



Faculty of Business, Languages & Information Technologystudies - Aalst
-- HOGESCHOOL GENT --

2nd year Bachelor in office management - Main Subject: Management Assistant
 [Academic Year 2006 - 2007]

No.	Course	Sem.	P-T 2Y.	A	B	C	D	E
1	Dutch II	1	1	10.0	15.0	12.5	125	5
2	French II	1	1	50.0	25.0		150	6
3	French language training II	2	1		37.5		125	5
4	English II	1	1	50.0	25.0		150	6
5	English language training II	2	1		37.5		125	5
6			2	50.0	25.0		150	6
	- German II	1		50.0	25.0		150	6
	- Spanish II	1		50.0	25.0		150	6
7			2		37.5		125	5
	- German language training II	2			37.5		125	5
	- Spaans taaltraining II	2			37.5		125	5
8	Office management I	2	1	17.5	20.0		100	4
9	Informatics applications II	1	2	20.0	30.0	25.0	150	6
10	Projects II	2	2		37.5	50.0	150	6
11			2	50.0			150	6
	- Studium generale I	2		10.0		65.0	75	3
	- Marketing & public relations	2		25.0			75	3
	- International developments	2		25.0			75	3

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No.	Course	Sem.	P-T 2Y.	A	B	C	D	E
	- Italian I	2		25.0			75	3
	- Initiation Spanish I	2		25.0			75	3
	- Initiation German I	2		25.0			75	3
	Code: OCOMGA - 00 - 02 version : 02						1500	60

DT = courses can be taken on a part-time basis, 1 = first part, 2 = second part, etc