

Programme Specification

BA Accounting and Management with Foundation

For students entering Foundation year in September 2023

UCAS Code: NNF1

UFACXMGFY

This document sets out key information about your Programme and forms part of your Terms and Conditions with the University of Reading.

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| Awarding Institution | University of Reading |
| Teaching Institution | University of Reading |
| Length of Programme | 4 years |
| Accreditation | Association to Advance Collegiate Schools of Business (AACSB) |
| | European Foundation for Management Development (EQUIS) |

Programme information and content

The programme aims to provide a degree-level education in accounting and management. The study of accounting progresses through the programme, so that students obtain a critical grasp of core theory along with knowledge, skills of application and analysis related to this discipline and the opportunity to apply for credit for prior learning for a range of professional accountancy exams. The management aspect of the degree offers a grounding in both the 'external' environment of the firm - such as markets, marketing and strategy - but then allows students significant flexibility in designing the further features of their degree. Both the accounting and management aspects of the degree are distinctive in placing a strong emphasis on international aspects.

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| Foundation year: | In the Foundation year you will develop foundational transferable skills which will help you succeed in your later studies. Modules will develop your skills in statistics and writing as well as introduce you to core concepts in business and management. |
| Part 1: | Part one introduces you to the basic principles of financial and management accounting in the broader context of business and continues to develop transferable skills. |
| Part 2: | Extends the core knowledge gained at Part 1 and encourages the further development of analysis and application of that knowledge and confidence in transferable skills. |
| Placement/Study abroad year: | Students can choose to transfer straight into Part 3 or undertake an additional year either in a work placement or studying in an overseas University. A one year work placement aims at developing professional practice skills that form the basis for students' future careers. It provides hands-on |

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| | <p>experience in a business or professional practice and develops transferrable skills.</p> <p>A year studying abroad allows students to gain life experiences and skills that are actively sought out by employers. These can be a talking point at interviews or part of a CV that makes you stand out from the crowd.</p> |
| Part 3: | Students develop further depth and breadth of technical accounting knowledge and deeper critical evaluation and discussion of contemporary accounting and management issues, as well as continuing to hone transferable skills. |

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| Module information | | | |
| Each part comprises 120 credits, allocated across a range of compulsory and optional modules as shown below. Compulsory modules are listed. | | | |
| Foundation modules: | | | |
| Module | Name | Credits | Level |
| ENOSFS | Study for Success | 20 | 0 |
| IF0FM1 | Foundation Mathematics | 40 | 0 |
| IF0IBM | An Introduction to Business and Management | 40 | 0 |
| Students will be taking one of the following two modules: | | | |
| Module | Name | Credits | Level |
| IF0RAS | Foundation for Academic Skills | 20 | 0 |
| IF0ACA | Academic Skills | 20 | 0 |
| International students take IF0ACA (Academic Skills) and home students take IF0RAS (Foundation in Academic Skills), as IF0ACA is specifically targeted to the needs of international students. | | | |
| Part 1 Modules: | | | |
| Module | Name | Credits | Level |
| AC107 | Management Information | 20 | 4 |
| AC109 | Introduction to Business | 20 | 4 |
| AC110 | Introduction to Accounting | 20 | 4 |
| Remaining credits will be made up of optional modules available in the Henley Business School and modules from elsewhere in the University. | | | |
| Part 2 Modules: | | | |
| Module | Name | Credits | Level |
| AC203 | Business Finance | 20 | 5 |

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| AC206 | Financial Accounting | 20 | 5 |
| AC220 | Further Management Accounting | 20 | 5 |
| MM256 | Management Skills | 20 | 5 |

Remaining credits will be made up of optional modules available in the Henley Business School and modules from elsewhere in the University.

Modules during a placement year or study year (if applicable):

| Module | Name | Credits | Level |
|--------|----------------|---------|-------|
| MM284 | Work Placement | 120 | 5 |

If you take a year-long placement or study abroad, Part 3 as described below may be subject to variation.

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Part 3 Modules:

| Module | Name | Credits | Level |
|--------|--|---------|-------|
| AC312 | Advanced International Financial Reporting | 20 | 6 |
| AC313 | Business and Professional Ethics | 20 | 6 |

You must choose at least one of the following modules:

AC302 'Advanced Management Accounting' [20 credits]

AC303 'Advanced Business Finance' [20 credits]

Remaining credits will be made up of optional modules available in the Henley Business School and modules from elsewhere in the University.

Optional modules:

The optional modules available can vary from year to year. An indicative list of the range of optional modules for your programme can be found online in the Course Catalogue. Details of optional modules for each part, including any additional costs associated with the optional modules, will be made available to you prior to the beginning of the Part in which they are to be taken and you will be given an opportunity to express interest in the optional modules that you would like to take. Entry to optional modules will be at the discretion of the University and subject to availability and may be subject to pre-requisites, such as completion of another module. Although the University tries to ensure you are able to take the optional modules in which you have expressed interest this cannot be guaranteed.

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Additional costs of the programme

Costs are indicative, but will vary according to module choice and are subject to inflation and other price fluctuations. The estimates were calculated in 2016

During your programme of study you will incur some additional costs.

For textbooks and similar learning resources, we recommend that you budget approximately £30 to £50 a year. Some books may be available second-hand, which will reduce costs. A range of resources to support your curriculum, including textbooks and electronic resources, are available through the library. Reading lists and module specific costs are listed on the individual module descriptions.

Subject to your module selection, you may be required to purchase sundry materials (i.e. printing). Many students find it advantageous to have their own personal computing facilities though there are central facilities available.

Placement opportunities

Placements:

You may be provided with the opportunity to undertake a credit-bearing placement as part of your Programme. This will form all or part of an optional module. You will be required to find and secure a placement opportunity, with the support of the University.

Study Abroad:

You may be provided with the opportunity to undertake a Study Abroad placement during your Programme. This is subject to you meeting academic conditions detailed in the Programme Handbook and the availability of a suitable Study Abroad placement. If you undertake a Study Abroad placement, further arrangements will be discussed and agreed with you.

Teaching and learning delivery:

You will be taught through a combination of lectures, seminars and practical workshops.

Total study hours for each Part of your programme will be 1200 hours. The contact hours for your programme will depend upon your module combination; an average for a typical set of modules on this programme is Part 0 – 320, hours, Part 1 – 240 hours, Part 2 – 180 hours, Part 3 (following the placement year if applicable) - 150 hours.

In addition to your scheduled contact hours, you will be expected to undertake guided independent study. Information about module contact hours and the amount of independent study which a student is normally expected to undertake for a module is indicated in the relevant module description.

Accreditation details

Association to Advance Collegiate Schools of Business (AACSB)

European Foundation for Management Development (EQUIS)

Assessment

The programme will be assessed through a combination of written examinations, coursework, oral examinations, practical examinations.

Progression Requirements:

Part 0:

The University-wide rules relating to 'threshold performance' as follows:

an overall average of at least 40% over all modules taken in Part 0;

no more than 40 credits of these modules with a mark below 35%

at least 40% in the Academic Skills module

To progress to Part 1, students must achieve a threshold performance **and** satisfy the following progression requirements:

- At least 55% in IFOIBM An Introduction to Business and Management
- at least 50% in IF0FM1 Foundation Mathematics or IF0ISS Information Systems and Statistics.
- at least 40% in the remaining two modules

The achievement of a threshold performance at Part 0 qualifies a student for a Certificate of Completion if he or she leaves the University before completing the subsequent Part.

Part 1

The University-wide rules relating to 'threshold performance' are as follows:

(i) Obtain an overall average of 40% over 120 credits taken in Part 1; and

(ii) Obtain a mark of at least 30% in individual modules amounting to at least 100 credits taken in Part 1.'

In order to progress from Part 1 to Part 2, a student must achieve a threshold performance

The achievement of a threshold performance at Part 1 qualifies a student for a Certificate of Higher Education if they leave the University before completing the subsequent Part.

Part 2

To gain a threshold performance at Part 2, a student shall normally be required to:

- (i) achieve an overall average of 40% over 120 credits taken in Part 2;
- (ii) achieve a mark of at least 40% in 80 credits taken in Part 2 and a mark of at least 30% in 120 credits taken in Part 2.

In order to progress from Part 2 to Part 3, a student must achieve a threshold performance.

Programme-specific progression requirements:

To progress to Part 2 a student must:

obtain an average mark of 40% across all Part 1 modules;

obtain at least 40% in 80 credits including AC110, and AC109 and any other individual modules totalling 80 credits

Achieve not less than 35% in the remaining individual modules.

To gain a threshold performance at Part 2, a student shall normally be required to achieve:

a weighted average of 40% over 120 credits taken at Part 2;

marks of at least 40% in individual modules amounting to not less than 80 credits; and

marks of at least 30% in individual modules amounting to not less than 120 credits.

In order to progress from Part 2 to Part 3, a student must achieve a threshold performance. Students are required to pass the professional/placement year in order to progress on the programme which incorporates the professional/placement year. Students who fail the professional/placement year transfer to the non-placement year version of the programme.

Placement

Students who choose to undertake a placement are required to pass the placement year in order to progress on the programme which incorporates the placement year. Students who fail the placement year transfer to the non-placement year version of the programme.

Classification

Bachelors' degrees

The University's honours classification scheme is based on the following:

Mark Interpretation

70% - 100% First class

60% - 69% Upper Second class

50% - 59% Lower Second class

40% - 49% Third class

35% - 39% Below Honours Standard

0% - 34% Fail

The weighting of the Parts in the calculation of the degree classification is:

Four-year programmes

Part 2 one-third

Part 3 two-thirds

Five-year programmes, including placement year:

Part 2 one-third

Placement Year not included in classification

Part 3 two-thirds

(where students fail a placement year which does not contribute to classification they transfer to the three-year version of the programme)

For further information about your Programme please refer to the Programme Handbook and the relevant module descriptions, which are available at <http://www.reading.ac.uk/module/>. The Programme Handbook and the relevant module descriptions do not form part of your Terms and Conditions with the University of Reading.

BA Accounting and Management with Foundation for students entering Foundation year in session 2023/24

8 March 2024

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