within the business context, introducing the tools, techniques, and strategies for developing computer-based information systems. It emphasizes the development of computer literacy through practical application in designing and presenting business communications, including plans, proposals, spreadsheets, graphs, and charts.

Pre-Requisites: None.

Credit Hours: 3.

11105 Algebra I

The course covers a range of topics including algebraic equations and inequalities, the concept of a function and its associated subjects. It highlights the features of polynomial, rational, exponential, and logarithmic functions, along with their properties and graphical representations. The curriculum also delves into absolute value and radical functions, as well as composite and inverse functions.

Pre-requisites: None.

Credit Hours: 3.

11140 Algebra II

This course is an advanced study of functions and graphs, focusing on high-degree polynomial, rational, exponential, and logarithmic functions. It covers systems of equations, solutions of linear systems, matrix methods, determinants, and sequences and series. In addition, the course includes induction, the binomial theorem, and also examines applications, approximation, and proof methods.

Pre-requisites: 11105.

Credit Hours: 3.

11103 Critical Thinking

This course aims to develop strategies for learning to think and thinking to learn. Through diverse methods and resources, students are encouraged to challenge their thoughts and modes of expression, scrutinizing the intentions, meanings, and the connections to their beliefs. Students sharpen their abilities at analyzing, evaluating, and constructing arguments.

Pre-Requisites: None.

Credit Hours: 3.

11012 Introductory Psychology

This course covers the psychological principles that underpin fundamental processes such as sensation, perception, cognition, learning, memory, lifespan development, social behavior, personality, abnormal behavior, and psychotherapy.

Pre-Requisites: None.

Credit Hours: 3.

MAJOR COURSES (96 Credit Hours)

22020 Financial Accounting

This course examines the fundamental principles of financial accounting that underpin assets, liabilities, and equities. It includes the preparation and interpretation of the balance sheet, income statement, statement of changes in equity, and the statement of cash flows.

Pre-Requisites: None.

Credit Hours: 3

22343 Cost Accounting

This course is designed for non-accounting business majors, concentrating on cost and managerial accounting topics. It emphasizes the preparation of accounting information for management decision-making processes. The curriculum includes budgeting, standard costing, direct costing, performance evaluation, and the use of accounting information.

Prerequisites: 22020.

Credit Hours: 3.

22310 The Legal Environment of Business

The course covers topics including Contracts, Torts, the Legal/Political/Economic dimensions of Ethics and Law, the Uniform Commercial Code (U.C.C.), Antitrust Law, Employment Law, Administrative Law, Securities Law, and various aspects of International Business Law.

Pre-Requisites: None.

Credit Hours: 3.

22005 Introduction to Business Finance

This is an introductory course offering a survey of financial markets and institutions, managerial finance, investments, and personal financial issues.

Pre-Requisites: 22343.

Credit Hours: 3.

22403 Business Finance

A study of financial decision making in the corporate form of enterprise. An analysis of the sources and uses of funds. Emphasis is placed on working capital management; capital budgeting techniques; short- and long-term financing; and capital structure and the value of the firm.

Pre-Requisites: 22005.

Credit Hours: 3.

22011 Introduction to Business

This course delves into the business landscape, exploring the roles and functions of businesses, various business models, managerial duties, principles of marketing, financial management, technological impacts, ethical considerations, and global influences.

Pre-Requisites: None.

Credit Hours: 3.

22233 Business Calculus

The course covers linear equations and functions, the mathematics of finance, as well as differentiation and integration of algebraic, exponential, and logarithmic functions, with practical applications in business, finance, and economics.

Pre-requisites: 11105.

Credit Hours: 3.

22021 Principles of Management

This course equips students with the essential principles of business from both theoretical and practical perspectives. It highlights the significance of crafting a business plan and offers insights that enable professionals to evaluate markets, pinpoint business opportunities, and understand the dynamics of businesses within the context of globalization, taking into account the social responsibility of corporations in the current times.

Pre-requisites: 22011.

Credit Hours: 3.

22022 Management Processes

This course offers an analysis of organizations and the management processes involved in planning, organizing, directing, and controlling within the framework of socio-technical systems. It examines the responses of individuals, groups, intergroup dynamics, and organizations to different environments and technologies, as well as relevant manpower management techniques.

Pre-Requisites: 22021.

Credits: 3.

22025 Organizational Theory

This course provides a thorough examination of organizational theory and functioning from a macro perspective, highlighting the evolution, structure, design, and processes of complex systems, with a focus on communication/information networks, intergroup dynamics, and control mechanisms.

Pre-Requisites: 22022.

Credits: 3.

33000 Franchising

The course starts by conceptualizing the franchise system, then moves on to discuss the essential elements of a franchise, the management of franchise operations, and the international strategy for franchising.

Pre-Requisites: 22310.

Credit Hours: 3.

33414 Intermediate Finance

The course covers advanced theories and applications essential for financial decision-making. Topics include asset and liability valuation, advanced time-value concepts, mortgage mathematics, commercial lending, capital budgeting, cost of capital, capital structure, dividend policy, corporate restructuring, mergers and acquisitions, bankruptcy, cash management, and agency theory.

Pre-Requisites: 22403.

Credit Hours: 3.

33123 Business Consulting I

This course will start with the basics of business consulting, then delve into the consulting process, the implementation of consulting, and the monitoring of consulting services, considering the evaluation of results, the impact of actions, and emerging innovative trends.

Pre-Requisites: 33023, 33301, 33414.

Credit Hours: 3.

33911 Undergraduate Research in Business

The course offers students the opportunity to engage in firsthand, supervised research in business. Projects may include inquiry, design, investigation, scholarship, discovery, or practical application within the field of business.

Pre-Requisites: None.

Credit Hours: 3.

33301 Human Resource Management

The course concentrates on the theory and application of contemporary personnel management in relation to other managerial functions. It covers topics such as selection, training, job and performance assessment, and incentive programs. Particular emphasis is placed on human resource management and development across different levels of an organization.

Pre-Requisites: 22011.

Credits: 3.

33506 Operations Management

This course imparts knowledge related to operations management to students, focusing on its processes and outcomes. It employs a practical-theoretical approach that enables application in real business settings. The curriculum centers on identifying operational strategies, analyzing process flows, optimizing the value chain, ensuring service quality, enhancing processes, managing inventory, and overseeing projects with minimal environmental impact.

Pre-Requisites: 22025.

Credit Hours: 3.

33602 International Business and Stock Market I

The course explores the political, economic, legal, and cultural aspects of the international business environment, along with the institutions that impact global firms. It addresses international concerns across all functional areas of business. Additionally, the course considers the legal framework governing national and international foreign trade, the international monetary system, and the markets for international credit and fixed income.

Pre-Requisites: 22310.

Credit Hours: 3.

33742 Environmental Management

The course examines the opportunities and risks within social, legal, political, and ecological environments. It analyzes sustainability in management and the development of proactive green management strategies.

Pre-Requisites: 22025.

Credit Hours: 3.

33771 Executive Skills Development

The course delves into the analysis of strengths, refined communication, presentation abilities, professional conduct in the workplace, career progression, effective time management, self-awareness, genuine leadership, and the art of followership.

Pre-Requisite: 22025.

Credit Hours: 3.

33023 Integrated Marketing Communication

The course offers a comprehensive introduction to integrated marketing communications, examining its role within the broader marketing strategy. It covers setting objectives, budgeting, media planning, and strategic planning. Additionally, it evaluates various components such as advertising media, sales promotions, public relations, direct marketing, personal selling, and online marketing communications.

Pre-Requisites: None.

Credit Hours: 3.

33200 Business Statistics & Analysis

The course delves into inference and modeling to inform business decisions in the face of uncertainty. It covers a range of topics such as survey sampling, confidence intervals, hypothesis testing for means, variances, and proportions, chi-square tests for independence and goodness of fit, correlation, linear regression, time series analysis, and analysis of variance. It also includes practical application through computer packages to address real-world business challenges.

Pre-Requisites: 22233.

Credit Hours: 3.

44113 Innovation & Entrepreneurship

The course starts by exploring the concepts of innovation and entrepreneurship, then progresses to cover topics related to strategic management, venture creation, and fostering innovation within organizations.

Pre-Requisites: 22310.

Credit Hours: 3.

44124 Business Consulting II

The course encompasses a thorough evaluation of organizations, alongside the design and development of both an improvement plan and its implementation strategy.

Pre-Requisites: 33123.

Credit Hours: 3.

44912 Business Research Methods

The Business Research Methods course emphasizes the importance, range, and implications of research as well as various research methodologies.

Pre-Requisites: None.

Credit Hours: 3.

44011 Information Systems Management

The course introduces business students on the advantages, implementation, management, and application of information within organizations, with a focus on business analytics and large data storage.

Pre-Requisites: 44124.

Credit Hours: 3.

44420 Business Analytics

The course delves into data analysis and the processes involved in integrating, reviewing, purging, standardizing, and modifying data to prioritize critical information for a business.

Pre-Requisites: None.

Credit Hours: 3.

44061 Business, Ethics, and Social Responsibility

The course explores personal values and ethics, the role of business as a social institution, corporate citizenship, the establishment of ethical work environments, ethics within a global economy, the societal impact of a company's activities, and emerging ethical issues.

Pre-Requisites: None.

Credits: 3.

44603 International Business and Stock Market II

The course encompasses the management of international portfolios, the administration of capital budgets, ongoing operations in the global market, and the assessment of risks associated with international finance.

Pre-Requisites: 33602.

Credit Hours: 3.

44720 Strategic Management and Business Policy

The course is a Capstone integration of real organizational scenarios. It focuses on decision-making skills applied to business and corporate-level strategic concepts, firm performance, and global citizenship.

Pre-Requisites: 22025.

Credit Hours: 3.

44802 Small Business Management

The course covers the strategies and actions a new business developer can employ to launch and grow a startup. It delves into business development, monitoring, and growth strategies through a practical learning approach.

Pre-Requisites: 44720.

Credit Hours: 3.

44733 Digital Marketing

The course examines the transformative impact of the Internet on the marketplace. It covers topics such as B2B and B2C e-commerce, market segmentation, relationship marketing, as well as the legal and ethical issues that arise.

Pre-Requisites: None.

Credit Hours: 3.

44114 Corporate Tax and the Legal Environment

The course examines corporate taxation and the legal framework governing it; it includes basic concepts used in determining the tax liability of business entities.

Pre-Requisites: 22310.

Credit Hours: 3.

**Completing a Course or Program in a Language Other Than English May Reduce
Employability Where English is Required**

Graduate Programs

Master of Science in Project Management

Program Objective

The objective of this program is to provide students with technical and soft skills to excel in challenging work environments. This program aims to develop competencies relevant to the design, management, execution, monitoring, and control of projects across various organizations, utilizing modern techniques and tools.

Program Learning Outcomes

Upon completion of the program, students will be able to:

- Distinguish between project direction and project management and identify the most suitable types of projects and methodologies for each.
- Assess a project's suitability by considering planning, management control, financing, innovation, and legal aspects to ensure the company's desired outcomes.
- Address complex project management problems using analytical techniques and tools that enhance company performance.
- Analyze emerging trends in markets, customer behavior, and business models.
- Cultivate leadership and team management abilities.
- Efficiently manage resources and budgets to ensure project success, including risk identification and assessment of financial viability.
- Oversee projects in international and multicultural settings, managing virtual teams and adapting to cultural variances.
- Champion innovative and strategic projects aligned with the organization's mission, focusing on quality and excellence while respecting environmental and cultural values.
- Acquire the knowledge and skills required to pass the PMI certification exam for the PMP credential.
- Develop and execute projects competitively, adhering to the international standards set by the PMI.

Program Description

The Master of Science in Project Management has been designed to provide students with a comprehensive understanding of all aspects of project management theory and practice.

Program Duration

36 credit hours.

Admission Requirements

Prospect students must comply with the admissions requirements as stated in this catalog under the admission's section.

Language and Delivery Method

This program is offered in Spanish and online.

Completing a Course or Program in a Language Other Than English May Reduce Employability Where English is Required

General Degree Requirements for the Master of Science in Project Management

Students must comply with the following requirements:

- a) The satisfactory completion of all required academic courses and coursework.
- b) A cumulative grade point average of no less than 2.0.
- c) A grade of "C" (2.0 points) or higher in all major courses.
- d) Good standing in the program, i.e., no disciplinary action pending or academic probation.

Credential Granted Upon Completion

Upon successful completion of the program students receive a Master of Science in Project Management.

Courses

Course Number	Course Title	Credit Hours
55811	Law, Ethics, and Organizations	3
55215	Professional Communication in Business	3
55316	Strategic Project Management	3
55125	Cost and Economic Analysis	3
55245	Organizational Behavior	3
55502	Production and Operations Management	3
55581	Project Tools and Techniques	3
55636	Global Strategic Management	3
55733	Project and Program Risk Management	3
55304	Introductory Managerial Statistics	3
66589	Cases in Applied Project Management	3
66950	Practicum for Project Management	3
Total Credit Hours:		36

55811 Law, Ethics, and Organizations

The course will focus on the legal frameworks that govern the interactions between corporations and the social, political, and ethical landscapes. It will cover the interplay between business entities and constitutional law, various methods of litigation and dispute resolution, the principles of agency and business organization structures, as well as state and federal oversight of corporate activities and securities.

Pre-Requisites: None.

Credit Hours: 3.

55215 Professional Communication in Business

This course enables students to examine the written structures of memoranda, executive summaries, mission statements, as well as marketing and SWOT analyses. It also covers product and management structure descriptions, alongside marketing and business plans. The course incorporates conventions and psychological principles that influence reader preferences and assumptions.

Pre-Requisites: None.

Credit Hours: 3.

55316 Strategic Project Management

The course focuses on the practical tools of strategy, planning, and implementation at both business and corporate levels. It addresses the primary challenges of projects, including scope, time, and budget, and provides fundamental techniques and principles.

Pre-Requisites: 55304.

Credit Hours: 3.

55125 Cost and Economic Analysis

The course encompasses topics such as cost-effectiveness, trade-off analysis, the structure of system effectiveness models, evaluation criteria for alternative systems, fundamentals of cost accounting, and life cycle cost estimation. Additionally, the course provides instruction on elementary mathematics for cost-effectiveness analysis, computational tools for economic modeling, and risk assessment techniques.

Pre-Requisites: None.

Credit Hours: 3.

55245 Organizational Behavior

The course will explore the contributions of behavioral sciences to management theory. It aims to enhance students' understanding of human behavior and the reasons behind it. The curriculum includes the study of both individual and group behaviors, utilizing a wide range of current periodicals and case studies.

Pre-Requisites: None.

Credit Hours: 3.

55502 Production and Operations Management

The course is designed as an introductory program for students. It will enable them to focus on the design and control of productive systems within organizations.

Pre-Requisites: None.

Credit Hours: 3.

55581 Project Tools and Techniques

The course delves into the various tools and methods utilized in project management. It highlights the importance of selecting a suitable tool or technique for the distinct stages of a project's life cycle. The course also imparts knowledge on theoretical aspects and the strategic significance of the different available tools and techniques.

Pre-Requisites: 55304.

Credit Hours: 3.

55636 Global Strategic Management

The course aims to educate students on the strategic challenges that global and multinational organizations face.

Pre-Requisites: None.

Credit Hours: 3.

55733 Project and Program Risk Management

This course is designed to teach students about risk management throughout all stages of a project, from initiation and planning to implementation, control, and closure. It covers a range of techniques and models for qualitative and quantitative risk assessment and management, focusing on key areas such as cost, schedule, and deliverables.

Pre-Requisites: 55316.

Credit Hours: 3.

55304 Introductory Managerial Statistics

The course is designed to teach students the techniques for collecting, analyzing, and interpreting data to inform managerial decisions. It covers data presentation, measures of central tendency, dispersion, skewness, discrete and continuous probability distributions, sampling techniques, sampling distributions, as well as the estimation of confidence intervals for parameters and hypothesis testing.

Pre-Requisites: None

Credit Hours: 3.

66589 Cases in Applied Project Management

The course is designed to introduce the fundamentals of project planning and management. Students will gain knowledge of project management principles and acquire practical experience through the planning and execution of a student-led project. The curriculum will allow students to focus on the design and control of productive systems in organizational settings.

Pre-Requisites: 55316.

Credit Hours: 3.

66950 Practicum for Project Management

The course serves as the capstone for this major. It involves formulating and integrating project management knowledge within a project team environment. Completion of the course requires a detailed written project plan and either a substantial research paper or challenging project.

Pre-Requisites: 55581.

Credit Hours: 3.

**Completing a Course or Program in a Language Other Than English May Reduce
Employability Where English is Required**

Master of Science in Financial Risk Management

Program Objective

The Master of Science in Financial Risk Management is designed to prepare competent professionals with the skills to assess a company's financial health, identify risks, and devise effective strategies to mitigate them.

Program Learning Outcomes

Upon completion of the program, students will be able to:

- Analyze financial markets and the global economy to understand their impact on companies and investors.
- Formulate financial strategies that optimize returns and mitigate risks.
- Acquire knowledge of market operations and asset valuation.
- Evaluate the economic and financial profitability and risks associated with a client, transaction, or business activity.
- Integrate into strategic company management, connecting with all departments to enhance economic-financial decision-making.
- Evaluate and manage financial risks, including those related to investments, credit, and markets.
- Utilize various tools to grasp the entirety of business activities and effectively perform in Financial Management.
- Implement financial regulations and laws pertinent to risk management and finance.
- Foster effective communication with investors, shareholders, and other financial stakeholders.

Program Description

The Master of Science in Financial Risk Management will provide the student with an in-depth look at the core areas of risk management, including interest rates, markets, credits, foreign exchanges, and more. The student will also develop a strong understanding of derivatives and learn how to use analytical and quantitative models and methodologies in risk management. The cumulation of knowledge can be applied to current issues and developing challenges in the field of risk management.

Program Duration

36 credit hours.

Admission Requirements

Prospect students must comply with the admissions requirements as stated in this catalog under the admission's section.

Language and Delivery Method

This program is offered in Spanish and online.

Completing a Course or Program in a Language Other Than English May Reduce Employability Where English is Required

General Degree Requirements for the Master of Science in Financial Risk Management

Students must comply with the following requirements:

- a) The satisfactory completion of all required academic courses and coursework.
- b) A cumulative grade point average of no less than 2.0.
- c) A grade of "C" (2.0 points) or higher in all major courses.
- d) Good standing in the program, i.e., no disciplinary action pending or academic probation.

Credential Granted Upon Completion

Upon successful completion of the program students receive a Master of Science in Financial Risk Management.

Courses

Course Number	Course Title	Credit Hours
55768	Introduction to Data Science	3
55614	Environmental Risk Management	3
55428	Corporate Finance	3
55487	Financial Risk Management	3
55405	Numerical Methods in Finance	3
55117	Mathematics and Statistics Modeling in Finance	3
55218	Stochastic Calculus	3
55631	Introduction to Risk Analysis and Management	3
55635	Risk Analysis and Management I	3
55637	Risk Analysis and Management II	3
66426	Financial Management Policies	3
66632	PDE in Risk Analysis and Management	3
Total Credit Hours:		36

55768 Introduction to Data Science

The course will provide an overview of an up-and-coming field in the information sciences working with large amounts of data as it pertains to the collection, organization, analysis, visualization, and preservation of that data.

Pre-Requisites: None.

Credit Hours: 3.

55614 Environmental Risk Management

The course focuses on comprehending and assessing the influence of political, social, macroeconomic, and microeconomic elements on crafting successful business strategies. By analyzing political trends across various scales, assessing crucial social factors, and interpreting macro and microeconomic indicators, students develop the ability to foresee shifts in the business landscape.

Pre-Requisites: None

Credit Hours: 3.

55428 Corporate Finance

The course is designed to equip students with a comprehensive understanding of how corporate financial markets work, along with the essential skills for analysis, management, and decision-making within this context. Additionally, it aims to provide students with the expertise and knowledge required for making informed strategic choices in investment and asset management.

Pre-Requisites: None.

Credit Hours: 3.

55487 Financial Risk Management

This course is designed to provide students with comprehensive knowledge and practical skills in financial management and business accounting.

Pre-Requisites: None.

Credit Hours: 3.

55405 Numerical Methods in Finance

This course is designed to equip students with specialized knowledge and advanced skills for the utilization and management of complex and sophisticated financial instruments. It aims to prepare students for the challenges and opportunities that arise from using advanced financial instruments within a complex and dynamic business landscape.

Pre-Requisites: None

Credit Hours: 3.

55117 Mathematics and Statistics Modeling in Finance

The course is centered on the nexus of mathematical finance and statistical modeling, exploring how these disciplines are revolutionizing the financial sector. It aims to prepare students for the challenges and opportunities that stem from the fusion of mathematics and modeling, providing them with the necessary expertise to excel in a progressively digital financial world.

Pre-Requisites: None.

Credit Hours: 3.

55218 Stochastic Calculus

This course is designed to provide students with specialized knowledge and advanced skills in economics and financial mathematics. The main objective is to enable students to effectively apply mathematical techniques to stochastic processes.

Pre-Requisites: None

Credit Hours: 3.

55631 Introduction to Risk Analysis and Management

The main objective of the course is to provide students with a comprehensive understanding of risk analysis within the context of business and financial management.

Pre-Requisites: None.

Credit Hours: 3.

55635 Risk Analysis and Management I

The primary objective of the Risk Analysis and Management I course is to provide students with the skills necessary to identify, measure, and manage financial risk in a business context.

Pre-Requisites: None.

Credit Hours: 3.

55637 Risk Analysis and Management II

The main objective of the course is to provide students with advanced tools to tackle the challenges of financial risk management within a dynamic business landscape, providing them with the essential skills to make informed and strategic choices under conditions of uncertainty.

Pre-Requisites: 55635

Credit Hours: 3.

66426 Financial Management Policies

This course aims to equip students with an understanding of essential finance concepts, offer a platform to debate ongoing financial events, and foster an appreciation for the complexities involved in applying these financial concepts to real-world scenarios.

Pre-Requisites: None.

Credit Hours: 3.

66632 PDE in Risk Analysis and Management

This course covers the fundamental principles of deterministic and stochastic optimization, dynamic programming, the Hamilton-Jacobi equation, as well as the forward and backward Kolmogorov equations, and the Feynman-Kac formula.

Pre-Requisites: 55218, 55631.

Credit Hours: 3.

**Completing a Course or Program in a Language Other Than English May Reduce
Employability Where English is Required**

Admissions

IBECAM University offers educational opportunities to anyone who has the interest, desire, and ability to pursue postsecondary studies.

A disability will not be used to deny admission to IBECAM University.

Admission Policy

To attend any class, students must undergo official admission and registration processes. The schedule and details of courses are typically communicated well in advance of each semester. All inquiries and applications for admission to IBECAM University programs should be addressed to info@ibecamuniversity.com.

Application for admission must be received by the Office of Enrollment Management prior to the beginning of the term of enrollment for which the applicant is requesting admission. Out-of-state and international applicants should have all admission documents on file prior to the beginning of the term of expected enrollment. A non-refundable fee must accompany the application, which will be valid for one year. Should the student not enroll within one year of admission, the fee is forfeited.

The student's academic record must contain all required documents by the end of the first academic session. Students with incomplete records after the first session at the University may be administratively withdrawn.

Registration for classes is contingent upon the completion of the admission file and receipt of all required documents. Students must not attempt to register until their admission status indicates a complete file.

The University reserves the right to deny admission to any prospective student that in their judgement does not satisfy the admission requirements. Submitting fraudulent documents will result in the ineligibility for refunds and a ban from re-entering the University. Students presenting falsified information may have their enrollment and credit forfeited. Failure to report all previous college work and/or graduate programs attempted constitutes a falsification of application and subjects the applicant to loss of all credits earned and will result in dismissal.

Degrees obtained outside the United States must undergo assessment by a certified evaluator member of the National Association for Credential Evaluation Services (NACES). A comprehensive course-by-course evaluation is necessary if a student seeks admission with a partially completed program or intends to transfer credits earned outside the United States. The University accepts evaluations from any NACES member, accessible at www.naces.org. Evaluation results must be received by the University in a sealed envelope or directly emailed to the Director of Academic Affairs from the evaluating service.

All documents submitted as part of the admission application become the property of IBECAM University. These documents are confidential and are not accessible to individuals not involved in the admission process, except for the academic advisor. Copies of transcripts and other pertinent academic information may be released to the academic advisor. After enrollment at the University, the applicant may review the contents of the admission folder in the presence of a University officer, arranged at a scheduled time and date with the Student Services' Office. This

policy aligns with the amended Family Educational Rights and Privacy Act of 1974 (FERPA), commonly known as the Buckley Amendment.

Admissions Under Probationary Status

If an applicant is admitted to the program under probationary status, the student must comply with the following requirements:

1. The student will be allowed to enroll in a maximum of ten credits per term.
2. It is the student's responsibility to make an appointment with their assigned academic advisor within the first week of class to develop a "Progress Plan" for the term.
3. The student must achieve a cumulative and term grade point average of 2.0 by the end of the second term.

Failure to comply with these requirements will result in the student's dismissal from the Program.

Transfer Students / Course Transfer

IBECAM University accepts students who transfer from post-secondary institutions which are accredited by a regional or national accrediting association recognized by the U.S. Department of Education.

A student wishing to transfer from another post-secondary institution must comply with the following:

- Complete steps of the Admission process, including payment of the non-refundable application fee.
- Request that Admissions/Registrar of all previously attended college send official transcripts directly to IBECAM University. Students are not allowed to turn in transcripts.
- Upon request, provide course syllabus or a college catalog to IBECAM University's Admissions office for use in evaluating courses completed at another institution.
- A grade of 2.0 or better was achieved.
- Payment of non-refundable fee of \$100.00 for admission as stipulated in the Enrollment Agreement.

Upon receipt of the application for admission and official academic transcripts from all colleges or universities attended, the transfer student's transcripts are reviewed and evaluated by a Faculty member. Courses taken previously at another institution will be evaluated on course equivalency to determine relevancy and fulfillment of curriculum objective within IBECAM University. Courses with a grade below "C" will not be accepted for transfer. Students must maintain a 2.0 in a scale of 4.0. Transfer of credits' process must be completed and approved prior to the first day of class. Transfer credit may not exceed 50% of any program's total number of credits.

If a student is transferring or graduated from a foreign institution, the credits must be evaluated and approved by an agency member of National Association of Credential Evaluation Services (www.naces.org) prior to the beginning of the term of expected enrollment.

IBECAM University does not grant credit for prior work experience or examination.

The transferability of credit earned at the institution is at the discretion of the accepting institution.

The process of transfer of credits is not automatic. The student must be prepared to satisfy the applicable fees for the transfer of credits should the application be approved. After the transfer approval, the student will be notified in writing by the University.

It is the student's responsibility to confirm whether the courses and credits will be accepted by the institution.

Re-Admission

Former students that wish to apply for re-admission must complete a new enrollment agreement and will be charged tuition and fees according to the rates at the time of re-admission. Students must be in compliance with the University's Satisfactory Academic Progress Policy.

Students who desire to be re-admitted must:

- Interview with Admissions office.
- Obtain approval of the Director of Admission for re-admission within a year from withdrawal date.
- Obtain the approval of the Finance Director.
- Must pay a \$50.00 fee as stipulated in the Enrollment Agreement.
- Adhere to tuition and fees as stipulated in the Enrollment Agreement.
- Returned signed documents to the Admissions Director to enroll in classes.

Submitting Academic Information

Official transcripts and corresponding evaluation/translations must be received directly from the issuing institution addressed to IBECAM University's Admissions Director. An unofficial transcript or a copy of a transcript will be enough for the evaluation of credits/hours to be considered for transfer approval, as well as a proof of compliance with admissions requirements for enrollment. Students have until the end of the first semester to submit the official transcripts and corresponding evaluation/translation. Students that do not comply by the end of the first semester will be automatically withdrawn.

Applicants with Foreign Credentials

Applicants with credentials from foreign countries must send their credentials to the institution's Admissions Director for evaluation along with an official translation (in case original is not in English) and official evaluation by an approved educational evaluator service attesting that the diploma/degree/credits earned at a foreign institution are equivalent to a diploma/degree/credits earned at an accredited institution in United States. Foreign high school diplomas must be translated and evaluated by a member of the American Translators Association (ATA). For a list of approved translators visit www.atanet.org. Foreign diploma transcripts and college degree courses must be translated and evaluated by a member of the National Association of Credential Evaluation Services (NACES) www.naces.org.

Course Selection - Academic Registration

Prior to each term, the academic advisor and student revise the courses to be scheduled for the upcoming term, and the confirmed schedule is provided to the Student Services Department for processing.

Add/Drop Period

Students may make schedule changes by filing an add/drop request form with the Student Services Department during the add/drop period. The end of the first week of classes is the last day for adding and changing courses. Please refer to the academic calendar included in this catalog for specific dates.

Admissions Procedure

Individuals interested in pursuing a degree program at IBECAM University initiate the process by reaching out to the university to schedule an appointment with an admissions representative for a discussion about their chosen program. The Admission Director at the university assesses whether the applicant fulfills all the admission prerequisites. Upon the receipt of all necessary documents and confirmation of meeting the admission criteria, the Academic Director oversees the signing of the enrollment agreement. A copy of the signed agreement, along with an acceptance letter, is then sent to the students. If, however, the prospective student fails to meet the admission criteria, they will receive written notification of this outcome.

Requirements

Bachelor degrees

To be eligible for enrollment in our undergraduate degree programs, applicants are required to possess a high school diploma or its equivalent. Those who have graduated from academic institutions outside the United States must hold a degree that is equivalent to a U.S. high school diploma.

Eligible candidates must be at least 18 years old and able to derive academic benefits from registration. If the student is a minor (under 18 years old), the signature of a parent or guardian is required.

Additionally, prospective students need to showcase their capacity for success in an online learning setting and fulfill the technology requirements necessary for active participation in the program.

- Submission of a completed Admissions Application.
- Submission of a government-issued photo identification.
- Pay the \$100 Application fee (non-refundable).
- Copy of a High School graduation diploma, general equivalency diploma (GED), or its equivalent.
- Copy of official High School, GED, or College transcripts.
- Applicants who have completed previous college level coursework must provide evidence of a standard High School diploma or its equivalent and an official transcript

from the transferring institution (this means a document issued by the institution which includes an official seal, generally with a stamp stating "official transcript").

- International applicants, holding secondary or postsecondary degrees obtained outside the United States must provide the assessment of their credentials prepared by a certified evaluator member of the National Association for Credential Evaluation Services (NACES).
- Complete an Enrollment Agreement.
- IBECAM University offers its programs online and in Spanish.
- Online students must have access to high-speed internet.
- Applicants whose native language is other than Spanish, are required to take and approve a Proprietary Proficiency Language Test.

Master's degrees

- Submission of a completed Admissions Application.
- Submission of a government-issued photo identification.
- Pay the \$100 Application fee (non-refundable).
- Submission of an official transcript or original foreign evaluation showing successful completion of a US equivalent Bachelor's degree from an accredited college or university or equivalent recognition.
- International applicants, holding degrees obtained outside the United States must provide the assessment of their credentials prepared by a certified evaluator member of the National Association for Credential Evaluation Services (NACES).
- Complete an Enrollment Agreement.
- IBECAM University offers its programs online and in Spanish.
- Online students must have access to high-speed internet.
- Applicants whose native language is other than Spanish, are required to take and approve a Proprietary Proficiency Language Test.

Tuition and Fees

Tuition

Tuition charges are assessed based on the number of registered credit hours on a term basis and are charged before the beginning of classes.

Bachelor Degrees

\$250.00 per credit hour

- Bachelor of Science in Software Engineering (120 credits); Total Tuition \$30,000.
- Bachelor of Science in Business Administration (126 credits); Total Tuition \$31,500.

Master Degrees

\$250 per credit hour

- Master in Project Management (36 credits); Total Tuition \$9,000.
- Master in Financial Risk Management (36 credits); Total Tuition \$9,000.

Non-Tuition Fees

- **Application Fee:** This is one time fee. The Application fee is assessed prior to enrollment and is non-refundable.
- **Registration Fee:** The registration fee of \$100 is charged with the first term of enrollment to the program. Students will not be charged again in consequent term enrollments if the student maintains an ACTIVE or LOA student status. Students that have been withdrawn and re-enrolled will be required to pay the \$100 registration fee again
- **Readmission Fee:** The student must complete a new Enrollment Agreement and will be charged Tuition and Fees applicable at time of readmission.
- **Books and supplies:** The cost of textbooks is not included in the program fees; students must purchase textbooks on their own.

Non-Tuition Fee	Amount
Application Fee (non-refundable)	\$100.00
Registration Fee	\$100.00
Readmission Fee	\$50.00
Transcript Fee	\$10.00
Withdrawal Fee	\$50.00
Late Fee	\$50.00
Graduation Fee	\$200.00
Books and supplies (estimate)	600.00

Enrollment Agreement

All students must complete an enrollment agreement or application for admission which, in addition to the catalog, will be the binding contract between IBECAM University and the student.

Academic Department

IBECAM University's Academic Department is responsible for the administration of the academic programs and policies and for ensuring the delivery of IBECAM University educational offerings according to the institution's mission and educational objectives.

The hours of operation are daily from 9:00am - 5:00pm Monday through Friday.

Credit Hours / Conversion of Clock Hours

Credit hours for IBECAM University courses are calculated on a semester credit basis and awarded on a semester basis according to the successful completion of coursework for which the student has registered.

The successful completion of one unit of credit reasonably approximates no less than two hours of classroom or direct faculty instruction and a minimum of one hour of out-of-class student work each week for approximately fifteen weeks for one semester, or the equivalent amount of work over a different amount of time.

A clock hour is defined as a 60-minute span of time, with no less than 50 minutes of actual class instruction and 10 minutes of recess.

For a three (3) credit hour course at IBECAM University, the calculation is as follows:

- 30 instruction clock hours = 2 credit hours
- 15 homework clock hours = 1 credit hour.

Academic Load

To be considered full-time, a student must carry a load of twelve (12) or more credit hours per semester (up to 18) which is a normal academic load.

Academic Advisement

All students are assigned an academic advisor. IBECAM University faculty and administrators attend to each student's academic needs in a professional manner.

Syllabus

A course syllabus is provided to each student upon the start of each course. Students should review the syllabus carefully to understand what the course outline indicates would occur in each week of the course. Students will learn at that time the date of the midterm and final exams. The syllabus contains all the information concerning the course including learning objectives, rubrics, textbooks, references and graded weekly activities. All the contact information pertaining to the instructor will be listed on the syllabus.

Academic Policies

Attendance

The students must take into consideration that, in order to take the final evaluation of the course, they must attend at least 80% of the classes. In case the student exceeds 20% of absences, they will be disqualified from taking the final evaluation of the course.

Students must be active within the course to be considered present for the class.

For the online classes attendance registration, the LMS system automatically records the student's attendance through its internal connectivity and stores this information in the system databases.

Teachers are responsible for the registration of all the grades of the different tests taken by the students.

Class Discussions/Participation

Students must actively participate in the online discussion sessions and interactive activities proposed by the course instructor.

In the online classroom, students will submit assignments and post comments within discussion threads and respond to analysis and argumentation questions. This is an educational platform, and students are expected to behave accordingly and always use language appropriate for education and in accordance with academic standards. When commenting on other students' work or assignments, care should be taken to be respectful, even when questioning or disagreeing with someone.

Absences

Excused Absences

There shall be no grade penalty for a student who is absent from academic activities due to religious holiday observations in his/her own faith, the student's serious illness, death in the immediate family, or attendance to statutory governmental responsibilities.

Unexcused Absences

Faculty members may impose a grade penalty for unexcused absences as described by the syllabus. A student accumulating more than 120 days will have final grade withheld.

Leave of Absences

To be eligible to apply for a leave of absence a student must have completed a full semester at the institution. The student must submit in writing a request for leave (with appropriate documentation) to the Student Services Director. Students must have approval prior to the start of a leave of absence. An exception could be granted for a medical emergency.

A leave of absence may be granted for a period not to exceed one hundred and twenty (120 days). Students are limited to two (2) leaves of absence in their career. Acceptable leaves of absences are jury duty, military duty or circumstances covered under the Family Medical and Leave Act of 1993 (FMLA). The circumstances are birth of a child, adoption, and care for spouse, and/or serious health conditions.

A leave of absence is granted when there is a reasonable expectation that a student will return to the college at the end of the leave of absence. Students must be evaluated/tested to determine their level of competency. Students taking an approved leave of absence will not incur any additional charges for the period of the approved leave. If a student fails to return to the school at the end of the approved leave of absence, the student is withdrawn from IBECAM and will be charged a re-admission fee when he/she re-enrolls.

If a student does not return to the institution at the expiration of an approved leave of absence, the student's last day of attendance is the date the student began the leave of absence, and charges and refund calculations are applied. All refund and cancellations policies are applied based on a student's last day of attendance.

Withdrawal

A student choosing to withdraw from IBECAM University after the commencement of classes is to provide a written notice to the Student Service Director. The notice must include the expected last date of attendance and be signed and dated by the student.

Students who withdraw from a course after the refund period will receive a grade of "W". Students that do not follow the Withdrawal Procedures will receive a "WF" (Withdrawal with Failing). A student may take a course a maximum of 3 times. Upon the 3rd attempt, the student will not be permitted to withdraw and will receive a final grade for the course.

There will be no additional fee for a student repeating a Course.

Note: Withdrawing from a course will maintain the student's GPA; excessive withdrawals "W" (more than 2) may affect your academic standing, and thus place you in one of the Satisfactory Academic Progressive categories. To remain in good Satisfactory Academic Progress Standing, the student must earn 67% of the credits he/she has registered.

Change of Program

Students who wish to change from one program to another should discuss the possibility with the academic advisor. Only credits that are common to both programs may be applied towards the new degree program.

Testing

Testing is necessary for each course. IBECAM policy requires that each student completes and passes the required examination per the instructor's schedule to receive a passing grade. All examinations are announced in advance so students may be prepared. Any examinations not completed by the deadline set by the instructor may result in an automatic failure for that examination unless specific arrangements are made with the instructor. Final examinations are normally scheduled during regular classroom hours on the day of the last class scheduled.

Grading

Students are awarded letter grades for work undertaken at IBECAM University. Academic work is evaluated, and grades are assigned at the end of each term to indicate a student's level of

performance. Criteria upon which a student's performance is evaluated is distributed to each student at the beginning of each course in the form of a course syllabus. Grades are based on the quality of a student's work as shown by written tests, lab assignments, class projects and homework and other assignments. The value of a grade is as follows in is based on a 4.0 scale.

Grading Scale

Grade	Descriptor	Percentage	Scale points
A	Excellent	90-100%	4.0
B	Good	80-89.99%	3.0
C	Average	70-79.99%	2.0
D	Poor	65-69.99%	1.0
F	Failing	Up to 64.99%	0.0
I	Incomplete	Not computed*	
W	Withdrawal/Prior to 50% completion	Not computed	
WF	Withdrawal/After 50% completion	Not computed	
WNA	Withdrawal/Non-Attendance	Not computed	

*Converts to grade "F" if no grade is entered by the end of two (2) weeks.

A failing grade "F" is used in computation of both qualitative and quantitative progress. Grades are reports of a student's progress provided to the student.

Students receiving an incomplete "I" in any subject must meet their instructor to discuss satisfactory arrangements to fulfill course requirements. Course assignments for an Incomplete must be completed within two (2) weeks of the beginning of the next term. Failure to complete the work within this two-week time period, without administrative approval, results in a failing "F" grade.

Grade Appeal

Once assigned by the professor, the grades are final and will be registered in the students' official academic record. Nevertheless, if a student receives a final grade in a course that he/she believes is incorrect or unfair, he or she may appeal that grade.

Students must follow this process:

- Students must contact the faculty member involved, in writing, within 30 calendar days of the posting of the disputed grade.
- The grade appeal request should state specific complaints about the grading procedure, the reasons for the appeal, and attach relevant documentation (syllabus, guidelines for papers or presentations, etc.).
- If, after hearing the professor's explanation, students still wish to appeal the grade, they must submit the grade appeal to the Academic Director within 30 days of the professor's notification.

- In such cases, the Academic Director must be contacted prior to the end of the semester immediately following the semester where the grade was posted.
- Failure to follow this timeline is grounds for dismissal of the appeal. At each stage of the appeal process, students will receive a letter with the reviewer's recommendation within 30 days of initiation.

Changes made outside the established calendar must be justified in writing and approved by the Student Services Director.

Late Assignments Policy

Students must submit their assignments within the dates indicated by the professor. Submitting an assignment after the due date may result in a grade penalty.

Students who need more time may submit their work, excluding discussion forum postings, up to 3 days after the due date.

Students who are more than 3 days late will not be accepted and will receive a grade of F on the assignment.

Professors may accept late assignments without prior agreement in case of documented extenuating circumstances (hospitalization, childbirth, serious accident, injury, natural disaster, or bereavement).

Students experiencing such a circumstance should notify the professor prior to the due date or as soon as possible after the date of the assignment. In such cases, the teacher may waive the late penalty. If extenuating circumstances have occurred, students must meet the deadline indicated by the professor.

Those who do not meet the deadline agreed upon with the instructor for the late assignment submission will receive a grade of F on the assignment.

Students must turn in all assignments no later than the last day of the semester.

No assignments will be accepted after the last day of the semester.

Academic Integrity

IBECAM University is guided by the principles of academic integrity. Students must submit work that represents their original words or ideas. Students will receive credit only for their own original work. Students must make clear authorship and the extent to which outside sources have been used.

Cheating, forgery, plagiarism, and even assisting others in violating the principles of academic honesty and integrity are among the major, but not limited, activities that are not acceptable to the University.

Cheating is defined as using or attempting to use materials, information, notes, study aids, or other assistance in any type of academic exercise or examination which has not been authorized by the instructor. Cheating includes falsifying reports and documents.

Plagiarism is defined as the use, without proper acknowledgment, of ideas, phrases, sentences, or larger units of discourse from another writer or speaker. It is the practice of taking someone else's work or ideas and passing them off as one's own. Plagiarism includes the unauthorized copying of software and the violation of copyright laws.

Cheating or plagiarism is grounds for expulsion from the institution.

To report an incident of Cheating or Plagiarism, the faculty member must witness or have written evidence to support the allegation. A faculty member may not act solely on the account of another party.

Procedures for Handling Cheating and Plagiarism

Any faculty member discovering a case of suspected cheating or plagiarism should try to confront the student with the evidence as soon as possible after discovery. If the student can explain the incident to the satisfaction of the faculty member, no further action is warranted.

If the student denies cheating and the faculty member still believes cheating has occurred, the faculty member will send an Academic Dishonesty Form to the Academic Director.

The Academic Director will hold a hearing in which the faculty member will present the evidence against the student. The Academic Director will decide who, in addition to the above, may be present at the hearing. The Academic Director will determine whether the evidence indicates that cheating/plagiarism has taken place.

If the student has admitted or has been found guilty of cheating or plagiarism, the following records will be kept:

- Academic Dishonesty Form sent to the Academic Director.
- Records of the incident will be kept in the office of the Academic Director.

This record shall be destroyed upon graduation or other forms of separation from the University if no further incidents of cheating or plagiarism occur.

If the records indicate that the student has committed two offenses, both incidents become part of the student's permanent academic record.

The faculty member shall decide how the student will be graded for the course in which cheating, or plagiarism occurred. The student may be required to resubmit the assignment or take a new examination. The student may receive a failing grade on the assignment or examination in question. The student may receive a failing grade for the course.

For a second or subsequent offense, the student shall be subject to suspension or dismissal from IBECAM University.

The student may appeal any academic decisions within thirty (30) business days.

Repeating Courses

A course in which a letter grade of "D" or "F" has been earned may be repeated for grade average purposes. Only the higher final grade is used in computation of cumulative grade point average at IBECAM University. No course may be repeated more than two (2) times, and a tutorial course will be required. Students who repeat a course for which they have received a

letter grade of "D" or "F" must notify the Admissions office for recalculation of their cumulative GPA. A course in which a satisfactory letter grade ("A", "B" or "C") has been earned may not be repeated for grade average purposes. All credits attempted are considered when calculating quantitative satisfactory Academic Progress status.

There will be no additional fee for a student repeating a course.

Time Limitation

Students must earn a degree within a maximum timeframe that does not exceed 150% of the normal time to complete the degree, measured by all his/her attempted credit hours at the University.

Satisfactory Academic Progress

Students at IBECAM University are expected to maintain satisfactory academic progress and to make ongoing progress toward graduation. There are two standards that must be met: a qualitative standard and a quantitative standard.

The **qualitative standard** requires that a student achieve a minimum grade average of 2.0 after completing his/her first semester at IBECAM University. All students must achieve a minimum grade of 2.0 for the second semester and must maintain a cumulative grade average of at least 2.0 to graduate from IBECAM University.

A student whose cumulative grade falls below 2.0 is placed on academic probation for the next semester. A student on academic probation, who brings his/her grade average to 2.0 in a given semester, without attaining a cumulative 2.0 on academic probation, is allowed to remain in the institution. As long as he/she meets the minimum standard each semester, a student is allowed to remain at the institution.

The **quantitative standard** requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program.

The normal timeframe is measured in credits hours attempted (rather than semesters) to accommodate a full-time schedule.

To ensure completion of a program within the maximum timeframe, IBECAM University requires students to successfully complete 67% of credits hours attempted the first academic year and each semester thereafter. If a student withdraws from a course, the credit hours of that course are included in determining the quantitative standard of satisfactory progress. All students must have completed a minimum of 67% of credit hours attempted to graduate within 150% of the normal timeframe.

Academic Probation

A student whose cumulative completion rate falls below 67% at the end of the first academic year or any subsequent semester is placed on an academic probation for the next semester.

A student who completes 67% of credit hours attempted in a semester while on academic probation is allowed to remain in school. A student may continue on academic probation even though his/her cumulative completion rate is below 67% if he/she meets the minimum standards

for each semester. A student on academic probation, who brings his/her completion rate to 67% is removed from academic probation. A student on probation who does not complete 67% of the credits attempted by the end of the semester is dismissed from IBECAM University.

Academic Dismissal

A student who has been dismissed may reapply to IBECAM University after remaining out of the institution for one full semester. At that time, the student's academic records are evaluated to determine if it is possible for a 2.0 cumulative grade point average to be achieved and if the program can be completed within the maximum 150% timeframe.

Academic Re-Admittance Policy

A student who is re-admitted after dismissal or failure to meet the quantitative standards is readmitted on academic probation.

Graduation

IBECAM University commencement ceremonies are held twice a year. In order to graduate, students are required to fulfill all financial obligations. Students must make an appointment with the Director of Admission/Registration to complete a graduation application. Students will be awarded a Bachelor of Science (BS) degree in the following programs: BS in Software Engineer and BS in Business Administration, and a Master of Science (MS) degree in the following programs: MS in Project Management and MS in Financial Risk Management, after having satisfactorily completed all academics requirements with a minimum cumulative GPA of 2.0, as well as any exit examination requirements, when applicable, with a minimum passing score of 2.0. After reviewing the student records, the Student Services Department and/or Registrar will determine if the student may participate in the ceremony and shall notify them in writing.

Undergraduate Honor Levels

- Summa Cum Laude. Graduation with Highest Honor: 3.85 or above
- Magna Cum Laude. Graduation with High Honor: 3.75 - 3.84
- Cum Laude. Graduation with Honor: 3.50 - 3.74

Graduate Honor Levels

- Graduation with Distinction: GPA 3.85 or above

Course Cancellation

The University requires a minimum number of students in an online course. In rare circumstances, the University may cancel an online course on the first day of class due to low enrollment. Students affected by cancellation will be notified by email prior to the first class. Every effort will be made to transfer students to another online course that meets their educational requirements. Even if the student has registered in the online environment prior to the start of the course, no financial responsibility will be incurred if the course is cancelled. If it is not possible to transfer the student to another course, refunds due to course cancellation will be made in full according to the current refund policy.

University Interruption

If the operation of the institution is suspended at any time due to any "Act of God", strike, riot, or any other reason beyond the control of the institution, refunds will be made per the refund policy, or student will have the option of resuming their course work at a later date.

Transcripts

The academic records of all the grades entered by teachers are stored, computed, and safeguarded in the SIS (Student Information System).

In this system, there is all the detailed academic history and record of each student, for all the programs offered by the institution. Access to such information is through authorized users.

All students have online access to the information of their grades and their academic record, through the intranet, LMS and app options (Android and IOS) that the institution makes available from the first moment of their registration in any of the programs.

The Student Services Department is the responsible for maintaining and keeping the academic records of all students, registration for classes, attendance, courses prerequisites compliance, and facilitates the resolution of students' issues with Academic and Student Services.

A request for official transcripts must be in writing, signed by the student and requested with a minimum of three (3) weeks; the full address of the person/place to which the transcript is to be sent must be included. The student will complete a transcript request form which can be delivered in person or by mail. IBECAM University will release the transcript to the students provided a hold does not exist. Official transcripts will be forwarded directly to other institutions, prospective employers, or to other agencies at the request of the student.

Online Learning Model

IBECAM University offers online classes in Spanish, available both synchronously and asynchronously.

This approach broadens the opportunities for individuals to pursue university studies without the limitations of location or timing, enabling them to manage their personal and professional commitments while receiving a quality education.

Students at IBECAM University receive comprehensive support from the administration, faculty, and staff. The university's academic programs are robust, supported by the expertise and credentials of its leadership and faculty, and feature content that is relevant and of both sufficient quantity and quality. The online education platform provides structured teaching guidance from qualified professors and opportunities for interaction with both peers and instructors. Each course includes a syllabus that details the objectives, learning outcomes, recommended and required materials, and grading criteria. Student assignments are crafted to evaluate the competencies needed and to encompass the course content as detailed in the syllabi.

Our aim is that each graduate will be prepared with a broad understanding of cultural diversity in terms of knowledge, skills, and attitudes, capable of successfully dealing with the problems and challenges during the practice of their profession in a global and competitive world. The university makes sure that its teaching and delivery methods are consistent with the capabilities, educational skills, experience and needs of the students enrolled in the programs.

The successful completion of online courses is highly dependent on the student's self-drive, technical skills in computer and Internet usage, and efficient time management. Additionally, students are expected to have linguistic proficiency and writing skills in Spanish.

Prospective students for distance learning are encouraged to complete an online assessment. This assessment helps students become familiar with the online requirements and permits IBECAM to assess the student readiness for distance education.

LMS Platform

The LMS e-learning platform used is Moodle. Moodle provides robust security features to protect user data and prevent unauthorized access. It has a wide range of features to support online teaching, training, and learning activities. It offers a virtual classroom module that includes all the necessary tools for online teaching, such as storage for theoretical material, evaluations, notes, videos, among other features. It also has a video conference module for live streaming of classes, and an academic management module for controlling subjects, grades, promotions, attendance, certificates, and more. Additionally, it has a self-management module that allows students to manage their paperwork, check grades, and register for exams.

Security details of the LMS platform

Moodle is a cloud processing web application platform. Access is made through a personal username and password provided to the student.

Distribution of Materials

The distribution of materials for each of the courses is determined by the syllabus and they are duly uploaded to the educational platform; there is also a virtual library.

Attendance Policy for Online Classes

Attendance for online classes is recorded by the LMS system automatically based on student participation in the required assignments.

Students are expected to inform the professor via email prior to a class session if they anticipate being absent. Professors may take attendance into account when assigning grades and should clarify how absences could affect students' grades.

Teachers are responsible for the registration of all the grades of the different tests taken by the students.

Students must be active within the course to be considered present for the class and they are accountable for all course content regardless of class attendance. For online courses, attendance is measured by completion of mandatory activities.

Acceptable proofs of academic attendance include:

- Submission of an academic assignment or examination by the student.
- Participation of the student in an interactive tutorial or computer-assisted instruction.
- Contributions by the student to a discussion forum, evidencing engagement in an online debate.

The students must take into consideration that, in order to take the final evaluation of the course, they must attend at least 80% of the classes. In case the student exceeds 20% of absences, they will be disqualified from taking the final evaluation of the course.

Academic Support

Students will have access to different communication channels (online, via email) with the academic area in order to solve their doubts and queries as immediately as possible.

Access to the Virtual Classroom enables students to communicate with professors through the following means:

1. Forums: Each course includes a discussion forum for addressing students' inquiries on various academic subjects.
2. Course Chats and Messages: This feature allows for real-time interaction with professors and classmates. Additionally, students may pose personal questions to professors or tutors about academic or non-academic matters impacting their performance.

Inquiries made by email will be answered in no later than 48 hours.

Digital Library

IBECAM University students and faculty will have access to the services of digital library provided by Aquinas Network Digital Library.

This digital library service includes a Librarian and access, but not limited to, the following resources: Inside High Education, CNN Newsletter, The Independent, Journal of Electrical and Computer Engineering, New Your Times Case Studies, Journal Building Engineering-Science Direct, Biefield Academic Search Engine (BASE), OER Commons, National Academies Press, BBC, SERP, New York Times, Statista, Virtus Interpress, Mac Graw Hill Social Ebooks Collection, Mac Graw Hill Business and Economics Ebooks Collection, Journal of Marketing Analytics, Journal of Electrical and Computer Engineering, Harvard Business Review, World Bank Open Knowledge Repository Research Gate, US Department of Commerce.

IBECAM University students can contact the Librarian, available from 9:00 am - 5:00 pm Monday to Friday, via email for any level of research assistance, and for technical support 24/7.

Access to Digital Library

All currently enrolled students have access to the Digital Library through their student credentials.

Digital Library resources are intended for academic research and educational purposes only.

Users must adhere to copyright laws and licensing agreements when using materials from the Digital Library. Copying or distributing copyrighted content beyond fair use or licensing terms is prohibited.

Users should refrain from any activities that could compromise the integrity of the Digital Library or violate its terms of use. These include but are not limited to, unauthorized sharing of login credentials and downloading excessive volumes of content.

Equipment and supplies needed. Technical specifications and recommendations

Being a web-based platform, Moodle can be accessed from any device with an internet connection and a web browser; it works in all standard modern browsers and different operating systems.

It is recommended to use the latest version of Google Chrome, Mozilla Firefox, Safari, or Microsoft Edge.

Moodle LMS is compatible with most modern processors and does not require any specific hardware configuration.

Some of the key technical specifications and recommendations for users are:

- Desktop/ laptop / notebook computer: Intel Core i7 generation 9 or higher, 32 GB RAM, 256 SSD, Integrated video and sound, Display port or HDMI connector, Compact SFF form factor, Integrated 10/100/1000 Network, Front, rear USB ports, 19" Monitor.

- High-Speed Wi-Fi router/connection: Standard 802.11n/ac, mode 1x1 20MHz and above with connection speed of 50 Mbps and above.
- Peripherals (Webcam, Keyboard, Microphone/Headset, Mouse).
- Web Browser: It is recommendable to use the latest version of Google Chrome, Mozilla Firefox, Safari, or Microsoft Edge, enabling JavaScript use.
- Microsoft Office 365.
- Antivirus software.
- Plugins: Moodle recommends installing the latest version of Adobe Flash Player, Java, and QuickTime.
- Processor: Moodle LMS is compatible with most modern processors and does not require any specific hardware configuration.
- Additional Applications: Zoom client installation for video conferencing.

Technical support

IBECAM University has a technical support department dedicated to assisting students and professors with any doubts and queries. Users encountering technical difficulties with the LMS platform or digital library services are advised to reach out to the university's IT department for support: technicalsupport@ibecamuniversity.com.

Finance Department

All tuition, fees, and associated costs for the enrollment in a program are detailed in this catalog and must be paid before the scheduled start-date of the student's course(s), unless a payment plan has been previously arranged. The complete fulfillment of payment obligations is required for graduation eligibility.

IBECAM University counts with a Finance Department to accept and process tuition and fee payments and to address any inquiries regarding student accounts.

The operation hours are daily from 9:00am - 5:00pm Monday through Friday.

Financial Assistance

The Finance department at IBECAM University provides counseling to students who need financial assistance in order to pay tuition expenses at IBECAM University. It encompasses tuition payment, as well as answering any question pertinent to the student account. The Finance department has established procedures which ensure fair and consistent treatment of all applicants.

IBECAM University believes the primary responsibility for the educational cost lays with the student and his/her family. The university's financial services advisor is available during office hours to assist students with any inquiries and to facilitate adjustments to their payment plans as needed.

IBECAM University has the following institutional financial assistance plans available to students who request and qualify for:

Monthly Payment Plan

IBECAM University offers monthly payments in order to facilitate students to meet their education cost. The monthly payment plan must be paid back.

Coverage

The plan covers 100% of tuition and fees.

Eligibility

Students must be enrolled at the institution.

Terms and Conditions

The plan is financed at 0% yearly interest for up to 4 years and cannot exceed 48 installments. Monthly payments will begin upon commencement of classes and will be due on the first day of each month. If a student does not make the required payment and is past due more than 30 days, there will be a fee of 5% added to their tuition. If the student does not pay, their transcripts will not be sent to other institutions.

Scholarship

Besides the Monthly Payment Plan, IBECAM University provides scholarship opportunities to assist students who need economic support for their education in an increasingly competitive market. IBECAM University only offers institutional scholarships.

Coverage

The scholarship covers up to 75% of tuition only.

Eligibility

Students attending IBECAM University and maintaining a minimum GPA of 2.0 and a maximum student and/or family income of \$60,000 per year.

Terms

Students can receive scholarships up to 75% of the total tuition for the Bachelor of Science degree or for the Master degree.

How to apply for Financial Assistance

The institution will gather applications and collect information to determine a student's financial need. The information provided by the student, or his/her family, is confidential, and the sole purpose is for assessing the student's need. The assistance student receives at IBECAM University is based on cost of attendance, student contribution, enrollment status within an academic year. Students must re-apply for financial assistance each year.

A student's financial aid is solely the responsibility of the student. Each student is responsible for correctly completing all applications and processing paperwork in a timely manner.

If a student does not receive financial assistance while attending the institution, the student is responsible for all tuition and fees due to IBECAM University. Students should make appointments with the Finance Department to ensure they understand the financial assistance.

Requirements

- Submit a written essay with personal statements before the start of the term.
- 3 references letters.
- Students applying for financial assistance must comply with the eligibility criteria established for the financial plan they are requesting (Monthly Payment Plan or Scholarship).
- Financial assistance is awarded at the time of enrollment once each case has been assessed properly.

Reduction of tuition or fees

IBECAM University might consider a reduction in tuition or fees, which could be implemented when specific criteria for student eligibility apply:

1) Reduction of Tuition and Fees for IBECAM University Employees.

IBECAM University staff and faculty members may enjoy the benefit of reduced tuition in any of the programs offered by the university.

- Staff or faculty members must be employed full-time at IBECAM University.
- Enrollment in classes may not conflict with job responsibilities.
- Employees may not take more than three (3) credit hours per semester during normal work hours.

- There are no restrictions on attending 100% online courses, or courses outside of normal work hours.
- For full-time staff, a reduced fee of 15% per credit hour and of 15% reduction on regular fees will be granted for any program offered by IBECAM University.
- For IBECAM University faculty, a discount of 15% per credit hour and of 15% reduction on regular fees will be offered for any program offered by the University.
- For continued participation in the tuition reduction program, participants must comply with the university's Satisfactory Academic Progress policy and abide by the responsibilities and applicable Student Code of Conduct.
- Dropping courses may affect eligibility for continued participation.

2) Reduction of Tuition and Fee for Articulation Agreements with other Institutions.

IBECAM University may enter into Articulation Agreements with other institutions, private or public, to promote cooperation, socio-cultural exchange, technological advancement, educational progress, applied research, among others.

The following conditions apply to all students under the same Articulation Agreement:

- Students under the same Articulation Agreement may have tuition and fee reductions based on particular conditions specified in such agreements.
- In the event that a reduction is considered as part of an articulation agreement, all students coming from such articulation agreement within the enrollment period in which the reduction is offered are eligible to apply for this reduction under the same circumstances.
- Students must meet the specific eligibility criteria set forth in each agreement to be eligible for reductions.
- Additionally, for continued participation in the tuition reduction program, participants must comply with the university's Satisfactory Academic Progress policy and abide by the responsibilities and applicable Student Code of Conduct.
- Dropping courses may affect eligibility for continued participation.

Payment Methods

Tuition and fees may be paid by credit card, check, or money order at the Finance Department.

Late Payment

If a student fails to make any payment which remains in default, for more than 30 days, the student will pay a late charge in the amount of 5% of the amount owed.

Refund Policy

Cancellation Refund Policy

Should a student's enrollment be terminated or cancelled for any reason, all refunds will be made according to the following refund schedule:

1. Cancellation can be made in person, by electronic mail, by Certified Mail or by termination.

2. All monies will be refunded if the University does not accept the applicant or if the student cancels within three (3) business days after signing the Enrollment Agreement and making initial payment.
3. Cancellation after the third (3rd) business day, but before the first class, results in a refund of all monies paid, with the exception of the non-refundable application fee of \$100.00.
4. Refunds will be made within 30 days of termination of students' enrollment or receipt of Cancellation Notice from student.

Add/Drop and Refund Policy

The Add/Drop period is an initial period at the beginning of the student's first mandatory period. The Add/Drop period shall be the first five (5) days from the start date of a course, ending on the Saturday of the first week of instruction.

Added courses after the first day of class must be paid in full.

The drop/add process is not considered official until the student has made payment for the added course(s) or requested reimbursement for the dropped course(s) at the Finance Office.

When a student officially drops from any course or courses, within the first week of classes, by filling in a formal drop or withdrawal notice with the Office of the Student Services and completing the process with the Finance Office, a refund of tuition will be made according to the following schedule:

Date of Drop	Refund
Before Classes Start	100%
During First Week of Classes	100%
During and After the Second Week of Classes	No Refund

Any applicable refunds shall be made within thirty (30) days of the date that the University determines that the student has withdrawn or cancelled his/her contract according to the University's Cancellation Refund Policy.

The last day to drop a course for a full tuition refund is the last day of the first week of classes (if the last day of the first week of classes falls on a Friday evening or Saturday, the deadline for drop/add will be the Monday of the second week of classes). Refunds are not processed for courses dropped during and after the second week of classes. It is important for students to complete the add/drop procedure during the first week of classes and plan their course selection carefully in order to avoid reduced refunds or credits. Not attending classes does not mean that the charges will be automatically dropped. It is the student's responsibility to formally drop all courses before and during the first week of classes to receive a proper refund. If the process is not properly completed, the charges will remain on the student's account and the student will be financially liable for said charges.

Students who withdraw from a course, but do not replace it with another course, should be aware of how this affects the student's status, tuition charges, and satisfactory academic progress.

Termination or Cancellation by Institution

IBECAM University reserves the right to terminate a student's enrollment in a course for various reasons, including:

- Course schedule alterations.
- Course cancellation due to insufficient enrollment.
- Student's failure to meet course prerequisites or academic suspension.
- Suspension for breaches of the institution's Code of Conduct.
- Non-payment of fees.

Student Services

IBECAM University provides an Academic Orientation session designed to acquaint new students with the university and its procedures. The session covers the institution's mission, rules and regulations, academic expectations, and available counseling resources. The orientation program will be held online prior to the first day of each term. All new and transfer students must attend this session.

Counseling

Counseling is available to all students regarding their academic progress, placement opportunities and other related matters. Students make an appointment with the Student Services Director.

General Counseling

Through a personalized approach to the students the institution seeks to provide assistance to meet the needs of the student body in areas that are not necessarily academic in nature but could hamper their academic success.

The student will be assigned an academic advisor that will work with the student throughout his academic life at IBECAM University.

Academic Orientation

The assigned academic advisor will monitor the academic success of the student. Should it be necessary and contingent on a particular student's progress, the academic advisor may develop a plan for academic improvement and time management. This plan might include tutoring from a faculty member tailored to the student's specific needs.

Career Services

IBECAM University provides assistance to graduates to guide them in their search for and identification of employment opportunities in their field of study. The institution offers assistance in career preparation activities such as resume building, job fairs and professional networking. All IBECAM University programs are designed to prepare graduates for entry-level positions.

IBECAM University provides students with accessible resources and offers lifetime job placement assistance to graduates via Career Services. **IBECAM University does not guarantee employment.** However, IBECAM University is dedicated to its students' success and Career Services will endeavor to support students in their job search.

Privacy of Students Records

IBECAM University is committed to the protection of Student's rights and privacy of information. In accordance with Public Law 93-380, Family Educational Rights and Privacy Act of 1974, 1002.22.

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records.

FERPA gives parents certain rights with respect to their children's education records. These rights are transferred to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.

Parents or eligible students have the right to request that a school corrects records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):

- School officials with legitimate educational interest;
- Other schools to which a student is transferring;
- Specified officials for audit or evaluation purposes;
- Appropriate parties in connection with financial aid to a student;
- Organizations conducting certain studies for or on behalf of the school;
- Accrediting organizations;
- To comply with a judicial order or lawfully issued subpoena;
- Appropriate officials in cases of health and safety emergencies; and
- State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, 'directory' information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance.

However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

IBECAM University allows students to access their educational records, challenge records they believe to be inaccurate, incomplete, or misleading, and limit the release of such information. Records will not be released without the written consent of the student. A student will be notified if a court subpoenas the records.

Students' Right to Know

The University has policies that ensure that students have access to records as provided under federal and state law. IBECAM University follows the Student Right to Know Act (PL 101-542). Students must contact the Student Services Director and/or Registrar for further questions regarding a student's rights to access his/her records.

Equal Opportunity

IBECAM University does not discriminate any individual because of sex, age, origin, ethnicity, disability, race, religious beliefs, or social origins and does not exclude any applicants for any of these reasons.

Students with Disabilities Policy

IBECAM University welcomes students with disabilities, upholding a commitment to equal educational opportunities and full participation. The university does not engage in discrimination based on disability in any programs or activities. Accommodations for students with disabilities are managed by university administrators in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Reasonable and specific accommodation is developed with each student based on current documentation from an appropriate licensed professional. All accommodations are personalized, adaptable, and confidential, reflecting the nature of disability and the academic setting.

To receive special accommodation, students are required to self-disclose their disability to the university and provide documentation of their disability.

Students' Rights

Students at IBECAM University have the right to:

- Equal opportunities.
- A copy of the documents describing the institution's licensing.
- Information about IBECAM University programs, instructional and physical facilities, and its faculty.
- Information relating to job placement rates.
- Information about financial assistance.
- Information about the cost of attendance.
- Information on the refund policy for students who withdraw.
- Information on how the institution assesses satisfactory academic progress and the procedures if progress is not met.
- Information about special facilities and services available under the Americans with Disabilities Act.
- Know their Academic Advisor.
- Information about the university's academic and administrative policies.
- Access to their personal student records.
- Freedom of academic expression.

Student Complaint and Grievance Procedures

A student who feels they have not been treated fairly under IBECAM University policies has the right to file a written complaint.

IBECAM University believes that every student has a right to due process in which students have notice and the opportunity to be heard. Students are encouraged to resolve the problems through administrative channels.

Grievances may include but are not limited to arbitrary and capricious awarding of grades, unprofessional conduct by a professor that interferes with the student's ability to meet academic expectations, inappropriate or inadequate academic advising, improper dismissal from a program, and irregularities in the implementation of policies or procedures in grievance hearings at the university.

Students must first meet with the faculty member to settle the grievance informally and exhaust all means of informal resolution before filing a formal complaint. The complainant must enumerate all types of discrimination in the statement, identify the offender, and submit the complaint to the Student Services Director.

A student's petition for grievance hearing must be made in writing within five (5) academic days of the incident and submitted to the Director of Student Services. The Director of Student Services will send an email/letter to the complainant, acknowledging receipt of the grievance and explaining the process and request for additional information, if needed, within five (5) academic days.

If the administration has to take disciplinary actions against a student, the student may appeal the decision to the Grievance Committee. All charges of academic grievance must be documented in writing, specifying the basis for discrimination.

The Grievance Committee is composed of the Student Services Director, Admissions Director, and the Academic Director. The Director of Student Services is the facilitator/moderator of the grievance hearing and a non-voting member.

The Committee will hear evidence, ask questions, review policies, and will render advisory ruling upon the approval of the CEO which will become binding upon the administration as well as the student who filed the grievance. The Committee will communicate a decision to the student in writing, within five (5) academic days of receiving all requested documents.

Student Services will keep records of all grievances filed and their final resolution.

Students may contact the Commission for Independent Education (CIE) of Florida Department of Education, as the last resource for grievances after all other avenues have been exhausted:

Commission for Independent Education (CIE)
Florida Department of Education
325 West Gaines Street, Suite 1414
Tallahassee, FL 32399
(850) 245-3200

<https://www.fldoe.org/policy/cie/student-concerns.stml>.

Students' Responsibilities

It is the responsibility of each IBECAM University student to:

- Read, understand, and keep copies of all the forms they receive.
- Review enrollment requirements.
- Be aware of all deadlines for applying or re-applying for enrollment, submission of coursework and assignments, financial assistance, and adhere to them.
- Provide all documentation, corrections, and /or new information requested to the Finance department.
- Notify the institution of any changes to their information since their initial financial assistance application.
- Repay all debts, not just loans.
- Understand the institution refund policy which is stated on the Enrollment Agreement and found in this Catalog.
- Acquire iPad, tablet, supplies and any necessary books.
- Preserve institution property without defacing, damaging, or destroying it.
- Secure the necessary academic and financial clearances before graduation.
- Abide by IBECAM University student code of conduct.

Student Code of Conduct

IBECAM University students are expected to maintain complete honesty and integrity throughout their enrollment at the institution. Students must conduct themselves in an ethical, professional, and courteous manner, and demonstrate a strong commitment to civic and social responsibility.

As part of the IBECAM University community, students accept their responsibility to comply with the Student Code of Conduct.

Any student found to be under the influence of alcohol or illegal possession of drugs or narcotics of any kind are grounds for immediate expulsion.

Any activity that interferes with or disrupts the ability and opportunities of other students to participate in university programs or whose actions have a negative impact on the mission and normal operation of the university constitutes misconduct.

The university's online platform should only be used as a learning platform and not as a means to discriminate, conduct or promote violence against any group of people. Any such use is considered illegal and unethical.

When visiting the IBECAM University campus, students must keep the areas used clean and tidy, and return any equipment and/or materials used to the proper place before leaving the premises.

Academic Behavior

Each student is expected to exhibit behaviors that represent the values and principles of IBECAM University. Students must refrain from academic behaviors that include, but are not limited to:

- Disruption or interference with academic activities, including psychological or physical abuse, violence, or any conduct which threatens or endangers the integrity or safety of persons, or deliberate interferes with academic freedom and freedom of speech.
- Failure to comply with minimum educational responsibilities and standards established by the program.
- Failure to meet deadlines for academic work and tuition payments.
- Failure to meet deadlines for tuition payments and/or failure to pay for services rendered by the Institution.
- Failure to report any information that has changed since the initial application.
- Unsatisfactory attendance.
- Forgery, alteration, or misuse of University documents, records, or identification.
- Cheating, plagiarism, or knowingly furnishing false information to the University.

Professional Behavior

Students must refrain from behaviors that include, but are not limited to:

- Failure to adhere to the Institution's program policies and procedures as outlined in the Institution's Catalog.
- Refusal to comply with the instructions of Institution officials, faculty, administrators, or staff.
- Lying or perjuring self to University official.
- Purporting to or representing another person, an organization, or the University improperly without the consent or authority.
- Intentional destruction of Institution or student property.
- Theft of student or Institution property.
- Inappropriate or illegal conduct: sexual harassment.
- Use, possession and/or distribution of alcoholic beverages, illegal drugs in violation of the State of Florida Law or IBECAM University's policy.
- Use of abusive language, including verbalization or gestures of an obscene nature.
- Threatening or causing physical harm or verbal threats to students, faculty, staff.
- Possession of weapons, which include firearms (or replicas), guns, sling shot devices, grenades, knives, explosives, flammable materials, or any other instrument that may be used to cause injury to body or damage to property within the facilities of IBECAM University.
- The Institution does not allow sales, promotions, or any other form of commercial activity within the facilities or in the environment of its educational platform. Students who engage in these practices may be suspended or expelled from the institution.
- Unauthorized entry to or use of University facilities, which are locked, closed to student activities, or otherwise restricted to use.

The institution reserves the right to place a student on probation or dismissal due to unprofessional or disorderly conduct that reflects negatively on IBECAM University, affects other students, or is a potential safety concern.

Email and Internet Policy

All email communications sent or received at the university shall be considered official university correspondence. Such correspondence is subject to standards of professionalism, propriety, courtesy, and consideration. The university under certain circumstances, such as an internal investigation, may retrieve emails, as they are subject to subpoena and discovery in legal proceedings. Respect for others' privacy dictates that students should not try to access another individual's messages without the individual's permission.

Drug Policy

IBECAM University complies with the Federal government's Drug-Free Workplace regulations for both students and employees. Any student or employee caught in possession, use or distribution of any illegal substance or paraphernalia may be terminated and/or referred to an appropriate agency.

Harassment

IBECAM University supports a policy against harassment. Students, faculty and administrative staff must work together in an environment free from all forms of harassment, exploitation or bullying.

Harassment of any sort – verbal, physical, sexual or visual – will not be tolerated. Harassment can take many forms. It may be, but is not limited to words, signs, jokes, pranks, intimidation, physical contact, or violence. Sexual harassment conduct includes unwelcome conduct of a sexual nature, such as sexual advances, requests for sexual favors, or any other verbal or physical contact of a sexual nature that prevents an individual from effectively performing the duties of their position or creates an intimidating, hostile or offensive working environment, or when such conduct is made a condition of employment or compensation, either implicitly or explicitly. It may also include graphic and written statements, and statements made through computers, cellphones, and other devices connected to the internet.

Any faculty member who becomes aware of a harassment incident, either by witnessing it or being informed about it, is required to report it to their immediate supervisor or the University's Academic Director. If a supervisor becomes aware of potential harassment, they are legally obligated to take prompt and proper action, regardless of the victim's wishes for institutional involvement

Anti-Hazing

Participating in, supporting, promoting, or sponsoring hazing or violating University rules governing hazing is prohibited. Hazing includes, but is not limited to, any action or situation that recklessly or intentionally endangers the mental or physical health or safety of a student. Hazing includes, but is not limited to, pressure or coercion to break laws; any brutality of a physical nature; the forced consumption of any food, drink, drugs, or other substance or other forced activity that may adversely affect the physical health or safety of students; and any activity that may adversely affect the mental health or dignity of students.

Falsifying Records and official Documents

The university prohibits academic dishonesty, which includes fabricating or falsifying data, records, forging official documents, an instructor's name, or initials, submitting another person's work as one's own, or altering an answer on a previously graded exam or assignment. The university will punish a student who engages in falsification of records and documents with sanctions such as failing or reduced grades, and/or other disciplinary sanctions, including suspension or dismissal.

Intellectual Property Policy / Copyright Infringement Policy

The university considers it a violation of copyright law to copy, distribute, display, exhibit, or perform copyrighted works without the permission of the copyright owner. This policy applies to staff, students, and affiliates.

Violations of Intellectual Property / Copyright policy may result in academic sanctions, such as reduction of grades or failure of the course, and/or disciplinary action, such as probation, suspension, or dismissal.

Disciplinary Standings

A student's status regarding discipline is regulated by the following definitions, which are reflected in each student's record kept at the Registration Department.

Good Standing

The status of good standing indicates that a student has been duly enrolled in the University and is eligible to participate in all activities of the University. A student is presumed to be in good standing unless the student engages in an established misconduct.

Warning

This status indicates that a student has been through the judicial process due to the seriousness of his/her conduct and has been cautioned that further behavior of the same or similar type will be cause for further disciplinary action by IBECAM University.

Disciplinary Probation

This status indicates that the student's behavior has raised serious questions concerning the student's status as a member of the University community. The student will be given a stated period during which his/her conduct will establish whether he/she is to be returned to good standing by having met definite requirements in behavior or whether he/she is to be suspended or dismissed from IBECAM University. The Academic Director may impose disciplinary probation on a student. A statement of offense and decision will be placed in the student's file. If while on disciplinary probation a student is found responsible for a further infraction of University policies/regulations, the student will be subject to the possibility of suspension/expulsion from IBECAM University.

Suspension

The status of suspension indicates the suspension/separation of the student from IBECAM University for a stated time due to serious or repeated violations of the rules or for undesirable conduct on the part of the student. A student will be permitted to re-register for courses after a semester probation period. The Academic Director may impose suspension. Statement of offense and decision will be placed in the student's file.

Administration

- CEO: Diego Castro
- Executive Director: Jesus Alberto Fuenmayor
- Academic Director: Jose Ignacio Diaz
- Registrar: Raisa Torres
- Admissions Director: Lina Montenegro
- Student Services Director: Miriam Acuna
- Finance Director: Ana Tobar
- Administrative Assistant -Campus Operations: Sofia Fung
- Librarian: provided by Aquinas Network, digital library services.

Faculty List

Virgilio Acuna

Master of Science in Business Administration, Florida
International University, Miami, FL

Master of Science in Electrical Engineering, Florida
International University, Miami, FL

Bachelor of Science in Electrical Engineering, Florida
International University, Miami, FL.

Eduardo Atencio

Ph.D. in Science in Management, Dr. Rafael Belloso Chacin
University, Maracaibo, Venezuela

Master of Science in Education and Curriculum, Rafael Maria
Baralt National Experimental University, Cabimas, Venezuela

Specialist in Research Methodology, Rafael Urdaneta
University, Maracaibo, Venezuela

Bachelor's degree in Education, Rafael Maria Baralt National
Experimental University, Ciudad Ojeda, Venezuela.

David Bracho

Doctorate in Management, Universidad del Zulia, Maracaibo,
Venezuela

Certificate of Advanced Studies in Research, Universidad
Politecnica de Madrid, Spain

Master of Science in Business Administration Management,
Universidad del Zulia, Maracaibo, Venezuela

Bachelor of Science in Computer Science, Universidad Rafael
Urdaneta, Maracaibo, Venezuela.

Peter Corletto
Master of Science in Computer Science, Herbert H. Lehman
College, CUNY, Bronx, NY
Bachelor of Art in Mathematics, Herbert H. Lehman College,
CUNY, Bronx, NY.

Rafael Espin-Andrade
Ph.D. in Technical Sciences, Industrial Engineering,
Universidad Politecnica de la Habana, Havana, Cuba
Master of Sciences in Optimization and Decision Support,
Universidad Politecnica de la Habana, Havana, Cuba
Bachelor's degree in Mathematics, Universidad de la Habana,
Havana, Cuba.

Victor Guido
Doctorate in Andragogy, Universidad Interamericana de
Educación a Distancia de Panama, Panama City, Panama
Specialist in Organizational Development, Universidad Simon
Bolívar, Caracas, Venezuela
Master of Science in Higher Education, Administration and
Planning, Universidad Rafael Urdaneta, Maracaibo, Venezuela
Bachelor's degree in Education, Mathematics, Universidad
Central de Venezuela, Caracas, Venezuela.

Brenda Jack
Ph.D. in Human Resources Development, Barry University,
Miami, FL
Certification in Communications, Walden University,
Minneapolis, MN
LL.M. Master of Laws in Legislative Drafting, University of the
West Indies, Bridgetown, Barbados
Bachelor of Laws, University of the West Indies, Bridgetown,
Barbados.

Lina Jardines del Cueto
Ph.D. in Cultural Studies, University of Miami, Miami, FL
Master in International Relations, Universidad de la Habana,
Havana, Cuba
Bachelor's degree in History, Universidad de la Habana,
Havana, Cuba.

Dargenis La Rosa Torres
Master's degree in Management in Business Administration,
Universidad Benito Juárez, Puebla, Mexico
Bachelor of Arts in Economics, Universidad de Oriente,
Santiago de Cuba, Cuba.

Natan Lederman

Ph.D. in Social Sciences, Universidad Central de Venezuela,
Caracas, Venezuela

Master of Science in Business Administration, University of
Illinois at Urbana Champaign, Urbana, IL

Master in Business Economics, Universidad Catolica Andres
Bello, Caracas, Venezuela

Bachelor's degree in Sociology, Universidad Central de
Venezuela, Caracas, Venezuela.

Jose Mendez

Doctorate in Business Administration, Global Organizational
Leadership, Keiser University, Patrick Space Force Base, FL

Master's degree in Industrial Organizational Psychology,
Carlos Albizu University, San Juan, PR

Bachelor's degree in Industrial Organizational Psychology,
University of Puerto Rico, Arecibo, PR.

Luis Naredo

Master of Arts in Economics, Interamerican University, San
Juan, PR

Bachelor of Arts in Social Sciences, University of Puerto Rico,
San Juan, PR.

Grisel Perez Falco

Ph.D. in Economics, Universidad de Las Villas, Villa Clara,
Cuba

Master of Science in Accounting, Universidad de Cienfuegos,
Cienfuegos, Cuba

Bachelor of Science in Business Administration, Accounting,
and Finance, Universidad de Cienfuegos, Cienfuegos, Cuba.

Dario Rodriguez

Master of Science in Finance, Purdue University, West
Lafayette, IN

Bachelor of Science in Business Administration, Purdue
University, West Lafayette, IN.

Kervin Rojas

Doctorate in Education, URBE University, Maracaibo,
Venezuela

Master's degree in Telecommunication Networks, URBE
University, Maracaibo, Venezuela

Bachelor's degree in Electronics Engineering, URBE
University, Maracaibo, Venezuela.

Migdalia Roldan

Master in Business Administration; Strategic Management and Leadership, Ana G. Mendez University, Miami Lakes, Florida
Bachelor of Science in Psychology, Ana G. Mendez University, Miramar, Florida.

Yineth Romero

Master's degree in Multicultural Education. Eastern University, Philadelphia, PA
Bachelor of Arts in Spanish, Florida International University, Miami, FL.

Raisa Torres

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