



LEEDS
BECKETT
UNIVERSITY

Course Specification

**BA (Hons)
Accounting and
Finance**

Course Code: ACCOU

2020/21

BA (Hons) Accounting and Finance

Material Information Summary for 2019/20 Entrants

Confirmed at 11/07/2019

General Information

Award	BA (Hons) Accounting and Finance
Contained awards	BA Accounting and Finance Diploma of Higher Education Accounting and Finance Certificate of Higher Education Accounting and Finance
Awarding Body	Leeds Beckett University
Level of Qualification & Credits	Level 6 of the Framework for Higher Education Qualifications, with 120 credit points at each of Levels 4, 5 and 6 of the UK Credit Framework for Higher Education (360 credits in total)

Course Lengths & Standard Timescales

The standard start date for Leeds Beckett University induction week is reproduced below and relates to the majority of students starting a course in September 2019. A proportion of courses have alternate start dates which are displayed on the online prospectus and additionally will be notified to the students concerned via the offer letter. Non-September starters will also have their start dates confirmed in their offer letters.

- 3 years (full time, campus based)
Starts 23rd September 2019/ Ends June 2022
- 4 years (full time, campus based with a one year work placement)
Starts 23rd September 2019/ Ends June 2023
- 6 years (part time, campus based)
Starts 23rd September 2019/ Ends June 2025

Part Time Study PT delivery is usually at half the intensity of the FT equivalent course, although there may be flexibility to increase your pace of study to shorten the overall course duration. Some modules may be delivered in a different sequence to that advertised within this Course Specification but the modules offered within each level are as advertised. Please note that the work placement option is not available to PT students.

Location(s) of Delivery City Campus, Leeds (plus location of work placement, if applicable)

Entry Requirements Admissions criteria are confirmed in your offer letter. Details of how the University recognises prior learning and supports credit transfer are located here: <http://www.leedsbeckett.ac.uk/studenthub/recognition-of-prior-learning/>

Course Fees Course fees and additional course costs are confirmed in your offer letter

Timetable Information

Timetables will be made available to students during induction week via:

- i) The Student Outlook Calendar
- ii) The Student Portal
- iii) The Leeds Beckett app

Any difficulties relating to timetabled sessions can be discussed with your Course Administrator.

Policies, Standards and Regulations <http://www.leedsbeckett.ac.uk/public-information/>

There are no additional or non-standard regulations which relate to your course

Key Contacts

Your Course Director	Paul Hampson
Your Academic Advisor(s)	To be confirmed on arrival
Your Course Administrator	Amy Berry

Placement Information

Summary Placements are recognised and valued by employers and enhance your employability and preparedness for life after graduation. If you choose to undertake a placement, our Placements Teams will work with you to identify an appropriate opportunity either in the UK or overseas. Please contact Placement Team representatives at either City Site or Headingley for further information. Please note that the costs associated with work placements are not funded by the university (eg travel/ accommodation).

Length Students have the option to undertake a full placement year between L5 and L6, for 48 weeks, and an optional module at H6, Work Placement, may be taken to report on the placement year

Location None specified

Professional Accreditation or Recognition Associated with the Course

Professional Body	Association of Chartered Certified Accountants (ACCA) Chartered Institute of Management Accountants (CIMA) Institute of Chartered Accountants in England and Wales (ICAEW)
How is Accreditation/ Recognition Achieved?	<p>Association of Chartered Certified Accountants (ACCA) Successful completion of this programme provides conditional exemptions on ACCA papers F1 - F9. You must supply documentary evidence to ACCA to convert conditional exemptions into actual exemptions following graduation. A pass mark of 40% is required for some modules.</p> <p>Chartered Institute of Management Accountants (CIMA) Successful completion of this programme provides exemption from CIMA examinations BA1 – BA4, P1 - P2 and F1 - F2. You must register with CIMA and supply documentary evidence to verify your eligibility for exemption following graduation. A pass mark of 40% is required for some modules.</p> <p>Institute of Chartered Accountants in England and Wales (ICAEW) Graduates of this programme can apply for Credit for Prior Learning against the ICAEW Certificate in Finance, Accounting and Business (ICAEW CFAB), and also in Professional Level examinations in Accounting, Assurance, Business Technology and Finance, Law, Management Information, Principles of Taxation, and Financial Management. You will need to provide documentary evidence to ICAEW to verify your eligibility for CPL. A pass mark of 50% is required for all modules</p>
Course Accreditation/ Recognition Period	On-going since 01/08/2013

Course Overview

The overall aim of the course is derived from the QAA Accounting subject benchmarks and is:

To enable graduates to make an effective contribution to the financial management and administration of organisations through developing those key skills and abilities considered to be necessary for the financial management of organisations in the future.

Course Learning Outcomes

At the end of the course, students will be able to:

- 1 construct and analyse financial statements and financial information using a range of techniques and appropriate e-tools in order to critically appraise their value in decision making
- 2 critically appraise current developments in accounting and finance including evaluating contemporary theories and empirical evidence
- 3 recognise the contribution of accounting and finance to a diverse range of enterprises and society as a whole and be capable of describing and commenting on accounting and finance research using appropriate data and methodologies.
- 4 engage in the workplace as an ethical professional with the essential graduate attributes of enterprise, digital literacy and global outlook.

Teaching and Learning Activities

Summary

The delivery of the course is based on a standard model of lectures (typically 2 hours) followed by seminar (typically 2 hours). (Total = 4 hours). Lectures deliver key knowledge. Seminars facilitate enhancement and application of knowledge through use of case studies, simulations, projects, critical readings, and so on. Seminars also bridge the gap from module content to module assessment, helping students to prepare for and engage with summative assessment tasks. Finally seminars offer guidance on additional independent learning, for example by extension tasks, guide for further reading and additional resources.

Throughout the course students experience a range of learning and teaching activities e.g. lectures, seminars, supervised computer lab workshops, supported by on-line resources. Seminar preparation is also supported by the use of VLE tools e.g. document and web links will direct students to reading materials and additional activities in a range of modules such as Introduction to Accounting (H4), Dealing with Accounting Adjustments (H5) and Accounting Issues (H6). Students are able to self-check their understanding by completing online quizzes. Additional module support is provided by tutors in their weekly consultation drop in sessions.

Students are guided and encouraged to develop independent study skills. Students are encouraged to value the contributions of their peers, for example in the preparation of a group presentation in the Business Context module at level H4. In Strategic Planning and Control level H6 involves students working in groups to manage and carry out a business simulation project synthesizing, applying, and reflecting on the knowledge and skills developed throughout the award.

Your Modules

(Correct for students progressing through the programme within standard timescales. Students who are required to undertake repeat study may be taught alternate modules which meet the overall course learning outcomes. Details of module delivery will be provided in your timetable).

Level 4 Core Modules (2019/20 for FT students and 2019/20 and 2020/21 for standard PT students)

Introduction to Accounting

Introduction to Financial Statements

Corporate and Business Law

Management Accounting

Business Context

Data Analysis for Finance

Level 5 Core Modules (2020/21 for FT students and 2021/22 and 2022/23 for standard PT students)

Skills for Accountants

Financial Management

Dealing with Accounting Adjustments

Producing & Interpreting Group Financial Statements

Intermediate Management Accounting

Level 5 Option Modules (delivery years as per Level 5 core modules above)

The following option modules are indicative of a typical year. There may be some variance in the availability of option modules

Personal Taxation

Finance in Practice

Managerial Decision Making

Business Journalism

Management and Strategy

Managing in Public and Private Sectors

Principles of Leadership

Level 6 Core Modules (2021/22 for FT students, 2022/23 for sandwich placement students and 2023/24 and 2024/25 for standard PT students)

Strategic Planning and Control

Accounting Issues

Advanced Financial Management

Corporate Taxation, Theory and Practice

Work Placement (*Sandwich students only*)

Level 6 Option Modules (delivery years as per Level 6 core modules above)

The following option modules are indicative of a typical year. There may be some variance in the availability of option modules

Cross-Cultural Management & Diversity

Management & Leadership Development

Reward Management

Finance & Investment Management

International Business Finance

Applied Finance for Enterprise

Leadership Strategy & Change

Governance, Ethics & Corporate Social Responsibility

Dissertation

Project & Risk Management

Audit and Assurance

Leading Innovation & Change

Assessment Balance and Scheduled Learning and Teaching Activities by Level

The assessment balance and overall workload associated with this course are calculated from core modules and a sample of option module choices undertaken by a typical student. They have been reviewed and confirmed as representative by the Course Director.

A standard module equates to 200 notional learning hours, which may be comprised of teaching, learning and assessment, placement activities and independent study. Sandwich placement years spent out of the University are not be included in the calculation unless they are credit bearing and attributed to a level of the course. Modules may have more than 1 component of assessment.

Assessment Balance	Level 4	Level 5	Level 6
Examination	85%	70%	67%
Coursework	10%	18%	28%
Practical	5%	12%	5%
Overall Workload			
Teaching, Learning and Assessment	288 hours	288 hours	298 hours
Independent Study	912 hours	912 hours	902 hours
Placement	0 hours	0 hours	0 hours

Learning Support

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to specialist professional services as appropriate. They can give you a confirmation of attendance letter, and a transcript. You may also like to contact your Course Rep or the Students' Union Advice team for additional support with course-related questions.

If you have any questions about life at our University in general, call into or contact the Student Hub on either campus to speak to our Student Experience Team. This team, consisting of recent graduates and permanent staff, are available to support you throughout your time here. They will make sure you have access to and are aware of the support, specialist services, and opportunities our University provides. There is a Student Hub on the ground floor of the Rose Bowl at City Campus and one in Campus Central at Headingley. You can also find the team in the Gateway in the Leslie Silver Building at City Campus. The telephone number is 0113 812 3000, and the e-mail address is StudentHub@leedsbeckett.ac.uk.

Within MyBeckett you will see two tabs (Support and Opportunities) where you can find online information and resources for yourselves. The **Support** tab gives you access to details of services available to give you academic and personal support. These include Library Services, the Students' Union, Money advice, Disability advice and support, Wellbeing, International Student Services and Accommodation. There is also an A-Z of Support Services, and access to online appointments/registration.

The **Opportunities** tab is the place to explore the options you have for jobs, work placements, volunteering, and a wide range of other opportunities. For example, you can find out here how to get help with your CV, prepare for an interview, get a part-time job or voluntary role, take part in an international project, or join societies closer to home.