



# REGISTRATION

## Sacred Heart University Luxembourg REGISTRATION FORM–TERM: SUMMER 2021

Students enrolled in the Full-Time MBA w/Int program will be automatically enrolled in required courses, except when multiple sections are available.  
For Elective course selection, please contact Antoine Rech (arech@shu.lu or +352 2276 1331).

STUDENT ID#:

### REQUIRED COURSES:

TERM	COURSE #	COURSE NAME	CH	DATES
<input type="checkbox"/> 21/SU2	WGB 518-LX	INTRODUCTION TO BUSINESS STATISTICS LIVE	3 CH	JUL 1 – AUG 7
<input type="checkbox"/> 21/SU2	WGB 519-OL	BUSINESS ECONOMICS ONLINE/ASYNCHRONOUS	3 CH	JUL 1 – AUG 29
<input type="checkbox"/> 21/SU2	WGB 521-LX	FUNDAMENTALS OF MANAGEMENT LIVE	3 CH	JUL 2 – AUG 3
<input type="checkbox"/> 21/SU2	WGB 612-OL	LEADING & INFLUENCING WITH INTEGRITY ONLINE/SYNCHRONOUS	3 CH	JUN 30 – SEP 15
<input type="checkbox"/> 21/FA	WGB 612-LX	LEADING & INFLUENCING WITH INTEGRITY HYBRID	3 CH	NOV 8 – DEC 15
<input type="checkbox"/> 21/FA	WGB 604-LX	BUSINESS COMPETENCIES I LIVE	3 CH	AUG 18 – OCT 6
<input type="checkbox"/> 21/FA	WGB 614-LX	SOCIAL & LEGAL RESPONSIBILITIES IN BUSINESS LIVE	3 CH	AUG 17 – SEP 23

- NOTE:**
- *SYNCHRONOUS* – Courses planned to run classes Online with set times & dates.
  - *ASYNCHRONOUS* – Courses planned to run self-paced Online with no set times & dates.
  - *HYBRID* – Courses planned to run with a combination of Live sessions in Luxembourg & Online sessions with our Faculty from Fairfield, these will run at set times & dates
  - *LIVE* – Courses planned to run Live in Luxembourg, no online sessions

### ELECTIVE COURSES – Management:

<input type="checkbox"/> 21/SU2	BU 699-DS	AI: DATA SCIENCE FOR BUSINESS (BU-699-DS) HYBRID	3 CH	JUL 5 – AUG 26
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### ELECTIVE COURSES – Finance:

<input type="checkbox"/> 20/SU2	FN 662-CF	CORPORATE FINANCE (FN-662-CF) LIVE	3 CH	JUL 2 – AUG 31
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*FN-662-CF Prerequisite: WGB 603 or Exemption*

## IMPORTANT NOTE TO STUDENTS

In previous years the Summer Registration form was released alongside the Fall Registration form. This will not be the case this academic year.

The full listing of Fall 2021 (21/FA) courses will be made available for registration alongside the Spring 2022 (22/SP) registration form later this academic year. This allows students to more effectively manage elective selection for the terms when WGB 650 Strategic Integration will run.

In the AY 21/22 academic year the course of WGB 650 Strategic Integration will be offered in Fall 2021 (21/FA WGB 650-LXA) and Spring 2022 (22/SP WGB 650-LXB).  
*Please note students only have to attend either WGB 650-LXA or WGB 650-LXB*

Thank you for your understanding.



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## Sacred Heart University Luxembourg REGISTRATION FORM—TERM: SUMMER 2021

In order to register for the Summer 2021 terms students must complete and return this signed registration form.

Return Registration Form to: Sacred Heart University ([jdhillon@shu.lu](mailto:jdhillon@shu.lu))

Registration Deadline: **May 30, 2021**

1. Students WILL NOT be considered registered for a course without returning a signed registration form. All electronic copies should be submitted through your SHU email address.
  - Exact course dates and times are available at [shu.lu](http://shu.lu) under the Current Students section (Class Dates & Times).
  - Please be sure to double check the precise dates and times at the beginning of the term. All dates are subject to change.
  - It is the sole responsibility of the student to plan their schedule according to the arrangement of class dates and times published on the SHU website. Missing one class because a student has registered for another class running at the same time IS NOT considered an "excused absence". The administration schedules courses to best accommodate a majority of students as well as the individual, personal and professional schedules of the instructors.

**ALL COURSE COMMUNICATION WITH INSTRUCTORS WILL BE STRICTLY THROUGH SHU EMAIL.  
IT IS THE STUDENT'S RESPONSIBILITY TO CHECK THEIR SHU EMAIL ADDRESS REGULARLY.**

Classes will be capped and early registration is the best way to ensure that you are in the classes you would like to take. To officially register for classes you must be enrolled in a program of study and you must receive confirmation from the Luxembourg Office Manager that your registration is completed.

Classes that do not have a sufficient number of students enrolled will be deferred to a later session.

### VERIFY YOUR COURSE SCHEDULE ON STUDENT PLANNING AND ADVISING (SPA).

Each student is responsible for checking their schedule on Student Planning and Advising to validate registration selection. Any problems should immediately be directed to the Luxembourg Office Manager(s). Students will be held academically and financially responsible for their registration as indicated on their schedule on Student Planning and Advising.

### COURSE CHANGES—ADD/DROP

A student may change his/her course selection only within the Add/Drop period. Students may not Add a course after the Add/Drop period without written permission of the course instructor and the Head of Campus.

Students must initiate all registration Add/Drop actions by contacting the Luxembourg Office Manager(s) and course instructors in writing, via SHU email. Phone changes to a student's class schedule are not accepted and must be followed up in writing (via SHU email) from the student. Nonattendance does not constitute official course drop.

#### Add/Drop Period

- **1 CH Course:** Course changes (Add/Drop) are only permitted within the first (1) class session for each 1 CH course. If a student wishes to drop a course after the first class session it will be considered a withdrawal.
- **2 CH Course:** Course changes (Add/Drop) are only permitted within the first two (2) class sessions for each 2 CH course. If a student wishes to drop a course after the second class session it will be considered a withdrawal.
- **3 CH Course:** Course changes (Add/Drop) are only permitted within the first two (2) class sessions for each 3 CH course. If a student wishes to drop a course after the second class session it will be considered a withdrawal.

### COURSE WITHDRAWAL

If withdrawal from a class becomes necessary, the student must report in person to the Luxembourg Office Manager or contact the Sacred Heart University Luxembourg Office Manager(s) in writing and complete an official withdrawal form.

Until contact is made, a student will be considered enrolled in a course.

Students must initiate all withdrawal actions. Phone withdrawals or changes to a student's class schedule are not accepted and must be followed up in person or in writing (via SHU email) from the student.

A 'W' grade will be issued for course withdrawals submitted within the withdrawal deadline (see withdrawal deadlines below). After the deadline, a grade of 'W' will only be granted in highly unusual circumstances (such as a documented medical emergency), with the approval from the instructor, Head of Campus and registrar.

A student's failure to properly withdraw in the specified time frame will result in the issuance of the grade that they have earned. Nonattendance does not constitute official withdrawal.

#### Withdrawal Deadline

- **1 CH Course:** Second (2) Class Session. Dropping a course after the first class session will be considered a withdrawal.
- **2 CH Course:** Third (3) Class Session. Dropping a course after the second class session will be considered a withdrawal.
- **3 CH Course:** Third (3) Class Session. Dropping a course after the second class session will be considered a withdrawal.

**By returning this signed registration form, I agree that I will be bound to the following  
Registration Terms & Conditions on Page 3 of this registration form:**

Sacred Heart University Luxembourg

EMAIL THIS REGISTRATION FORM TO SACRED HEART UNIVERSITY ([JDHILLON@SHU.LU](mailto:JDHILLON@SHU.LU)) BY May 30, 2021



# REGISTRATION

REGISTRATION FORM-TERM: SUMMER 2021

## 1. REGISTRATION AGREEMENT:

I accept this program with full responsibility for the courses selected and will pay the tuition and fees (including all costs, finance charges and collection fees, if applicable) associated with this program. I accept it is my responsibility as the student to plan my schedule according to the arrangement of class dates and times published on the SHU.LU website, that class session overlaps are not considered an "excused absence", and I must check the precise dates and times regularly. I accept that all course dates are subject to change. I am aware that there are no refunds of tuition and fees for temporary absences from class. I am also aware that there is no refund if I am suspended or dismissed from the University. I accept the official policy regarding *Course Changes – Adding and Dropping* on Page 2 of this registration form. I accept the official policy regarding *Course Withdrawal* on Page 2 of this registration form. I know that if I need to change or drop any of the courses, I must contact and notify the Luxembourg Office Manager in writing, via my SHU email. If Withdrawal becomes necessary, I must report in person to the Luxembourg Office Manager and complete an official withdrawal form.

## 2. FINANCIAL HOLD:

I understand that not following the agreed upon tuition payment schedule may result in the following actions being taken:

**Course Drop:** If payment is not received within ten (10) business days, you will be dropped from courses in which you are currently enrolled. You will be permitted to re-enroll in the dropped courses upon the University's receipt of payment. Re-enrollment in the dropped courses is subject to the course capacity.

**Grade Withheld:** If payment is not received within ten (10) business days, all grades will be withheld from those courses that the student has recently completed.

**Registration Barred:** If payment is not received within ten (10) business days, the student will not be permitted to register and will not be registered for additional courses until the University's receipt of payment.

I am aware that should I come across any hardship or need to discuss any matters regarding the payment of my tuition fees, I should contact the Head of Campus, Antoine Rech, to avoid the consequences stipulated above.

## 3. COMMUNICATION:

**Method of communication:** I understand and agree that Sacred Heart University uses e-mail as an official method of communication with me, and that therefore I am responsible for reading the e-mails I receive from Sacred Heart University on a timely basis.

**Contact Information:** I understand that in the event of changes to personal contact methods, I must contact and notify the Luxembourg Office Manager in writing, via my SHU email.

## 4. STUDENT CONSENT AND RELEASE FOR LECTURE CAPTURE:

In consideration of the benefits conferred on me through my participation in courses at Sacred Heart University and for other good and valuable consideration, the receipt of which is hereby acknowledged, I, the undersigned student, hereby grant to Sacred Heart University and its designees (SHU) the non-exclusive, royalty-free, worldwide, perpetual right, license and permission to use my name, likeness, voice, biographical information, and image in any and all audio-visual recordings and other media (whether the media is now known or hereafter developed) produced by or on behalf of SHU (the Media), solely for educational purposes. I acknowledge and agree that: I will not receive any compensation of any kind related to this consent and release; I waive any right to inspect or approve the Media; SHU may use the Media in any manner, including without limitation, reproducing the Media or creating derivative works of the Media; I waive any right, title and interest that I may have in the Media; I will view the Media solely for my own educational purposes in connection with the above-identified course; I will not make any other uses of the Media, including without limitation, reproducing or distributing the Media, or providing others with access to the Media; and, only to the extent permitted by applicable laws, rules and regulations, I release SHU and its personnel from all liability arising from or related to the Media, and this consent and release.

## 5. ENTIRE AGREEMENT:

This agreement supersedes all prior understandings, representations, negotiations, and correspondence between me and Sacred Heart University, constitutes the entire agreement between the parties with respect to the matters described, and shall not be modified or affected by any course of dealing or course of performance. This agreement may be modified by Sacred Heart University if the modification is signed by me. Any modification is specifically limited to those policies and/or terms addressed in the modification.

I hereby certify that the above was entered into, signed and delivered in the Grand Duchy of Luxembourg.

FIRST & LAST NAME: \_\_\_\_\_

STUDENT ID#: \_\_\_\_\_

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STUDENT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

DD-MMM-YY



# COURSE DESCRIPTIONS

Sacred Heart University Luxembourg  
REGISTRATION FORM–TERM: SUMMER 2021

## REQUIRED COURSES:

### WGB 518 Introduction to Business Statistics - LIVE

3 CH

Instructor(s): Francisco Nadal de Simone

**Course Description:** Basic concepts and analytical techniques from micro- and macro-economics, including supply and demand, price determination, market structures, fiscal policy, and the monetary system and policy. With a financial perspective, the course will also cover issues related to international economics including foreign direct investment, comparative advantage, and determinants of exchange rates.

### WGB 519 Business Economics - ONLINE

3 CH

Instructor(s): Stephen Rubb

**Course Description:** Basic concepts and analytical techniques from micro- and macro-economics, including supply and demand, price determination, market structures, fiscal policy, and the monetary system and policy. With a financial perspective, the course will also cover issues related to international economics including foreign direct investment, comparative advantage, and determinants of exchange rates.

### WGB 521 Fundamentals of Management - LIVE

3 CH

Instructor(s): Julian Troian

**Course Description:** Using a framework of managerial roles and competencies, this course explores what management involves, how it affects people within an organization, why it is critical to the effective functioning of an organization, and how the accomplishment of management functions may vary in different cultural contexts. The course surveys competencies and knowledge necessary for successfully facing current challenges in the rapidly changing global business environment.

### WGB 612 Leading & Influencing with Integrity - ONLINE

3 CH

Instructor(s): Ugur Zel

**Course Description:** Leaders and managers at all levels in organizations must influence others to enable achievement of the organization's objectives. Leading and influencing with integrity requires understanding of one's self, other people, the situational and cultural context, as well as both current and future impacts of actions taken. Through course learning experiences students develop individual and organizational strategies to influence others, shape culture, manage change, negotiate, and facilitate employee engagement and performance so organizations can contribute to society in ways that are effective, responsible and sustainable.

### WGB 612 Leading & Influencing with Integrity - HYBRID

3 CH

Instructor(s): Dorothea Brunner-Gloor & Ugur Zel

**Course Description:** Leaders and managers at all levels in organizations must influence others to enable achievement of the organization's objectives. Leading and influencing with integrity requires understanding of one's self, other people, the situational and cultural context, as well as both current and future impacts of actions taken. Through course learning experiences students develop individual and organizational strategies to influence others, shape culture, manage change, negotiate, and facilitate employee engagement and performance so organizations can contribute to society in ways that are effective, responsible and sustainable.

### WGB 604 Business Competencies I - LIVE

3 CH

Instructor(s): Esther Celosse

**Course Description:** This competency-based course will provide students with a solid understanding of the fundamental theories and principles in key business disciplines and will provide students with business skills to perform in a modern business organization. Upon successful completion of this course, students will demonstrate competencies in business writing, business presentation, design-thinking, and talent management.

### WGB 614 Social & Legal Responsibilities in Business - LIVE

3 CH

Instructor(s): Olivier Hance & Hakan Lucius

**Course Description:** This competency-based course will provide students with a solid understanding of the fundamental theories and principles in key business disciplines and will provide students with business skills to perform in a modern business organization. Upon successful completion of this course, students will demonstrate competencies in business writing, business presentation, design-thinking, and talent management.



# COURSE DESCRIPTIONS

Sacred Heart University Luxembourg  
REGISTRATION FORM-TERM: SUMMER 2021

## ELECTIVE COURSE – Management:

**BU-699-DS Data Science for Business - HYBRID**

**3 CH**

Instructor(s): German Castignani & Jose Mendoza

**Course Description:** In recent years the use of data and insights based on data is touching any business, even the most traditional ones. As a business owner, entrepreneur, or just manager in a company aiming to exploit the potential of data, it is required to transition to a more data-analytics thinking mindset. Far from being required to become a data scientist, with deep technical knowledge, this course intends to set up the basis to become data-analytics oriented, which requires a basic understanding of data mining and modeling techniques and the quality and usability of data models, knowing how to define a successful data-science strategy within your business, being able to set up a reliable data science process management and your first data-science team. Moreover, this course would like to help the student becoming data-driven, identifying the value of data and its potential monetization strategies, by exploring some real use-cases from the market. The course will provide basic theoretical background and hands-on practical projects.

## ELECTIVE COURSE – Finance:

**FN-662-CF Corporate Finance - LIVE**

**3 CH**

Instructor(s): Zoltan Horvath

**Prerequisite:** WGB 603 or Exemption

**Course Description:** This course provides a practical application of corporate finance skills in analyzing a variety of corporate finance topics such as capital budgeting, enterprise valuation, capital structure, cost of capital, initial public offerings, dividend policy, mergers and acquisitions, and corporate restructuring. We will explore the economic rationale and process of each transaction, and place heavy emphasis on the role of an associate professional in analyzing each situation. The course is challenging and time-consuming.

3 CH (credit hour) = 12 class sessions of 3 hours, 36 hours of class contact  
2 CH (credit hour) = 7 – 8 class sessions of 3 hours, 21 – 24 hours of class contact  
1 CH (credit hour) = 4 – 6 class sessions of 3 hours, 12 – 18 hours of class contact