

Ho Chi Minh City, June 5, 2017

### ANNOUNCEMENT

*Regarding: Assessments and Grading System for ISB Leadership Program K41*

*TO: All students*

The International School of Business would like to announce the assessments and grading system of ISB Leadership Program K41 as follows.

#### 1. Timing of Submission:

LEVELS	STARTING	SUBMISSION	GRADING TIME
Level 1: Finding your direction	Skipped (except section 8)		
Level 2: Discovering your Potentials + section 8 of level 1	October. 2015	September. 2018	October.2018
Level 3: Showing your Talents	October. 2017	September.2018	October.2018
Level 4: Preparing for your career	October. 2018	April.2019	May.2019

#### 2. Grading Structure of Entire Unit:

LEVELS	WEIGHTING
Level 2: Discovering your Potentials (+)	40%
Level 3: Showing your Talents	30%
Level 4: Preparing for your career	30%
<b>TOTAL</b>	<b>100%</b>

#### 3. Grading Structure of Each Level:

ASSIGNMENTS	WEIGHTING	RELEVANT POINTS
Checklist of your achievement	70%	7.0
Reflection	20%	2.0
Peer-evaluation	10%	1.0
<b>TOTAL</b>	<b>100%</b>	<b>10.0</b>

#### 4. Notes:

- ① To successfully complete this unit, students must:
  - Submit all the required documents and evidence by the deadline. Late submission will lead to deduction of points (1 day late deducting 1 point).
  - Achieve a **minimum of 5.0 marks** in total program.
- ① Cheating will lead to zero of the level or fail the unit.

DEAN

Signed

Assoc.Prof. Quan Tran