

Institution
 Faculty, department
 Study programme, code of study programme
 Study credits and study form
 Chairperson of the Study Programme Committee
 e-mail addresses

Alytaus kolegija
 Faculty of Information Technologies and Management
Department of Management
 Company administration, 6531LX120
 180, part-time studies (3 years)
 Palmira Rodžienė, e-mail: palmira.rodziene@akolegija.lt

FULL-TIME STUDY PLAN

SUBJECT	CREDITS
FIRST-YEAR	60
SEMESTER 1	30
General Subjects of College Studies	
Foreign Language	6
Business Philosophy	3
Environmental and Human Safety	3
Compulsory Subjects	
Information Technologies	6
Applied Mathematics	6
Theory of Economics	6
SEMESTER 2	30
General Subjects of College Studies	
Business Communication	3
Compulsory Subjects	
Data Management	3
Management	6
Marketing	6
Social Responsibility of Company	3
Company Economics*	6
Principles of Administration	3
SECOND-YEAR	60
SEMESTER 3	30
Compulsory Subjects	
Methodology and Statistics of Applied Research*	6
Financial Accounting	6
Organization of Office Work*	6
Document Management	6
Optional Subjects	
Social Marketing / Intercultural Communication	3
Business Information Systems / E-commerce	3
SEMESTER 4	30
Compulsory Subjects	
Personnel Management*	6
Quality Management	6
Career management	3
Business processes	3
Practical Training	
Administration	9
Optional Subjects	
Alternative Subjects**	3
THIRD-YEAR	60
SEMESTER 5	30
Compulsory Subjects	
Public Relations	6

International Protocol and Business Etiquette	6
Labour Law	3
Project Management*	6
Optional Subjects	
Foreign Language II	6
Alternative Subjects**	3

SEMESTER 6 **30**

Practical training	
Office Work	6
Final Practical Training	15
Final Project	9

* – Course Project

** – List of Alternative Subjects www.akolegija.lt