



## Course Information Form

This Course Information Form provides the definitive record of the designated course

### Section A: General Course Information

<b>Course Title</b>	BA (Hons) Business Administration (International Banking and Finance)
<b>Final Award</b>	BA (Hons)
<b>Route Code</b>	BAABFAAF
<b>Intermediate Qualification(s)</b>	
<b>FHEQ Level</b>	6
<b>Location of Delivery</b>	University Square Campus, Luton
<b>Mode(s) and length of study</b>	Full Time, 1 Year
<b>Standard intake points (months)</b>	October, February, June
<b>External Reference Points as applicable including Subject Benchmark</b>	QAA Subject Benchmark Statement, Undergraduate Degree in Business and Management (November 2019) QAA UK FHEQ Quality Code for Higher Education 2014 Part A, October 2014
<b>Professional, Statutory or Regulatory Body (PSRB) accreditation or endorsement</b>	n/a
<b>HECoS code(s)</b>	100827, 100079, 100107
<b>UCAS Course Code</b>	n/a

## Course Aims

This is a final year honours degree course for students who wish to gain a BA (Hons) in Business Administration having already achieved two years of undergraduate equivalent study (Level 4 and 5, equivalent to 240 credits) in International Banking and Finance and Business Administration related subject areas and want to upgrade their qualification to a full honours award. This degree will help you on your way to becoming a qualified accountant but also opens up opportunities for alternative rewarding careers in finance.

You are expected to be able to accurately identify, record and process business transaction and financial manipulations, thus, you will be taught mainly through a series of lectures to provide essential knowledge and seminars to apply and develop the technical skills inherent within the finance profession, as appropriate to your level of study. You will develop a professional attitude to your work by preparing adequately for sessions and taking appropriate steps to ensure that you have covered the breadth of your syllabus are well prepared for your all assessments.

### Educational Aims


This course aims to provide you with a comprehensive knowledge of the main ideas, concepts and principles of accounting and finance as they prove relevant to the behaviour of individuals, businesses, ini891 Tf 0 0 1s of tgd thn.

Upon successful completion of your course you should meet the appropriate learning outcomes for your award shown in the table below

**Course Learning Outcomes**

<b>Outcome</b>	<b>Award</b>
1 Demonstrate a coherent and detailed knowledge of a number of functional areas of business including finance, management, planning & strategy in a global, inter-connected business context.	BA Business Administration (International Banking and Finance)
2 Demonstrate ability to reflect on an understanding of appropriate research methods sufficient to allow investigation and integrating into relevant and latest Business Administration and Banking and Finance topics and to demonstration ability to interpret such material.	BA Business Administration (International Banking and Finance)
3 Exhibit critical ability to evaluate the impact of internal and external factors on various organizational contexts including locally, nationally and across international boundaries combined.	





develop your personal skills of organisation, analysis, academic report writing and presentation which will be invaluable in any chosen career path. You will also develop a wide range of communication skills, both as an individual and as a group. The course also looks to develop soft skills such as communication skills, organisational skills, and self-management which are very essential

## Learning support

Study Hub team providing academic skills guidance;  
Personal Academic Tutoring system; a student managed Peer-Assisted Learning scheme;  
BREO: Bedfordshire Resources for Education Online (BREO) includes the University's virtual learning environment (Blackboard) and a range of other technologies. Through BREO you will have access to a range of material and resources to help and support you in each of the units you study and it is important that you access BREO regularly to find out about any changes.  
Professional Academic Development (PAD): It is not unusual to need some extra advice and guidance on developing your academic skills. The University has a specialist support area- Professional Academic Development (PAD) who can help and support you in a range of areas including:

- The quality of your written assignments
- Your understanding of mathematical or statistical concepts
- Your organisational skills and how you approach studying
- Your time management and prioritising
- The strategies you use when reading
- Your language skills
- Aspects of your IT skills
- How you prepare for exams

There is no cost for PAD's services. If you feel that you would benefit from some additional help with your studies then do contact them. You can visit their web site at <http://lrweb.beds.ac.uk/pad> to find out the dates of workshops on a range of topics or to book one-to-one appointments. You will also find a Professional Academic Development link on your home page within BREO which provides access to a range of additional on-line resources.

Course-specific support includes the following:

Your Course Coordinator will be there to advise you on:

- Specific information regarding your Course, particular Units, options, regulations, etc.
- Accuracy of your results
- Obligations regarding re-assessment and repeats
- Materials including the Course Handbook, and Induction information.

You will have an induction during your first week where all relevant information regarding this course will be presented and you will have an opportunity to meet your Course Coordinator, and a number of your tutors.

English Language Support through the Language Centre with daily drop in service and free language classes.

Communication Skills courses are offered to International and European Students with the opportunity to enrich their academic study skills, intercultural communication skills, and helping them reflect on British university conventions.

<https://www.beds.ac.uk/entryrequirements>

**Approved Variations and Additions to Standard Admission**



**Assessment Regulations**

<https://www.beds.ac.uk/about-us/our-university/academic-information>

**Note: Be aware that our regulations change every year**

**Approved Variations and Additions to Standard Assessment Regulations**

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The entry requirements statement and RPL/RPCL process as outlined below is included in pathway CIFs.

Entry requirements

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Applicants are expected to have minimum 240 credits (NLP L5 courses in the UK and equivalent international rankings as directed by bodies such as UKNARIC) in subjects related to Business administration with evidence of completion of a minimum of  
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procedures.

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English Language: IELTS 6.0 with minimum 5.5 in each element or equivalent. International applications will be assessed using UKBA and University of Bedfordshire policy, check English language requirements at: <https://www.beds.ac.uk/entryrequirements>

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Additional:

The University recognises that many prospective students particularly mature applicants, applying for courses have a vast range of expertise, skills and knowledge. RPEL (Recognition of Prior Experiential Learning) and RPCL (Recognition of prior Certificated Learning) are processes that enable you to receive formal recognition for skills and knowledge you already possess that have not been previously assessed or awarded credit.



RPCL and RPEL are both available for UK and EU students. Applicants with substantial work experience in the chosen subject specialism topic will be considered through RPEL process. Candidates will be eligible to join the program if they can demonstrate substantial non-certificated, work-based or experiential learning prior to admission to this programme as a practitioner in a field that is broadly related Business Administration with evidence of specialism in the chosen pathway as per the standard entry

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**Section B: Course Structure**



## Section C: Assessment Plan

The course is assessed as follows :

### BAABFAAF - BA (Hons) in Business Administration (International Banking and Finance) (Honours stage)

Unit Code	Level	Period	Core/Option	Ass 1 Type code	Ass 1 Submit wk	Ass 2 Type code	Ass 2 Submit wk	Ass 3 Type code	Ass 3 Submit wk	Ass 4 Type code	Ass 4 Submit wk
AAF007-3	6	SEM 1, SEM 2	Core	EX-PT	8	EX	15				
SHR016-3	6	SEM 1, SEM 2	Core	WR-I	6	EX	15				
AAF040-3	6	SEM 2, SEM 3	Core	IT-PT	8	EX-CB	15				
BSS064-3	6	SEM 2, SEM 3	Core	PJ-DIS	11						

#### Glossary of Terms for Assessment Type Codes

EX	Exam (Invigilated)
EX-CB	Computer-based Invigilated Examination
IT-PT	Summative in-class test or phase test
PJ-DIS	Coursework - Dissertation Report
WR-I	Coursework - Individual Report

