International Institute of Business Analysis™

IIBA Academic Certificate in Business Analysis

The Academic Certificate in Business Analysis from International Institute of Business Analysis (IIBA) provides an opportunity for anyone considering a career in business analysis and who has no prior BA experience to gain a comprehensive understanding of the business analyst role.

The certificate program will provide instruction and educational content to students in each of the 53 Performance Competencies outlined in the IIBA® Business Analysis Competency Model and *A Guide to the Business Analysis Body of Knowledge® (BABOK® Guide)*. Upon completion of the program, students will have the knowledge to perform effectively as an entry level business analyst.

This one semester course is for students enrolled in undergraduate and/or graduate programs, and for professionals who want to learn more about the discipline of business analysis.

Professionals and students interested in pursuing a career in business analysis should consider the IIBA Academic Certificate in Business Analysis as a first step toward entering the BA profession.

Academic Certificate Benefits

- Offers those new to the field of business analysis an opportunity to gain the knowledge needed to fully understand the business analyst role.
- Provides opportunities for colleges and universities to offer a thorough course in business analysis that has been reviewed and approved by IIBA, the world's leading association for the business analysis profession.
- Utilizes course materials that have been reviewed and recognized by IIBA and are in alignment with the *BABOK® Guide*.
- Offers a professional development option for employers who want to provide training for employees seeking a career in business analysis.
- Provides recognition for certificate recipients who are listed in an online directory on the IIBA website.
- Offers a solid introduction to business analysis for anyone interested in pursuing the IIBA Academic Diploma Program.

Steps to offering the program

In order to offer the Academic Certificate in Business Analysis Program at your institute, please follow these steps:

1. Your institute must be an IIBA Academic Member to offer the program. To become an Academic Member, email academic@IIBA.org or for more information, visit www.IIBA.org/.
2. IIBA will schedule a teleconference with your college/university to learn more about the academic needs of your institute and to understand how the course will be delivered. The course can only be offered by academic institutes with diploma or degree-granting authority.
3. IIBA will provide a checklist outlining the necessary materials that must be provided for IIBA to conduct a review of your certificate program. There are no fees for offering this program.
4. Your institute will be given the name of an IIBA contact who will work with you in developing this program.
5. Once submitted, the course syllabus and content will be reviewed by IIBA and the institute will be contacted within 30 days that the course is approved, or will be informed that changes need to be made and the course resubmitted.
6. When the BA course is approved and eligible as part of the certificate program, the college or university may begin offering the course and marketing it as a course that has been approved by IIBA. This includes using the Academic Certificate in Business Analysis logo in course catalogues, brochures, etc.
7. Your academic institute will be required to purchase one copy of the *BABOK® Guide* for each student enrolled in the certificate program.

Course completion

- To pass the course, students are required to achieve a grade of B or better, or 77% or better. A pass/fail score will not be accepted by IIBA.
- The academic institute will be responsible for sending IIBA a list of students who have completed the course and met the certificate program criteria. A standardized template for delivering this information will be provided by IIBA.
- On a quarterly basis, IIBA will process, print and mail certificates directly to course graduates. In addition, these students will be listed in a directory on the IIBA website, identifying them as a certificate recipient.

For more information about the IIBA Academic Certificate in Business Analysis or to speak with IIBA about implementing the course at your academic institute, please email academic@IIBA.org.