

ALIKHAN BOKEIKHAN UNIVERSITY

**MODULAR EDUCATIONAL PROGRAM**  
**6B04118 Finance**

Semey, 2022

Developed by the Department of Business and Management

Discussed and approved at a meeting of the Department of Business and Management (Protocol No.9 of April 13, 2022)

Considered and recommended for approval at a meeting of the Academic Council on the quality of the faculty (Protocol No.7 dated May 19, 2022)

Considered and recommended for approval at a meeting of the educational and methodological council of the university (Protocol No.5 dated May 25, 2022)

Discussed and approved at the meeting of the Department (Protocol No. 1 of September 8, 2022)

Considered and recommended for re-approval at the meeting of the Academic Quality Council of the Faculty (Protocol No.1 of September 21, 2022)

Considered and recommended for re-approval at a meeting of the Educational and Methodological Council of the University (Protocol No.1 of September 22, 2022)

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## **1. Explanatory note**

The Modular Educational Program (MEP) was compiled on the basis of the regulatory documents of the Ministry of Science and Higher Education of the Republic of Kazakhstan and the internal regulatory documents of Alikhan Bokeikhan University.

- State standard of higher and postgraduate education of the Republic of Kazakhstan, approved by order No. 2 of the Minister of Science and Higher Education of the Republic of Kazakhstan dated July 20, 2022.

- Rules for organizing the educational process on credit technology of education, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated October 12, 2018 No. 563;

- Model rules for the activities of organizations of higher and (or) postgraduate education, approved by order of the Minister of Education and Science of the Republic of Kazakhstan dated October 30, 2018 No. 595;

- The structure of the modular educational program, edition No. 3 of 08.10.2021

The MEP is designed as a set of consecutive training modules for the entire period of study and is aimed at mastering the competencies necessary for conferring a bachelor's degree in business and management under the educational program "6B04118 Finance".

In the block modules of the OOP (56 academic credits in total), general disciplines are included in all educational programs, during the study of which the graduate must master general educational competencies.

The database block includes disciplines of the university component (UC) - 38 credits and elective components (EC) - 74 credits. The modules of these disciplines form a set of competencies: economic and professional.

The PD block includes disciplines of the university component (UC) - 22 credits and elective components (EC) - 38 credits. The modules of these disciplines make it possible to form a complex of special competencies acquired by a graduate

The criterion for the completion of the educational process is the student's mastering of at least 240 credits, including at least 228 academic credits of theoretical training and final certification - at least 12 academic credits. The MOS consists of 20 modules.

When developing a modular educational program, the wishes and recommendations of potential employers were taken into account, aimed at the formation of additional professional competencies that meet the requirements of the labor market (round table with employers "Interaction of the university with social partners as a condition for high-quality training of graduates" dated February 18, 2022)

Social partners who took part in the discussion of the MEP: Yerboluly M., Deputy Director of Damu Entrepreneurship Development Fund JSC for East Kazakhstan region; Zhursymbayeva A.B., director of the Semey branch of the Chamber of Entrepreneurs of East Kazakhstan region; Lui A.V. director of the Native City Public Fund; Sultanova Indira Ardakovna, specialist of the department of KSU "Employment Center of the Akimat of Semey East Kazakhstan"; Baiterekova G.E. director of the regional branch "Semey" JSC "Halyk Bank of Kazakhstan"; Nauryzbayeva S.S. director of the branch of Fortebank JSC in Semey; Ospanova N.T. head of the branch of JSC "Eurasian Bank" in Semey; Akhunzhanov D.G. director of the branch of Nurbank JSC in Semey; Kaupbaev M.Z., Head, Semey Department of Statistics; Ydyrysheva G.N., chief specialist of the State Institution "Department of Internal Policy of the City of Semey"; Malyukevich I.I., head of the planning department of the State Enterprise "Semey Vodokanal"; Korabaev DK, head of the planning and economic department of the State Enterprise "Teplokommunenergo of Semey"; Mukhamedenov E.A., Head of the Inspection Department of the Semey Regional Inspectorate of MD "Vostkaznedra"

**The purpose of the modular educational program** is to train competitive specialists and managers in the personnel training program for financial, banking, insurance organizations and enterprises, in accordance with the requirements of the labor market, possessing managerial skills, able to demonstrate analytical qualities and modern knowledge to make effective decisions in order to increase efficiency financial and economic activities of economic entities.

The requirements for the level of training of students are determined on the basis of the Dublin descriptors of the first level of higher education (bachelor's degree) and reflect the acquired competencies expressed in the achieved learning outcomes.

**Expected results of the modular educational program 6B04118 Finance:**

ON 1 Show communication skills through professional knowledge of state and foreign languages, modern information technologies and programs, norms of conduct, as well as norms of conduct in professional activities.

ON 2 Understand the importance of the principles and culture of academic honesty, systematize, generalize economic, legal information for use in professional activities, as well as navigate the issues of the market economy and entrepreneurship, analyze the phenomena of the legal, economic order and know the organizational and legal forms of entrepreneurial activity.

ON 3 Interpret basic economic concepts, conditions for the functioning of the national economy; predict supply and demand in the market, taking into account the impact of various factors; use mathematical methods for calculating and forecasting socio-economic phenomena.

ON 4 Assess the economic situation at the micro and macro levels, predict the economic development of the financial market, identify factors that promote business development and increase the competitiveness of domestic enterprises in world markets

ON 5 Formulate goals and objectives of statistical research; draw up statistical research programs, systematize data from time series, calculate statistical indicators in indices and summarize the results of observations on socio-economic phenomena, compile statistical reports on the activities of financial and banking organizations; demonstrate knowledge of data collection, analysis and storage; analyze business performance.

ON 6 Analyze the results of marketing research of enterprises and financial organizations; acquire Possess skills: and knowledge in the field of management and marketing; to systematize the main methods of economic analysis and the main tools of functional cost analysis.

ON 7 Demonstrate knowledge of financial instruments, the use of Islamic financial instruments for investing in the activities of organizations, the use of finance in the system of social production, the state, organizations and foreign economic relations, the basics of insurance, regulation of insurance activities, as well as risk management methods, including in financial institutions.

ON 8 Study tax accounting, prepare tax reports and fulfill tax obligations to the state budget in accordance with the current fiscal policy, forecast, plan and manage public finances.

ON 9 Calculate the depreciation of fixed assets of the enterprise, use automated accounting and reporting programs (1C-Accounting) to keep records of transactions with cash, fixed assets and intangible assets, accounting for production and the end of the period, select various methods for assessing short-term assets, choose financial leverage for increase in income of organizations; justify the business idea and model of the investment project; develop a financial model of the investment project.

ON 10 Demonstrate knowledge, analyze and manage the activities of financial, investment and securities markets; apply legislative and regulatory documents in the field of currency regulation; identify trends in the development of international monetary and financial relations; design secure supply chains; analyze shipping documents, fill out a customs declaration.

ON 11 Analyze the financial and economic activities of an enterprise, including methods for calculating financial stability, solvency in order to determine the likelihood of bankruptcy, overcome the insolvency of organizations and financial recovery of enterprises; differentiate the requirements for ensuring the consideration and resolution of insolvency cases, navigate the legislation governing the procedure for considering bankruptcy cases of an enterprise.

ON 12 Systematize, generalize legal and regulatory information on the activities of financial institutions and economic entities for use in professional, including entrepreneurial activities.

ON 13 Analyze statistical materials on money circulation, the state of the banking system; carry out calculations that allow assessing the main trends in the monetary sphere; organize the activities of banking organizations, including banking services, to meet the needs of customers in emergency situations and remote service using modern banking technologies.

To create special conditions for people with special educational needs to receive education, the competence model of a graduate is complemented by professional competencies that ensure the adaptive nature of the main educational program. To this end, the catalog of courses of the additional educational program "Minor" includes courses for the formation of people with special educational needs of the ability to successfully socialize in society and actively adapt to the labor market, taking into account the characteristics of the disease.

## **2. Competence model of a graduate**

Bachelors of EP 6B04118 Finance carry out their professional activities related to determining the directions of the strategy of financial and credit policy and developing a mechanism for its implementation; having the skills of organizing financial relationships, planning, budgeting and forecasting financial and economic processes

### **Competences of general education**

- aimed at forming the worldview, civil and moral positions of the future specialist, competitive on the basis of knowledge of information and communication technologies, building communication programs in Kazakh, Russian and foreign languages, focusing on a healthy lifestyle, self-improvement and professional success;
- form a system of general competencies that ensure the socio-cultural development of the personality of a future specialist on the basis of the formation of his worldview, civic and moral positions;
- develop abilities for interpersonal social and professional communication in Kazakh, Russian and foreign languages;
- contribute to the development of information literacy through the mastery and use of modern information and communication technologies in all areas of their lives and activities;
- form the skills of self-development and education throughout life;
- form a personality capable of mobility in the modern world, critical thinking and physical self-improvement;
- evaluate the surrounding reality on the basis of worldview positions formed by knowledge of the foundations of philosophy, which provide scientific understanding and study of the natural and social world by methods of scientific and philosophical knowledge, reveal the meaning of the content and specific features of the mythological-religious and scientific worldview;

- to show a civil position on the basis of a deep understanding and scientific analysis of the main stages, patterns, originality of the historical development of Kazakhstan, to use methods, techniques of historical description to analyze the causes and consequences of events in the history of Kazakhstan;
- evaluate situations in various areas of interpersonal, social and professional communication, taking into account the basic knowledge of sociology, political science, cultural studies, psychology, arguing one's own assessment of everything that happens in the social and industrial spheres, as well as synthesizing knowledge of these sciences as a modern product of integrative processes;
- use scientific methods, methods of research of a particular science, as well as the entire socio-political cluster, to choose a methodology, analysis and generalize the results of the study;
- develop their own moral and civic position on the basis of public, business, cultural, legal and ethical norms of Kazakhstani society;
- apply in practice knowledge in the field of social and humanitarian sciences, which has world recognition, synthesize new knowledge and present it in the form of humanitarian socially significant products;
- engage in communication in oral and written forms in Kazakh, Russian and foreign languages, using language and speech means based on grammatical knowledge to solve problems of interpersonal, intercultural and industrial (professional) communication, as well as analyze information, actions and deeds of communication participants in accordance with the situation of communication;
- use various types of information and communication technologies in personal activities: Internet resources, cloud and mobile services for searching, storing, processing, protecting and disseminating information;
- build a personal educational trajectory throughout life for self-development and career growth, focus on a healthy lifestyle to ensure full-fledged social and professional activities through the methods and means of physical culture;
- know and understand the basic laws of the history of Kazakhstan, the foundations of philosophical, socio-political, economic and legal knowledge, communication in oral and written forms in Kazakh, Russian and foreign languages;
- apply the acquired knowledge for effective socialization and adaptation in changing socio-cultural conditions, master the skills of quantitative and qualitative analysis of social phenomena, processes and problems.

#### **Economic and organizational and managerial competencies:**

- possess the basics of economic knowledge, have scientific ideas about management, marketing, finance, etc.
- know and understand the goals and methods of state regulation of the economy, the role of the public sector in the economy;
- to describe the forms and methods of the anti-corruption policy of the Republic of Kazakhstan, to know the basics of economics and entrepreneurship, the main economic categories, concepts and terminology of micro- and macroeconomics; to determine the conditions and ways to preserve ecological balance and reduce hazardous and harmful factors of production;
- to study professional terminology, features of business communication in English, Kazakh and Russian languages for professional use in the future field of activity;
- to choose the method of mathematical solution of the problem, as well as software tools for data analysis and cloud services; to describe the possibilities of using information technologies and an innovative approach; to possess techniques and methods of collecting socio-economic and other statistical information; to know the basics and methodology of economic analysis.

-apply methods and methods of enterprise management, formulate the goals and missions of the enterprise; master the mechanism and principles of marketing organization and ensuring the competitiveness of firms; classify methods and systems of rationing and remuneration, distinguish the main methods and types of production organization, logistics of material and information resources.

**Professional competencies:**

- show sociability, through professional knowledge of state and foreign languages, modern information technologies and programs, norms of behavior, as well as norms of behavior in professional activities;
- understand the importance of the principles and culture of academic honesty, systematize, summarize economic, legal information for use in professional activities, as well as navigate the issues of the market economy and entrepreneurship, analyze the phenomena of the legal, economic order and know the organizational and legal forms of entrepreneurial activity;
- interpret basic economic concepts, conditions for the functioning of the national economy; predict supply and demand in the market, taking into account the impact of various factors; use mathematical methods for calculating and forecasting socio-economic phenomena;
- assess the economic situation at the micro and macro levels, predict the economic development of the financial market, identify factors that contribute to the development of business and increase the competitiveness of domestic enterprises in world markets;
- formulate the goals and objectives of statistical research; draw up statistical research programs, systematize data from time series, calculate statistical indicators in indices and summarize the results of observations on socio-economic phenomena, compile statistical reports on the activities of financial and banking organizations; demonstrate knowledge of data collection, analysis and storage; analyze business performance;
- analyze the results of marketing research of enterprises and financial organizations; acquire Possess skills: and knowledge in the field of management and marketing; to systematize the main methods of economic analysis and the main tools of functional cost analysis;
- demonstrate knowledge of financial instruments, the use of Islamic financial instruments for investing in the activities of organizations, the use of finance in the system of social production, the state, organizations and foreign economic relations, the basics of insurance, regulation of insurance activities, as well as methods of risk management, including in financial institutions;
- study tax accounting, draw up tax reporting and fulfill tax obligations to the state budget in accordance with the current fiscal policy, predict, plan and manage public finances;
- calculate the depreciation of fixed assets of the enterprise, use automated accounting and reporting programs (1C-Accounting) to keep records of transactions with cash, fixed assets and intangible assets, accounting for production and end of the period, select various methods for assessing short-term assets, choose financial leverage to increase income of organizations; justify the business idea and model of the investment project; develop a financial model of the investment project;
- show knowledge, analyze and manage the activities of financial, investment and securities markets; apply legislative and regulatory documents in the field of currency regulation; identify trends in the development of international monetary and financial relations; design secure supply chains; analyze shipping documents, fill out a customs declaration,
- analyze the financial and economic activities of the enterprise, including owning methods for calculating financial stability, solvency in order to determine the likelihood of bankruptcy, overcoming the insolvency of organizations and financial recovery of enterprises; differentiate the



requirements for ensuring the consideration and resolution of insolvency cases, navigate the legislation governing the procedure for considering bankruptcy cases of an enterprise

- Systematize, generalize legal information on the activities of financial institutions and subjects of the economic sphere for use in professional, including entrepreneurial activities;
- analyze statistical materials on money circulation, the state of the banking system; carry out calculations that allow assessing the main trends in the monetary sphere; organize the activities of banking organizations, including banking services, to meet the needs of customers in emergency situations and remote service using modern banking technologies.

### **Special competencies:**

- manages the financial resources of the enterprise in order to make a profit.
- develops draft long-term and current financial plans, forecast balances and cash budgets, a plan for profit and other financial indicators and ensures control over their implementation.
- develops standards for working capital and takes measures to accelerate their turnover.
- develops measures to manage the capital structure and determines the price of capital.
- analyzes the financial and economic condition of the enterprise and the results of its activities.
- carries out activities aimed at ensuring the solvency of the enterprise, preventing the formation and liquidation of unused material and technical resources, increasing the profitability of production, increasing profits, reducing costs for the production and sale of products (goods), strengthening financial discipline.
- develops measures to optimize costs.
- manages the assets of the enterprise (financing current production activities; investments directed by the enterprise for technical development (reconstruction, renovation and repair of equipment, production of new types of products, construction of buildings and structures, etc.); financial investments (acquisition of securities, creation of subsidiaries, etc.); maneuvering temporarily free cash; reorganization, liquidation, sale of individual objects of the property complex of the enterprise).
- analyzes and evaluates the effectiveness of financial investments.
- determines the sources of financing for the production and economic activities of the enterprise (budget financing; short-term and long-term lending; issue of securities; leasing financing; attraction of own funds).
- establishes business relations with commercial banks and other credit institutions, leasing companies and other organizations.
- prepares bank documents for all types of payments for the obligations of the enterprise.
- controls: timely receipt of income; registration of financial settlement and banking operations in a timely manner; targeted use of the funds raised; payment of invoices of suppliers and contractors; repayment of loans; payment of interest, wages to workers and employees.
- prepares decisions on the distribution of profits in the following areas: financing of production, based on production plans; dividend payment; debt repayment, incl. to the state budget; implementation of social programs; etc.

**Table 1. The sequence of mastering disciplines in the process of forming special competencies**

№	Competencies	The list of compulsory, elective disciplines and the sequence of their study		Expected results
		List of disciplines	The sequence of their study (semester)	
1	Special	Money credit banks	3	<p>Know: the basics of the organization of monetary regulation, theoretical, historical and practical aspects of the functioning of monetary, credit and banking systems, foreign experience in the development of monetary and credit systems, as well as the world practice of using financial and credit instruments to regulate the banking market.</p> <p>To be able to: carry out calculations that allow assessing the main trends in the monetary sphere, using knowledge in their professional and social activities; set goals and formulate tasks related to the implementation of professional functions; use knowledge of the theory of money, credit and law in their practical activities; analyze the essence of the main phenomena and urgent problems in the field of financial and credit management; apply the forms and methods of the financial and legal mechanism for the sustainable and stable functioning of a system, body, business entity or other activity within the legal framework provided for by the legislative acts of the Republic of Kazakhstan and international legal norms.</p> <p>Skills: computer methods of collecting, storing and processing information used for professional activities; professional knowledge in the field of finance and credit, statistics, the fundamentals of the securities market and the functioning of the foreign exchange market.</p>
2	Special	Financial markets and intermediaries	4	<p>Know: about the essence of financial intermediation; about the possibilities and purpose of financial market instruments; on the purpose and functions of individual segments of the financial market; about the main financial institutions, the services they offer, pricing methods, their management styles, strategies for effective operation in domestic and international financial markets;</p> <p>Be able to: analyze and manage the activities of financial, investment markets, analyze the activities of financial intermediaries, professional participants in</p>

				financial markets; analyze the current state of financial markets Skills: analysis of financial instruments, be competent in the financial market and its segmentation features; analysis and use of financial instruments.
3	Special	Consulting services	4	Know: modern technologies of management consulting, stages of this process, with specific approaches, methods and procedures; information regarding educational and consulting services, innovative processes in the organization Be able to: use management methods to analyze the problems of corporate governance and management situations; choose and consciously apply methods of research and analysis of corporate processes in specific situations; apply the recommendations received in the course of management consulting to regulate the corporate governance environment Skills: design secure supply chains; analyze shipping documents, the ability to design an organizational structure, distribute powers and responsibilities on the basis of their delegation.
4	Special	Insurance	5	Know: the essence and mechanisms of functioning of insurance, the structure of the modern insurance market; classical principles of insurance; types of risks and their classification; economic essence of insurance; classification of industries and types of insurance; legal basis for insurance Be able to: analyze the insurance processes taking place in the country, use actuarial calculations in calculating tariff rates by type of insurance; calculate indicators of financial stability and solvency of the insurance company. Skills: use of finance in the system of social production, the state, organizations and foreign economic relations, the basics of insurance, the regulation of insurance activities, the use of theoretical knowledge to make the right practical decisions in the field of insurance, in analyzing the financial activities of insurance companies; in the calculation of the main indicators of insurance statistics; in determining insurance rates for various types of insurance; in the preparation and preparation of insurance documents.
5	Special	Risk - management	5	Know: methods of risk management, including in financial institutions, theoretical and practical foundations for building a risk management system in an enterprise; methodical methods of analysis and evaluation of non-financial risks; ways to reduce the risks of entrepreneurial activity; - modern aspects of risk management in the business environment. To be able to: apply quantitative and qualitative methods of analysis in making

				<p>managerial decisions and build economic, financial, organizational and managerial models.</p> <p>Skills: analyze market and specific risks, use its results to make managerial decisions, assess the economic and social conditions for doing business, assess the conditions and consequences of organizational and managerial decisions.</p>
6	Special	Financing and lending of the investment	5	<p>Know: the essence and significance of investing; infrastructure of the investment market and the mechanism of its functioning; theoretical and methodological foundations of investment; functions of an investor and a participant in the investment market, the role of financial intermediaries in investing; essence of foreign investments and their necessity for the recipient country of capital; the mechanism of functioning of the investment market and the risks associated with investment; stages of formation of the investment strategy of the company; the concept of an investment project and its life cycle; essence of investment process monitoring</p> <p>Be able to: evaluate the attractiveness of the investment climate of the state and the region; determine the expediency for an investor of investing capital in financial and real assets; evaluate the possibilities of using investments in different directions.</p> <p>Skills: to develop a financial model of an investment project, a toolkit for assessing the economic efficiency of the implementation of an investment project; methods and means of developing and justifying investments in various projects.</p>
7	Special	Islamic Finance	5	<p>Know: the role and place of the islamic financial banking system in the global economic System; the institutional structure of the islamic financial system; the role and place of Islamic financial institutions in the global financial system; models of functioning of islamic financial systems in various countries; the role and place of the islamic legal system in the formation of a model for the functioning of the banking and para-banking system; forms of presence of Islamic commercial institutions in various countries; the structure of international operations of Islamic commercial and investment banks; features of these operations in the global market in comparison with the national level.</p> <p>Be able to: use knowledge within the discipline to analyze the development of the islamic banking system and the banking systems of individual countries; determine the direction of development of the islamic banking system; identify</p>

				<p>directions for reforming the regulation and principles of islamic banking supervision in a global context; analyze the dynamics of direction and the logic of the distribution of financial flows by type and between different countries, including islamic ones</p> <p>Skills: application of Islamic financial instruments for investing the activities of organizations, determine and evaluate the effectiveness of international operations of islamic banks in financial markets; to evaluate the effectiveness of activities, as well as risks in the international activities of Islamic banks and islamic financial institutions.</p>
8	Special	Taxes and taxation	5	<p>Know: the economic nature and essence of taxes as a financial and economic category; legislative basis for the organization of the tax system of the Republic of Kazakhstan, types of tax regimes; elements of taxes, rules for the formation and calculation of tax liabilities; rules for developing an organization's accounting policy for tax purposes and organizing tax planning.</p> <p>Be able to: identify the elements of the tax, determine their place and role in the tax mechanism; calculate tax liabilities and keep records of income and expenses and performance results; analyze the tax indicators of the organization for making managerial decisions; analyze situational problems in the field of tax legal relations and find ways to solve them.</p> <p>Skills: draw up tax reporting and fulfill tax obligations to the state budget in accordance with the current fiscal policy, master the methods of calculating tax indicators and paying taxes; ways of forming the tax base for various taxes, accounting for income and expenses; the skills of interpreting economic information necessary for management decisions in the field of tax burden.</p>
9	Special	Tax law of the Republic of Kazakhstan	5	<p>Know: the concept of tax, collection, other obligatory payments, the principles of taxation; legal basis for the functioning of the tax system of the Republic of Kazakhstan; norms of tax law and the mechanisms of their operation in the process of establishing and introducing taxes, their calculation and payment, the implementation of tax control; organizational and legal basis for the functioning of the tax system of Kazakhstan; composition of the system of tax liabilities; issues of legal regulation of the activities of bodies exercising tax control; the procedure for conducting on-site and cameral tax audits; types and grounds for bringing to responsibility for violations of tax laws; legal basis for protecting the rights and legitimate interests of participants in tax legal</p>

				<p>relations; the practice of applying normative legal acts in the process of fulfilling tax obligations.</p> <p>Be able to: analyze the legal content of the institutions of tax law; identify the content of acts of tax law and correctly apply their provisions in practical activities for the upcoming official assignment; carry out analysis and legal qualification of typical violations committed in the process of fulfilling tax obligations.</p> <p>Skills: draw up tax reporting and fulfill tax obligations to the state budget in accordance with the current fiscal policy, examination of payment and settlement documents used in the implementation of financial and economic operations; verification of compliance with tax legislation in the course of activities of economic entities.</p>
10	Special	Corporate Finance	5	<p>Know: to know about financial instruments, the theoretical foundations of the organization of corporate finance as an integral part and material basis of the country's unified financial basis;</p> <p>Be able to: calculate economic and socio-economic indicators on the basis of standard methods and the current regulatory framework; select tools for processing economic data in accordance with the task, analyze the results of calculations and justify the conclusions;</p> <p>Skills: modern effective approaches to the organization's capital management, operational management of its cash flows</p>
11	Special	Banking	5	<p>Know: the economic and legal basis for the activities of a commercial bank in market conditions; classification and essence of active and passive banking operations; the essence and significance of the economic standards of banking; basic mechanisms of banking management.</p> <p>To be able to: perform operations on the formation of own and borrowed funds of credit organizations, assess their structure; justify the choice of a mechanism for lending to legal entities and individuals; calculate and assess compliance with economic standards for the activities of credit institutions; calculate and analyze indicators characterizing the financial activities of credit institutions; assess the creditworthiness of an individual and a legal entity in conjunction with the choice of a lending mechanism; 6 evaluate the quality of the bank's assets and its main portfolios (credit, securities, participation); draw up conclusions and analytical lists.</p>

				Skills: organize the activities of banking organizations, including banking services, to meet the needs of customers in emergency situations and remote service using modern banking technologies; modern technologies for banking operations; skills in conducting analytical work, organizing and managing banking activities in a market economy based on international and domestic experience.
12	Special	Banking management	5	<p>Know: to reveal the basics of the organization of banking management, its essence; to study the principles of building a bank management system, the formation of banking policy; the effectiveness of the organization and management of the bank in a constantly changing environment; reveal the role and place of the system of planning the bank's activities, analysis, regulation and supervision; consider the specifics of management and evaluation of banking management; consider quality management based on marketing principles and technologies.</p> <p>Be able to: analyze statistical materials on money circulation, the state of the banking system; management system of banking and banking personnel, principles of organization of banking activities, the procedure for the formation of banking policy, methods of managing equity capital, assets and liabilities of the bank.</p> <p>Skills: analyze production improvement concepts; develop a banking policy and banking strategy in certain areas of the bank's activities, identify risks in banking operations, identify management errors, calculate the profitability and profitability of the bank.</p>
13	Special	Financial analysis in the activities of a commercial bank	5	<p>Know: the essence of a commercial bank and the basic principles of its activities, forms of ownership, features of the organizational structure, classification of commercial banks, features of reorganization, expansion and liquidation of a commercial bank; the procedure for the formation and direction of increasing the bank's own capital, the functions performed by it and the main structural elements; features of banking operations, transactions and services; principles of conducting and forms of non-cash payments;</p> <p>Be able to: analyze the financial and economic activities of the enterprise, including own methods for calculating financial stability, solvency, analyze indicators characterizing the state of equity and its role in ensuring the stability of the bank, the state and efficiency of the bank deposit base, economic</p>

				<p>indicators characterizing the quality of the bank's loan portfolio and the level of creditworthiness of bank borrowers, the level of bank liquidity; analyze and interpret the data of domestic and foreign statistics, reflecting the influence of various factors on the process of raising funds and lending in the bank, the state of liquidity in the banking market of the Republic of Kazakhstan and abroad.</p> <p>Skills: organize the activities of banking organizations, including banking services, to meet the needs of customers in emergency situations and remote service using modern banking technologies; work with regulatory documents regulating the activities of credit institutions; modern methods of collecting, processing and analyzing economic data that characterize the trends in the development of banking activities, including in the context of globalization of the financial market and current financial instability; conditions and volumes of loans provided by commercial banks and the Bank of Kazakhstan.</p>
14	Special	Tax management	5	<p>Know: know tax accounting, the concept of tax management, ways to optimize tax payments, different taxation systems, the conditions for their application</p> <p>To be able to: plan tax payments both during the establishment of the organization and during its functioning, draw up a calendar of tax payments, choose forms of agreements that contribute to tax optimization.</p> <p>Skills: the study of this course contributes to the preparation of qualified specialists who have theoretical knowledge and are able to apply it in practical work.</p>
15	Special	Securities market	6	<p>Know: normative legal documents regulating the issuance and circulation of securities, the activities of credit institutions in the securities market as issuers, investors and professional participants; the procedure for paying income on equity and debt equity securities; the procedure for calculating and paying income on the bank's own securities (dividends, interest, discount);</p> <p>Be able to: Show knowledge, analyze and manage the activities of financial, investment markets and the securities market, advise clients on the terms of circulation and redemption of their own securities, on the types and conditions for the provision of intermediary services in the securities market, on the risks of investing funds in securities;</p> <p>Skills: draw up documents for the issuance and sale of bank securities; calculate, formalize the accrual and payment of income (dividends, interest, discount) on the bank's securities;</p>



16	Special	Stock exchange business	6	<p>Know: the procedure for assessing the profitability and liquidity of various types of securities; the procedure for determining the degree of investment risk and the effectiveness of investments in securities; procedure for registration of trust management operations; conditions for the creation of general funds of banking management and the regulation of their activities;</p> <p>Be able to: show knowledge, analyze and manage the activities of financial, investment markets and the securities market; draw up documents on the issue and sale of bank securities; calculate, formalize the accrual and payment of income (dividends, interest, discount) on the bank's securities;</p> <p>Skills: master the methods and means of organizing exchange operations, analytical methods to determine the effectiveness of activities</p>
17	Special	State Budget	6	<p>Know: the basics of organizing the budget process and the main directions of the budget policy of the Republic of Kazakhstan in modern conditions, as well as the basic concepts, categories and tools for solving problems in the public sector, the basics of building, calculating and analyzing indicators that characterize the effectiveness of the budget system.</p> <p>Be able to: calculate receipts and expenditures according to the budget classification (functional group, function, subfunction, institution, program, subprogram, category, class, subclass and specifics);</p> <p>Skills: plan and manage public finances; evaluation of the effectiveness of budget investments; choosing the most optimal way of financing budgets; allocate budget expenditures for education; predict tax revenues.</p>
18	Special	Fiscal Policy	6	<p>Know: the content of the documentation and the principles of organization of the state planning system of the Republic of Kazakhstan; system of budgeting and budgetary relations of the Republic of Kazakhstan; the essence and content of the results-based budgeting process.</p> <p>Be able to: draw up tax reporting and fulfillment of tax obligations to the state budget in accordance with the current fiscal policy, analyze the external and internal planning object; correctly understand and work with the documentation of the state planning system.</p> <p>Skills: legal literacy in the organization of the budget process and the organization of the budget system of the Republic of Kazakhstan; the basics of the results-based budgeting process; basic knowledge of mechanisms and tools to ensure monitoring, development, execution of the budget and budget</p>

				reporting.
19	Special	Financial statistics	6	<p>Know: methods for calculating economic and socio-economic indicators based on standard methods, taking into account the current regulatory framework.</p> <p>Be able to: draw up statistical reports on the activities of financial and banking organizations, choose tools for processing economic data in accordance with the task, analyze the results of calculations and justify the conclusions; analyze and interpret domestic and foreign statistics on socio-economic processes and phenomena, identify trends in socio-economic indicators;</p> <p>Skills: use of modern technical means and information technologies for solving analytical and research problems.</p>
20	Special	banking statistics	6	<p>Know: methods for calculating economic and socio-economic indicators based on standard methods, taking into account the current regulatory framework.</p> <p>Be able to: draw up statistical reports on the activities of financial and banking organizations; collect the necessary data, analyze them and prepare an information review and / or analytical report.</p> <p>Skills: use of modern technical means and information technologies for solving analytical and research problems.</p>
21	Special	Administration of investment projects and decisions	6	<p>Know: the methodology for organizing the collection, processing, analysis and systematization of statistical, scientific, legal and other information on the innovative development of economic systems. To know the basic methods and means of solving problems within the framework of the ongoing research, taking into account its functional area and focus. Know the principles, methodology and procedure for generating reports, reviews, publications based on the results of research.</p> <p>Be able to: choose methods and means of solving problems that are adequate to the goals of the study. Be able to structure reports, reviews, publications, determine the logic of their presentation, draw up in accordance with accepted norms and standards. Apply modern mathematical tools to solve meaningful economic problems in the innovative sphere of the economy.</p> <p>Skills: to substantiate a business idea and a model of an investment project; develop a financial model for an investment project. Have experience in conducting research in the subject area. Have the skills to generate reports, reviews, publications based on the results of research.</p>

22	Special	Evaluation of the effectiveness of investment decisions	6	<p>Know: algorithms for constructing cash flows and ways to account for risks. The concept of external and internal sources of financing; Investment tools; Indicators for evaluating the investment attractiveness of projects.</p> <p>Be able to: find appropriate discount rates; build the simplest models for evaluating the effectiveness of IP; calculate IP performance indicators; use a computer in solving practical problems of assessing the effectiveness of IP</p> <p>Skills: to substantiate a business idea and a model of an investment project; to develop a financial model of an investment project, the skills of using modern mathematical tools for solving problems of assessing the effectiveness of investment projects; a methodology for constructing, analyzing and applying and interpreting the results of the analysis of mathematical models for evaluating the effectiveness of investment projects.</p>
23	Special	Financial management	7	<p>Know: the essence, functions and basic principles of the organization of financial management, its information support; modern legislation, regulatory documents and methodological materials that regulate the company's cash flow, payment and settlement systems, the practice of their application; the practice of organizing and regulating the cash flows of an enterprise with the effective use of a financial mechanism and various financial instruments for these purposes; the main directions of activity in the field of financial management, taking into account the specifics of the tasks being solved; financial management of business entities.</p> <p>Be able to: analyze the financial and economic activities of the enterprise, including own methods for calculating financial stability, analyze information and statistical materials for assessing the financial condition of the enterprise, using modern methods and indicators of such an assessment; -use methods of financing planning and forecasting, as well as budgeting for current activities; own methods for assessing and managing business and financial risks; use modern principles of organization and methods of financial management of an enterprise to regulate socio-economic processes in a market economy; use modern methods for evaluating the effectiveness of investment projects; use modern software to develop and implement financial management decisions, as well as evaluate their effectiveness.</p> <p>Skills: effective construction of functionally oriented schemes of financial management; -assessment of the effectiveness of the financial activity of an</p>

				economic entity; reading and evaluation of the most important financial documents (reporting); development of budgets of both short-term and long-term nature, as well as various other forms of financial plans; management of the capital structure and assessment of its profitability; assessment of entrepreneurial, investment and financial risks; construction of long-term and short-term financial policy at the enterprise; investment portfolio management.
24	Special	Professional values and ethics of the financier	7	<p>Know: historical, philosophical and socio-cultural traditions of the formation of ethics as a science; the structure and main functions of modern professional ethics; the essence of morality and its interpretation in various ethical theories; the specifics of the manifestation of moral values in professional activities, in the family and everyday life; forms and norms for the implementation of business etiquette in professional activities.</p> <p>Be able to: justify their spiritual, moral and life positions; affirm the principles of justice, freedom and responsibility in the performance of their professional and civic duty; improve their moral qualities; use the principles and methods of professional ethics to evaluate various social and professional phenomena and processes; reasonably express their views and judgments on the problems of professional ethics; apply the norms and rules of business etiquette in professional activities.</p> <p>Skills: to show communication skills, by mastering the norms of behavior in professional activities, independent work with literature and other sources on the theory and practice of professional ethics and etiquette; opposition, dialogue and discussions on the content of moral values in professional ethics; compiling a moral characterization of the personality of a business partner.</p>
25	Special	Ethics of business communication	7	<p>Know: the current state of the theory of organizational behavior and trends in its development; the basics of personal development in the organization; factors of group behavior in the structures of state and municipal government; features of communicative behavior in state organizations and local government organizations; principles of effective team formation; general approaches to the formation of the organizational culture of civil servants;</p> <p>Be able to: carry out a scientific analysis of the phenomena and processes of social practice; direct organizational behavior to solve professional problems; to form and improve the organizational culture in the structures of state and municipal government.</p>

				Skills: to show communication skills, by mastering the norms of behavior, as well as the norms of behavior in professional activities, analysis of relationships in a professional group; building interpersonal relationships; solving real behavioral problems; management of the behavior of the individual and the group to improve the efficiency of the organization.
26	Special	Bankruptcy and reorganization of the enterprise	7	<p>Know: the theory and practice of bankruptcy of a corporation in a market economy, the features of the reorganization of corporations of various forms of ownership and management; motives and mechanisms for the implementation of mergers and acquisitions</p> <p>Be able to: navigate the legislation governing the procedure for considering bankruptcy cases of an enterprise, assess the anti-crisis situation of a corporation; evaluate the effectiveness of transactions for the transfer of corporate control; analyze various factors and indicators of the company's operating and financial activities that affect the M&amp;A strategy;</p> <p>Skills: making the right financial decisions in an unstable economy in various areas of the corporation's functioning estimates of the company's value to determine the feasibility of concluding a specific M&amp;A transaction; using the basics of legal, tax and accounting aspects of mergers and acquisitions; application of managerial decisions, assessment of their possible consequences and bear responsibility for them;</p>
27	Special	Financial recovery of the enterprise	7	<p>Know: sources of value creation and destruction in transactions of horizontal, vertical integration and corporate expansion; features of company valuation in international M&amp;A and be able to apply them in practice.</p> <p>Be able to: analyze various ways of restructuring a company, evaluate the appropriateness of their use in each specific situation.</p> <p>Skills: own the methods of calculating financial stability, solvency in order to determine the likelihood of bankruptcy, overcome the insolvency of organizations and financial recovery of enterprises; set, broadcast legal and ethical standards in professional and social activities; use of specific methods and tools for building financial models; use of methods, techniques and techniques for presenting results; communications for the presentation of restructuring strategies using specific methods of situation analysis.</p>

28	Special	Analysis of financial and economic activities	7	<p>Know: the essence of the main economic phenomena and processes that make up the content of the economic activity of the enterprise, their relationship and interdependence; modern methods of economic research of the economic activity of enterprises, which are used at different stages and directions of its complex analysis, including methods of factor analysis, functional cost analysis, marginal analysis; subject relationships of the theory of economic analysis with economic theory, management, finance, statistics, accounting.</p> <p>Be able to: analyze the financial and economic activities of the enterprise, including own methods for calculating financial stability, select a methodology and carry out analytical calculations based on accounting, statistical and operational accounting data; evaluate the results of the enterprise, taking into account earlier decisions; determine the causes and factors affecting the economic performance and financial condition of the enterprise. Identify reserves for improving the efficiency of the enterprise and develop practical recommendations based on them. analyze the financial condition of an economic entity; analytically process financial statements in order to make management decisions and obtain an assessment of the effectiveness of the functioning of the organization (enterprise); calculate and correctly evaluate the value of financial ratios characterizing the financial condition of the organization (enterprise); identify internal reserves to strengthen the financial condition of the analyzed entity; independently choose the best option for solving economic and financial situations; make reasoned conclusions and proposals based on the results of the analysis done in order to improve the efficiency of the organization (enterprise);</p> <p>Skills: concepts of analysis of financial and economic activities of enterprises; methods of analysis of financial statements and financial forecasting; methods for assessing current and future financial flows; methods of management and evaluation of the capital structure.</p>
29	Special	Financial analysis	7	<p>Know: techniques and methods of financial analysis, scientific foundations of financial analysis; content, purpose, objectives, methods and techniques of financial analysis in organizations (enterprises); sources of analytical information; a system of absolute and relative financial indicators characterizing the availability, placement and efficiency of the organization's (enterprise's) financial resources; method of express analysis and in-depth</p>

				<p>financial analysis.</p> <p>Be able to: analyze the financial and economic activities of the enterprise, use analysis techniques, practical skills in calculating and evaluating the main indicators of the enterprise, identifying reserves and developing measures to improve the economic mechanism.</p> <p>Skills: carrying out analytical procedures and generalizations in their future scientific or practical activities; practical application of financial analysis of companies' activities and Possess skills: methods of calculation and analysis of retail, wholesale, prices.</p>
30	Special	International monetary and financial relations	7	<p>Know: the main forms of international payments; - issues of maintaining foreign currency accounts of individuals and legal entities; the main currency transactions, the specifics of their conduct and effective implementation.</p> <p>Be able to: carry out settlement and cash services for customers, interbank settlements, settlements for export-import transactions; open, maintain and close various accounts of individuals and legal entities in the currency of the Republic of Kazakhstan and foreign currency; carry out conversion operations on customer accounts</p> <p>Skills: identify trends in the development of international monetary and financial relations; design secure supply chains; own the methods of settlement and cash services for clients, interbank settlements, settlements for export-import transactions.</p>
31	Special	Financial control and audit	7	<p>Know: legislation in the field of state financial control; competence of financial control bodies; stages and specifics of the audit; the difference between revision and audit;</p> <p>Be able to: select various methods for assessing short-term assets, choose financial leverage to increase the income of organizations; draw up an audit plan and program in the public sector; use the terminology of the auditor and the auditor.</p> <p>Skills: organizing and conducting audits in financial and budgetary organizations; drawing up an audit report.</p>
32	Special	Customs business	7	<p>Know: procurement legislation and its control, principles and methods of monitoring and auditing in the field of procurement of goods, works and services, in the functions, rights and obligations of state governing bodies and local self-government bodies responsible for legal regulation and control in the</p>

				<p>budget system;</p> <p>Be able to: monitor, audit and control in the field of procurement of goods, works and services, apply methods and forms of budgetary control; use financial documents for budgetary control;</p> <p>Skills: analyze shipping documents, fill out a customs declaration, be able to work with legislation in the field of procurement of goods, works and services, professional qualities of a specialist in the field of organizational and managerial, administrative, information and analytical, research and project activities in the context of managing the procurement system goods, works, services.</p>
33	Special	Budget control	7	<p>Know: about the system of responsibility for violation of the legislation regulating interbudgetary relations;</p> <p>Be able to: systematize, generalize regulatory information on the activities of financial institutions and economic entities for use in professional, including entrepreneurial activities, use financial reporting for the purpose of conducting control measures; determine the types of violations of the budget legislation and the measures of responsibility for these violations.</p> <p>Skills: summarize modern problems of organizing and conducting budgetary control; to formulate their own opinion on the studied modern problems in the field of budget control</p>
34	Special	Financial Law	8	<p>Know: the concept of finance and financial activities; legal basis for the financial activities of the Republic of Kazakhstan; financial and legal norms and mechanisms of their action in the process of financial activities of the formation, distribution and use of centralized and centralized funds of the state and municipalities; organizational and legal foundations of financial control in the Republic of Kazakhstan;</p> <p>Be able to: analyze the legal content of financial and legal institutions; identify the content of financial and legal acts of the Republic of Kazakhstan and correctly apply their provisions in practical activities for the upcoming official assignment;</p> <p>Skills: to systematize, generalize legal and regulatory information on the activities of financial institutions and economic entities for use in professional, including entrepreneurial activities. examination of payment and settlement documents used in the implementation of financial and economic operations in</p>



				commercial and budgetary institutions subordinate to the authorities of the Republic of Kazakhstan
35	Special	Business Law	8	<p>Know: composition of the budget system and stages of the budget process; issues of legal regulation of state revenues and expenditures; the procedure for budgetary financing; legal bases of monetary circulation, crediting and settlements; forms, types and methods of financial control, as well as the competence of the bodies exercising it in the Republic of Kazakhstan;</p> <p>Be able to: systematize, generalize legal information on the activities of financial institutions and economic entities for use in professional, including entrepreneurial activities, analyze and legally qualify typical violations of accounting, tax and cash management discipline.</p> <p>Skills: examination of payment and settlement documents used in the implementation of financial and economic operations in commercial and budgetary institutions subordinate to the authorities of the Republic of Kazakhstan</p>
36	Special	Financial monitoring	8	<p>Know: professional terminology in russian and foreign languages; existing financial and economic risks; basic methods, ways and means of working with financial services; indicators of the results of financial and economic research;</p> <p>Be able to: analyze the financial and economic activities of the enterprise, including own methods for calculating financial stability, find ways to improve the intellectual, general cultural and professional level; translate written sources of professional information ; use knowledge of existing financial and economic risks; collect and analyze data, prepare an information review and / or analytical report;</p> <p>Skills: systematize, generalize regulatory information on the activities of financial institutions and economic entities for use in professional, including entrepreneurial activities, own the methodology for assessing and forecasting existing financial and economic risks, methods of management of financial services and divisions of organizations of various organizational and legal forms; methods of calculation and interpretation of the results of financial and economic research;</p>
37	Special	Financial planning	8	<p>Know: theory and practice of financial resource management in modern conditions; features of systems of financial resources of various economic entities; methods of cash flow analysis and cash flow forecasting; basics of</p>

				<p>financial calculations;          Be able to: predict, plan and manage public finances; predict cash flows; manage cash; evaluate the efficiency of the use of financial resources; analyze the probability of bankruptcy; make an analytical assessment of possible financial difficulties          Skills: financial calculations, analysis of the state of financial resources, mastering the methods of effective management of financial resources.</p>
38	Special	Modern banking technologies	8	<p>Know: the institutional structure of the banking and financial system of Kazakhstan; infrastructure components of the national banking and payment system; electronic technologies for banking and payment transactions; basics of accounting for banking and payment transactions; remote forms of banking services.          Be able to: practically apply the studied material in the evaluation of payment and banking services; assess the compliance of financial services with international principles and recommendations; develop rules and methods for providing payment and banking services; simulate settlement methods in payment systems; analyze the efficiency of payment and banking operations          Skills: organize the activities of banking organizations, including banking services, to meet the needs of customers in emergency situations and remote service using modern banking technologies; terminology used in the conduct of payment, banking and financial transactions; legal documents regulating banking, payment and financial activities in the Republic of Kazakhstan; electronic technologies for banking operations; remote methods of providing payment and banking services; accounting rules for credit institutions in the Republic of Kazakhstan; methods of analysis of the functioning of payment and banking systems.</p>
39	Special	Leasing and leasing operations	8	<p>Know: basic concepts used in leasing operations; methods for determining lease payments; the process of forming an investment project and methods for assessing the effectiveness of the implementation of investment leasing projects and the degree of risk associated with their implementation          Be able to: calculate lease payments using various methods; assess the degree of effectiveness of leasing in comparison with other types of financing; analyze possible risks of leasing activities.          Skills: to carry out calculations that allow assessing the main trends in the</p>

				monetary sphere; perform calculations of leasing payments; to form a leasing agreement, create leasing companies; develop leasing investment projects; carry out procedures for the selection and evaluation of proposed investment leasing projects - navigate the legal documents governing leasing activities.
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**Table 2. The sequence of mastering the disciplines of social and professional interaction**

well	Providing disciplines	Competencies	Expected result
1	History of Kazakhstan	General education	<p>know: demonstrate knowledge and understanding of the main stages of history development of Kazakhstan</p> <p>Be able to: to correlate the phenomena and events of the historical past with the general paradigm of the world-historical development of human society through critical analysis; be able to objectively and multy-sided comprehend the immanent features of the modern Kazakh model of development</p> <p>Skills: possess the skills of analytical and axiological analysis in the study of historical processes and phenomena of modern Kazakhstan; systematize and critically evaluate historical phenomena and the processes of the history of Kazakhstan</p>
1	Foreign language	General education	<p>Know: lexical minimum and language material of topics and subtopics in a given discipline (social and social and cultural spheres of communication).</p> <p>Be able to: understand by ear not only individual phrases and frequently used words, but also more voluminous statements on topics directly related to it, understand the main content of short simple content on the radio, at the airport, at the station. understand when reading the content of short, simple texts, advertisements, brochures, menus, bus and train schedules, short simple personal letters, e-mails. communicate in simple typical situations that require the exchange of information within the framework of familiar topics and activities, be able to talk about family, living conditions, training sessions. write a simple letter of a personal nature, a note, an autobiography.</p> <p>Skills: understanding of foreign language dialogic and monologue speech within the framework of general cultural and professional topics; a foreign language at a level that allows to carry out the main types of speech activity; different ways of oral and written communication; skills of adequate response in situations of everyday, academic and professional communication; skills of listening, reading, writing.</p>
1	Kazakh language/	General education	Know: theoretical foundations of the course (language, its functions, forms of speech,

	Russian language		<p>text, its features, styles of speech, functional and semantic types of speech); features of dialogic and monologue speech; types of scientific information and the specifics of its implementation in a scientific text; elements of structural-semantic analysis and semantic analysis of a scientific text, components of a speech situation, speaker's intentions.</p> <p>Be able to: to carry out the correct choice and use of language and speech means for solving certain problems of communication and cognition based on knowledge of a sufficient amount of vocabulary, a system of grammatical knowledge, pragmatic means of expressing intentions; compose everyday, socio-cultural, official and business texts in accordance with generally accepted norms, functional orientation, using lexico-grammatical and pragmatic material of a certain certification level that is adequate to the goal; interpret the information of the text, explain in the scope of the certification requirements the style and genre specifics of the texts of the socio-cultural, socio-political, official business and professional spheres of communication; participate in communication in various situations in different spheres of communication in order to realize their own intentions and needs (everyday, educational, social, cultural), declaring them ethically correct, meaningfully complete, lexico-grammatically and pragmatically adequate to the situation; discuss ethical, cultural, socially significant issues in discussions, express their point of view, defend it with arguments, critically evaluate the opinion of interlocutors; build speech behavior programs in situations of personal, social and professional communication in accordance with the norms of the language, culture, specifics of the sphere of communication, certification requirements; request and communicate information in accordance with the situation of communication, evaluate the actions and deeds of participants, use information as a tool to influence the interlocutor in situations of knowledge and communication in accordance with certification requirements.</p> <p>Skills: the skills of producing oral and written speech in accordance with the communicative goal and the professional sphere of communication; language skills in various situations of everyday, socio-cultural, professional communication; skills of searching, processing information in Russian; types of speech activity.</p>
1	Information and communication technologies (in English)	General education	<p>Know: What economic and political factors contributed to the development of information and communication technologies; features of various operating systems, architecture; Be able to: identify the main trends in the field of information and communication technologies; se information resources to search and store information; work with spreadsheets, perform data consolidation, build graphs; apply methods and means of</p>

			<p>information</p> <p>Be able to: design and create simple websites; to process vector and bitmap images; to create multimedia presentations; to use various platforms for communication; calculate and evaluate performance indicators of supercomputers; use various forms of e-learning to expand professional knowledge; use various cloud services.</p> <p>Skills: database structure development; designing and creating presentations; receiving data from the server; creating video files; working with Smart applications; working with services on the e-government website</p>
1	Sociology	General education	<p>Know: patterns and stages of the historical process, the main historical facts, dates, events and names of world and domestic historical figures; the main events and processes of national history in the context of world history</p> <p>Be able to: critically perceive, analyze and evaluate historical information, factors and mechanisms of historical changes; analyze civil and ideological positions in society, form and improve their views and beliefs, transfer philosophical worldview to the field of material and practical activities; use various philosophical methods to analyze trends in the development of modern society, philosophical and legal analysis</p> <p>Skills: skills of a holistic approach to the analysis of society's problems; methods of philosophical, historical and cultural studies, techniques and methods of analyzing the problems of society; causal relationships in the development of Kazakhstan society; the place of a person in the historical process and the political organization of society; skills of respectful and careful attitude to the historical heritage</p>
1	Politology	General education	<p>Know: the main stages of the development of political knowledge in the history of civilization; schools and directions of modern political science; political life of society; the political system and its institutions; the essence of political processes in the country and the world.</p> <p>Be able to: analyze the features of political systems and the functioning of political institutions; critically evaluate the theoretical approaches of political science; identify the interrelationships and patterns of the political process; compare political systems, institutions and actors in the cross-country and subnational context, based on the knowledge gained and the methods mastered.</p> <p>Skills: the skills (gain experience) of working with primary sources on the topics of the course; analysis of regulatory legal acts and other documents; search, processing and analysis of information; solving problems related to the assessment of the political course; working in groups, project activities, business games; public speaking;</p>

			academic writing. the skills to express their thoughts and opinions in interpersonal and business communication in a foreign language; the skills to extract the necessary information from the original text in a foreign language.
1	Culturology	General education	<p>Know: basic theories of culture, basic concepts of cultural studies; the main directions of the methodology of modern cultural analysis</p> <p>the history of the formation of world culture and civilization, theoretical features of basic cultural concepts, various interpretations of culture and civilization in world and domestic literature; actual problems of the development of modern culture;</p> <p>the idea of culture as a socio-historical phenomenon; patterns of the development of world cultures, as well as the typology of the classification of cultures; basic knowledge about the history of the most important cultures of mankind; about the ways of acquiring, storing and transmitting the basic values of culture - about the diversity and self-worth of various cultures, forms and types of culture, patterns of their functioning and development, the main cultural and historical regions; the history of Kazakh culture, its place in the system of world culture and civilization</p> <p>Be able to: identify the features of this culture, the dominant values in it; explain the specifics of intercultural communication; conduct independent professional activity in a dynamically changing multicultural society; navigate the cultural environment of modern society; explain the phenomenon of culture, its role in human life;</p> <p>navigate cultural issues, independently understand the issues of the influence of cultural factors on the behavior of individuals</p> <p>Skills: practical skills in the preservation and enhancement of national and world cultural heritage; practical skills of practical use of knowledge and skills in taking into account the specifics of cultural behavior of various individuals and collectives in the modern conditions of the formation of civil society in the Republic of Kazakhstan.</p>
1	Psychology	General education	<p>Know: the meaning and place of psychology in the system of sciences; the main directions of personality development in modern psychology; personal values and meanings in professional self-determination; the relationship and mutual influence of the psyche and body; techniques and techniques of effective communication.</p> <p>Be able to: interpret basic psychological theories, concepts; use methods and mechanisms of emotion regulation in everyday life; identify patterns of behavior in a conflict situation and conduct self-diagnosis.</p> <p>Skills: determination of individual psychological characteristics of personality, value-semantic representations in professional self-determination of personality; recognition</p>

			of psychological impact and effective communication.
1-2	Physical training	General education	<p>Know: the role of physical culture in the development and training of a specialist; fundamentals of the state policy of the Republic of Kazakhstan in the field of physical culture and sports; theoretical and methodological foundations of physical culture; the main achievements of the Republic of Kazakhstan in the field of physical culture; hygienic and organizational bases of physical culture and sports.</p> <p>Be able to: use practical skills and abilities in life that ensure the preservation and strengthening of health, development and improvement of psychophysical abilities and qualities; use physical culture, sports and wellness activities to achieve life and professional goals; apply the rules for the safe conduct of physical exercises and sports.</p> <p>Skills: the skills of organizing mass sports competitions; exercises for professional and pedagogical physical training, general physical training, special physical training, as well as apply special games in practice; a system of practical skills that ensure the preservation and strengthening of health, development and improvement of psychomotor abilities and qualities.</p>
1	Fundamentals of market economy and entrepreneurship	General education	<p>Know: to study various scientific theories about the market economy, entrepreneurial activity, to consider the types of entrepreneurial activity, industry, market mechanism. Master various quantitative methods for entrepreneurial calculations, marketing research, analytical calculations and forecasts, master the methodology for calculating general and specific indicators of production and business projects;</p> <p>Be able to: analyze and justify the reality of business plans, Market Segmentation, competently and professionally assess market conditions for organizing your own business, be creative in solving various economic tasks, analyze the economic situation in the field of entrepreneurship and correctly assess qualitative changes in the development of the economy; possess practical skills of independent conduct of Economic Work at the enterprise,</p> <p>Skills: mechanisms of the foundations of a market economy and entrepreneurship; basic teachings, concepts and directions of development of a market economy and entrepreneurship; methodology for constructing graphs and schemes illustrating various economic models and types of business plans; directions for assessing economic processes and phenomena; methods for identifying problems of an economic nature in the analysis of actual problems of the modern economy, ways to solve them, taking into account the actions of economic laws at the micro and macro levels.</p>
1	Fundamentals of law and	General education	Know: the basic concepts and essence of legal relations, as well as legal mechanisms

	anti-corruption culture		<p>for regulating legal relations, the procedure for applying responsibility in legal relations, the importance of the principles and culture of academic honesty, the measure of moral and legal responsibility for corruption offenses.</p> <p>Be able to: has an intolerant attitude to corrupt behavior, respects the law and the law;</p> <p>Skills: conducting discussions on legal issues, on the application of norms in the modern period.</p>
1	Economic theory	Economic and organizational - managerial competencies	<p>Know: the main economic categories in educational and scientific activities; methods of studying economic processes and phenomena; fundamental principles of economic behavior of various subjects; the subject and place of economic theory in the system of economic knowledge; methods of knowledge of economic processes; basic concepts and categories of economic science; general principles of economic development; mechanisms for the functioning of markets for finished products and resources, the formation of factor income; the system of national accounts and the main macroeconomic indicators of the national economy; reasons for the cyclical development of a market economy and its instability; tools and methods of state regulation of the economy.</p> <p>Be able to: interpret basic economic concepts, conditions for the functioning of the national economy, summarize the results of the analysis of economic information; substantiate the economic aspects of various issues and problems of social development, navigate the main problems of a market economy; calculate the main micro- and macroeconomic indicators; build curves of demand, supply, indifference, equal product, costs, budget constraint lines, equal costs, etc. use various methods of measuring price levels, employment and unemployment; build curves of aggregate demand, supply, consumer spending, investment, etc. critically reflect on economic practice; put forward hypotheses about the causes of certain economic situations in Kazakhstan and the world, the main directions, tools for their resolution.</p> <p>Skills: methodology of micro- and macroeconomic analysis; critical and analytical approach in the process of perception of economic information.</p>
1	Mathematics in Economics	Economic and organizational - managerial competencies	<p>Know: an idea of the methods of mathematics, its role in the development of other sciences, where and how mathematical methods are applied; know the basic definitions, theorems, rules, mathematical methods and practical applications.</p> <p>Be able to: use mathematical methods for calculating and forecasting socio-economic phenomena. build mathematical models; set mathematical problems; select appropriate mathematical methods and algorithms for solving the problem; apply numerical</p>



			<p>methods to solve the problem using modern computer technology; provide high-quality mathematical research; on the basis of the conducted mathematical analysis to develop practical recommendations.</p> <p>Skills: a culture of thinking, capable of generalization, analysis, perception of information, setting a goal and choosing ways to achieve it; be able to logically correctly, reasonably and clearly build oral and written speech; willingness to cooperate with colleagues, work in a team; use the basic laws of disciplines in professional activities, apply the methods of mathematical analysis and modeling, theoretical and experimental research</p>
2	Philosophy	General education	<p>Know: basic philosophical concepts and categories, patterns of development of nature, society and thinking; the essence of philosophical categories, terminology of philosophy and the structure of philosophical knowledge, functions of philosophy methods of philosophical research; the place and role of philosophy in public life</p> <p>Be able to: to use the basics of philosophical knowledge to form a worldview position; - analyze ideological, socially and personally significant philosophical problems; to orient oneself in the system of philosophical knowledge as a holistic view of the foundations of the universe and the prospects for the development of planetary society; to understand the characteristic features of the modern stage of philosophy development</p> <p>Skills: the skills of philosophical analysis of various types of worldview; the skills of philosophical thinking to develop a systematic, holistic view of the problems of society; the skills of analyzing texts with philosophical content</p>
2	Accounting and auditing	Professional	<p>Know: basic knowledge of accounting and auditing, the logic of reflecting the facts of economic activity on the accounts of accounting, the procedure and methods for preparing financial statements; technology for conducting audits, types and methods of collecting audit evidence.</p> <p>Be able to: use mathematical methods for calculating and forecasting socio-economic phenomena; apply and use legislative, regulatory and instructive materials, methods and techniques, methods of accounting and auditing.</p> <p>Skills: reflection of assets, liabilities, capital, income and expenses in accounting accounts in accordance with international financial reporting standards; reflection of business operations of the organization in the form of accounting correspondence; filling in the primary documentation and compiling accounting documentation; using information of a financial nature to solve optimization problems in the organization.</p>

2	Professional Kazakh (Russian) language	Professional	<p>Know: professional vocabulary and terminology; the specifics of oral communication in the professional field; linguistic features of oral and written communication; features of business communication and business etiquette.</p> <p>Be able to: use the Russian language in interpersonal communication and professional activities; to carry out business communication and conduct business conversations on professional topics; to make out and transfer the necessary information in writing; explain your point of view and critically evaluate the provisions put forward; create your own statements, essays, etc. apply business etiquette in speech.</p> <p>Skills: skills of expressing one's thoughts and opinions in interpersonal and business communication in Russian; professional terms and concepts; analysis of professional text; information competence: the ability to work with a book, textbook, reference literature, dictionaries, find the necessary information.</p>
2	Professional-focused foreign language	Professional	<p>Know: lexical material on the topics of this discipline; regulatory requirements for registration (official letter, essay, etc.); improve pronunciation skills; develop productive and receptive lexical and grammatical skills; to improve the skills of dialogic speech of a general nature associated with situations of everyday and professional communication; develop listening skills (with a full understanding of what they heard); develop and improve writing skills; improve the skills of introductory, studying, viewing and search reading.</p> <p>be able to: automate the technical skills of reading to oneself; develop the ability to transfer scientific information and literature of a socio-political nature; develop the skills of monologue (prepared) speech - the deployment of the thesis; master reversed reading aloud of the prepared message; teach referencing skills.</p> <p>Skills: complexity in solving practical, educational, educational and developmental goals (at the same time, practical goals act as leading ones); communicative orientation of the learning process.</p>
2	Microeconomics	Economic and organizational - managerial competencies	<p>Know: basic concepts and methodology of microeconomics; basic methods of microeconomic analysis; the mechanism of functioning of the market economy at the micro level; laws and patterns manifested in the behavior of individual economic entities; economic mechanisms for the functioning of a firm (enterprise) in market conditions; microeconomic tools for assessing the effectiveness of the economic activity of a firm (enterprise); the mechanism of price formation for goods in various market structures; the necessity, methods and consequences of state regulation of the activities of organizations.</p>

			<p>Be able to: assess the economic situation at the micro level, use microeconomic theories to analyze the behavior of economic agents; evaluate the state of individual markets, explain the reasons for the behavior of consumers and firms, apply the methods of microeconomic analysis in interpreting economic reality; apply the acquired knowledge when considering specific situations.</p> <p>Skills: critical analysis and evaluation of various economic concepts, their role in economics; studies of patterns of economic development at the micro level; application of theoretical provisions in solving practical problems; determination and analysis of performance indicators of the firm (enterprise); analysis of the activities of an individual firm (enterprise) and trends in the development of the economic system as a whole.</p>
2	Macroeconomics	Economic and organizational - managerial competencies	<p>Know: the terminology of macroeconomics, the main patterns of development of a market economy; the main features of the functioning of the national economy; characteristics of economic relations at the level of macroeconomics as a basic level of economic development; basic theoretical provisions and key concepts of macroeconomics; methods and directions of state influence on the economic system; features of the implementation of the state economic policy in Kazakhstan; connection of the studied discipline with other sciences.</p> <p>Be able to: evaluate the economic situation at the macro level, understand the methods of macroeconomic analysis; use macroeconomic theories to analyze the types and instruments of macroeconomic policy; develop recommendations for improving macroeconomic analysis; make calculations of the most important indicators and coefficients of macroeconomic processes and phenomena; use the methods of macroeconomic analysis in the interpretation of economic reality; understand the essence and content of economic processes and phenomena described by macroeconomic models and functional dependencies; apply the acquired knowledge when considering specific situations.</p> <p>Skills: possession of the basic conceptual and categorical apparatus of macroeconomics; methods of macroeconomic analysis and calculation of key indicators; the ability to assess the effectiveness and socio-economic consequences of specific government measures used in the implementation of the state's stabilization policy.</p>
2	Statistics	Economic and organizational -	<p>Know: sample observations, statistical methods for studying the dynamics of social phenomena, the subject and method of statistics, statistical observation, statistical</p>

		managerial competencies	<p>summary and grouping, absolute and relative values, average values and indicators of variation, selective observation, series of dynamics, indices, statistical study of the relationships of social phenomena, statistics of population and labor resources, system of national accounts, main macroeconomic indicators, statistics of living standards of the population.</p> <p>Be able to: formulate the goals and objectives of statistical research; draw up statistical research programs, systematize and summarize economic information, analyze the structure and development trends of the Kazakhstani and world economies, forecast economic processes; collect and register information, carry out primary processing and control of observation materials, perform calculations of statistical indicators and formulate the main conclusions, carry out a comprehensive analysis of the studied socio-economic phenomena. apply acquired knowledge and possess skills: in practice; Skills: use of statistical information in the further development of general and special economic disciplines; application of statistical methods for the processing and analysis of quantitative and qualitative information on the development of socio-economic processes and phenomena.</p>
2	Socio-economic statistics	Economic and organizational - managerial competencies	<p>Know: the main methods of obtaining, processing, analyzing and visualizing information; statistical indicators and the technique of their calculation; normative acts of statistical information;</p> <p>Be able to: calculate statistical indicators in indices and generalize the results of observations on socio-economic phenomena; carry out a comprehensive analysis of the studied phenomena and processes; perform the necessary calculations and formulate conclusions; use in the work of special literature, reference material and computer technology.</p> <p>Skills: on the main provisions of economic statistics; on general rules and principles of statistical research and observations; about the nature of statistical aggregates; about ways to solve statistical indicators</p>
2	Fundamentals of Management and Marketing	Economic and organizational - managerial competencies	<p>Know: acquire knowledge in the field of management and marketing; use the complex of acquired knowledge to solve all marketing problems; determine the state of the economy, the real state of the company and its position in the market;</p> <p>Be able to: what is an enterprise as an object of marketing activities; what tasks of the firm's practical activities are solved within the framework of the marketing concept;</p> <p>Skills: to possess methods of economic analysis of the behavior of economic agents and markets in a global environment;</p>

2	Market Infrastructure-	Economic and organizational - managerial competencies	<p>Know: evaluate the results of the company's marketing activities; the process of forming the market infrastructure in Kazakhstan.</p> <p>Be able to: analyze the results of marketing research of enterprises and financial organizations, how to manage internal processes with the help of marketing tools; to form students' knowledge about the features of the current stage of development of the economy of Kazakhstan.</p> <p>Skills: ability to use modern methods of corporate finance management to solve strategic problems, works are the main elements of the market infrastructure.</p>
2	Fundamentals of Economic Analysis	Professional	<p>Know: methodological principles of economic analysis; features of the method of economic analysis; content (main sections) of the analysis methodology; requirements for the initial information for analysis; the procedure for preparing analytical information;</p> <p>Be able to: correctly formulate an analytical problem; build multifactorial systems; apply methods for identifying the influence of factors on the change in the performance indicator; conduct research aimed at setting tasks for creating or improving an object, to find ways to perform functions.</p> <p>Skills: to systematize the main methods of economic analysis, to apply methods of complex assessments of the activities of economic entities and their divisions; interpret the calculation results, achieving the optimal ratio between the useful effect of the object and the total costs for its life cycle</p>
2	Functional-Value Analysis	Professional	<p>Know: methods and techniques of analytical calculations; the history of the development of the FSA in our country and abroad, the sequence of actions when carrying out work on the FSA, technology of work, basic methods, new forms of analysis, areas of its application.</p> <p>To be able to: solve the problems formulated at each stage of the FSA, to implement the received solutions.</p> <p>Skills: to systematize the main methods of economic analysis and the main tools of functional cost analysis, finding completely new technical solutions through the use of a functional approach; reducing the consumption of various types of resources by stages of the life cycle of an object due to the elimination or reduction of auxiliary and harmful (unnecessary) functions of the object.</p>
2	Finance	Professional	<p>Know: know about financial instruments, know the basics of organizing and managing public finances, finances of business entities and financial institutions; terminology and concepts of activity of subjects of financial relations.</p>

			<p>Be able to: analyze and manage the activities of financial, investment markets, be able to analyze the cash flows of the state, business entities and financial institutions. Apply the conceptual and categorical apparatus in professional activities; search for information on the received task, collect, analyze data</p> <p>Skills: possess financial management skills to make decisions on the formation and use of financial resources at different levels of society. Methodology of currency research; modern methods of collection, processing and analysis of currency and financial and economic data</p>
2	Global financial markets	Professional	<p>Know: the structure of the world monetary system and the patterns of its development; basics of construction, calculation and analysis of the system of currency indicators; the role of the exchange rate in the implementation of monetary policy and the development of the national economy.</p> <p>Be able to: use sources of economic, currency, financial information; analyze and interpret the data of domestic and foreign statistics on currency processes and phenomena, identify trends in changes in currency and financial and economic indicators.</p> <p>Skills: to identify factors contributing to the development of business and increase the competitiveness of domestic enterprises in world markets, the skills to extract the necessary information on economic and business problems; knowledge of the main instruments of the global foreign exchange market and the loan capital market</p>
3	1 C accounting	Professional	<p>Know: the main types of accounting automation in enterprises. The technology of accounting in the software environment 1C: Accounting.</p> <p>Be able to: use automated accounting and reporting programs (1C-Accounting) to keep records of cash transactions. Maintain accounting and tax records, generate financial and regulated reports</p> <p>Skills: work in a typical configuration "Enterprise Accounting" of the "1C: Enterprise" system.</p>
3	Parus 8 accounting	Professional	<p>Know: the basic terminology of the beginning and end of the system, setting parameters, the formation, accounting and reflection in the accounts of budgetary accounting, banking documents.</p> <p>Be able to: use automated accounting and reporting programs to keep records of cash transactions. launch the "administrator" application; set the current date, general system settings, register business transactions, close the accounting period.</p> <p>Skills: work with counterparties, bank and cash documents, registration of business</p>

			transactions on an extract from a personal account in the treasury.
3	BigDate and business analytics	Professional	<p>Know: knowledge of data collection, analysis and storage; methodology, theory and practice of business intelligence, master the basic principles and modern approaches to data analysis, models and work with data processing and analysis tools.</p> <p>Be able to: process cloud computing data that can significantly reduce information technology infrastructure costs (in the short and medium term) and respond flexibly to changing computing needs using the elastic computing properties of cloud services.</p> <p>Skills: possession of modern information technologies and programs, the result of the analysis of reporting in the process of substantiating the organization's development strategy.</p>
3	Cloud computing services	Professional	<p>Know: knowledge of data collection, analysis and storage; IBM cloud solution implements IaaS, SaaS, PaaS models within not only public, but also private and hybrid clouds.</p> <p>Be able to: cloud computing data that can significantly reduce information technology infrastructure costs (in the short and medium term) and respond flexibly to changing computing needs using the elastic computing properties of cloud services.</p> <p>Skills: possession of modern information technologies and programs, skills in using types of cloud computing, the main types of cloud services and their advantages, which help companies solve complex problems in the digital age.</p>

### **3. List of modules included in the educational program**

№ module	Module name	List of disciplines included in the module	Block	Semester	Volume of loans	form of control	Total credits modulo
M.1	Information and Communication Technologies	Information and Communication Technologies (in English)	GED RC	1	5	Exam	5
M.2	Languages	Foreign language	GED RC	1,2	10	Exam	20
		Kazakh (Russian) language	GED RC	1,2	10	Exam	
M.3	Fundamentals of Economics	Economic theory	BD UC	1	6	Exam	8
		Educational practice	BD UC	2	2	Dif credit	
M.4	History	History of Kazakhstan	GED RC	1	5	SE	5
M.5	Socio-political knowledge	Sociology	GED RC	2	2	Exam	13
		Political science	GED RC	2	2	Exam	
		Culturology	GED RC	2	2	Exam	
		Psychology	GED RC	1	2	Exam	
		Philosophy	GED RC	4	5	Exam	
M.6	Macro environment of the market	Fundamentals of market economy and entrepreneurship	GED UC	2	3	Exam	11
		Fundamentals of law and anti-corruption culture	GED UC	2	2	Exam	
		Fundamentals of Management and Marketing/Market Infrastructure	BD OC	3	6	Exam	
M.7	Sport	Physical Culture	GED RC	1-4	8	Dif credit	8
M.8	Accounting and analytical	Mathematics in Economics	BD UC	1	5	Exam	18
		Accounting and audit	BD UC	3	4	Exam	
		Statistics/Socio-economic statistics	BD OC	3	5	Exam	
		Fundamentals of economic analysis / Functional cost analysis	BD OC	4	4	Exam	
M.9	Professional language	Professional Kazakh (Russian) language	BD UC	3	3	Exam	6
		Professionally oriented foreign language	BD UC	4	3	Exam	
	Economic management	Microeconomics	BD UC	3	5	Exam	9



M.10		Macroeconomics	BD UC	4	4	Exam	
M.11	Financial applied	Money, credit, banks	MD UC	3	5	Exam	16
		Finance/World financial markets	BD OC	4	5	Exam	
		Insurance / Risk - management	BD OC	5	4	Exam	
		Manufacturing practice I	BD UC	4	2	Dif credit	
M.12	Financial intermediary	Financial markets and intermediaries / Consulting	MD OC	4	5	Exam	16
		Banking/Banking Management	MD OC	5	5	Exam	
		Financial analysis in the activities of a commercial bank / Tax management	MD OC	5	6	Exam	
M.13	Financing	Investment financing and lending/Islamic finance	BD OC	5	5	Exam	5
M.14	Financial and analytical	Financial management	MD UC	7	5	Exam	22
		Corporate Finance	MD UC	5	5	Exam	
		Financial statistics / Banking statistics	BD OC	6	4	Exam	
		Big Data and Business Intelligence / Cloud Computing Services	BD OC	6	4	Exam	
		Manufacturing practice II	BD UC	6	4	Dif credit	
M.15	Fiscal policy	Taxes and taxation/Tax law of the Republic of Kazakhstan	BD OC	5	5	Exam	15
		Securities Market / Exchange Business	BD OC	6	5	Exam	
		State Budget/Fiscal Policy	MD OC	6	5	Exam	
M.16	Accounting	1C Accounting/Sail 8 Accounting	BD OC	6	5	Exam	5
M.17	Fundamentals of enterprise management	Bankruptcy and reorganization of the enterprise / Financial recovery of the enterprise	BD OC	7	5	Exam	17
		Analysis of financial and economic activities / Financial analysis	BD OC	7	4	Exam	
		Professional values and ethics of a financier/Ethics of business communication	BD OC	7	5	Exam	

		Administration of investment projects and decisions / Evaluation of the effectiveness of investment decisions	MD OC	6	3	Exam	
M.18	Financial management	International monetary and financial relations/Financial control and audit	MD OC	7	6	Exam	22
		Financial Law/Business Law	BD OC	8	3	Exam	
		Modern banking technologies/Leasing and leasing operations	MD OC	8	4	Exam	
		Customs/Budget control	BD OC	7	5	Exam	
		Financial Monitoring/Financial Planning	BD OC	8	4	Exam	
M.19	professional practice	Manufacturing practice III	MD UC	8	5	Dif credit	7
		Predegree practice	MD UC	8	2	Dif credit	
M.20	final examination	Writing and defending a thesis, graduation project or preparing and passing a comprehensive exam	FE	8	12	FE	12
	Total						240