

# PROGRAMME SPECIFICATION

## 1. Key Information

<b>Programme Title:</b>	BA (Hons) Finance and Business BA (Hons) Finance and Business with Foundation Year BA (Hons) Finance and Business Top-Up
<b>Awarding Institution:</b>	Buckinghamshire New University
<b>Teaching Institution(s):</b>	Buckinghamshire New University
<b>Subject Cluster:</b>	Business
<b>Award Title (including separate Pathway Award Titles where offered):</b>	BA (Hons) Finance and Business
<b>Pathways (if applicable)</b>	N/A
<b>FHEQ level of final award:</b>	6
<b>Other award titles available (exit qualifications):</b>	Certificate of Higher Education Diploma of Higher Education BA Finance and Business (Ordinary Degree)
<b>Accreditation details:</b>	Association of Chartered Certified Accountants (ACCA) Chartered Institute of Management Accountants (CIMA) Institute of Financial Accountants (IFA) Chartered Accountants in England and Wales (ICAEW)
<b>Length of programme:</b>	1 Year Top-up 3 years Full Time 4 years with Foundation Year
<b>Mode(s) of Study:</b>	Full Time
<b>Mode of Delivery:</b>	In person (on-site) delivery
<b>Language of study:</b>	English
<b>QAA Subject Benchmark(s):</b>	Accounting / Finance (2019)
<b>Other external reference points (e.g. Apprenticeship Standard):</b>	
<b>Course Code(s):</b>	BAFIBUFT – 3 years Full Time BAFIBUFY – 4 years with Foundation Year BAFIBUTU – 1 year Top-up
<b>UCAS Code(s):</b>	NN13 – Full Time NN14 – Foundation Year
<b>Approval date:</b>	December 2022
<b>Date of last update:</b>	January 2025

## 2. Programme Summary

Are you interested in the dynamic fields of business and finance? Our Finance and Business programme is designed to give you a strong foundation in both areas, preparing you for a successful career in business operations or even to start your own business.

This programme covers essential topics such as financial accounting, management accounting, financial management, auditing, taxation, and strategic management. By blending these subjects, you'll gain a comprehensive understanding of the financial world and the current issues impacting it. If you enjoy working with numbers and managing finances, this programme is ideal for you. Accurate financial information is crucial for any organisation's success, and you'll be equipped with the skills to provide it.

In addition to technical knowledge, our programme focuses on developing your entrepreneurial skills. You'll have opportunities to develop and launch your own business ideas, gain practical experience, and solve real-life problems. Critical thinking and problem-solving abilities are emphasized, enabling you to analyse and evaluate complex issues effectively.

Our programme is recognized by the Association of Chartered Certified Accountants (ACCA), allowing you to earn your degree while also becoming a part-qualified accountant. You'll have the chance to gain exemptions from seven (7) ACCA papers at the Fundamentals level. Additionally, you can obtain exemptions from up to 8 modules from the Chartered Institute of Management Accountants (CIMA) and up to 5 from the Institute of Chartered Accountants in England and Wales (ICAEW). You will also be able to get exemptions for some of the modules to be eligible to obtain membership with the IFA.

If you have previous study up to Level 5, we offer a one-year Level 6 top-up option. However, please note that maximum exemptions cannot be guaranteed for this option, as they depend on your prior learning and experience. All exemptions are granted at the discretion of the relevant professional bodies.

## 3. Programme Aims and Learning Outcomes

### Programme Aims

This programme aims to:

1. Prepare learners for a professionally proven career in the general business and finance sector or in any finance-related field and to develop learners' knowledge, skills and understanding of business and finance theory and practice.
2. Develop learners' analytical capabilities to apply the knowledge of finance across a range of settings and also to develop learners' skills that link directly to professional body and ethical standards to become a responsible and socially aware business manager.
3. Develop learners' confidence and transferable skills in areas highly sought by employers, including communications, problem solving, critical thinking, and preparing learners to work within a team and as an individual.

## Programme Learning Outcomes

### Knowledge and Understanding (K)

On successful completion of the programme you will be able to:

ID	Learning Outcome
K1	Demonstrate a systematic knowledge and explain finance systems, theories and processes, and evaluate the main issues and themes that affect the context and practice of accounting.
K2	Evaluate a range of contemporary business and management issues in relation to accounting and finance, including decision analysis, performance measurement and management control.
K3	Apply and analyse the principles of management relating to customer service and markets, people in business organisations, the sources and uses of finance, and the logistics and operations of a business.
K4	Analyse contemporary theories and empirical evidence concerning financial management, risk, corporate governance and the operation of global capital markets.

### Analysis and Criticality (C)

On successful completion of the programme you will be able to:

ID	Learning Outcome
C1	Create, evaluate, and assess options to enable effective problem solving and decision-making.
C2	Investigate a contemporary business challenge or topic, undertaking primary research to draw a conclusion based on the evidence uncovered.
C3	Locate, extract, and analyse data from multiple sources, including annual reports, cash flow analysis and other financial data.

### Application and Practice (P)

On successful completion of the programme you will be able to:

ID	Learning Outcome
P1	Undertake investment, financing and dividend policy decisions, applying practical skills to analysing the decisions taken by both profit and non-profit organisations.
P2	Prepare, analyse and interpret financial statements and reports and produce projections based on these.
P3	Demonstrate a practical knowledge of and apply the major theoretical tools of business and finance within a range of contexts.

## Transferable skills and other attributes (T)

On successful completion of the programme you will be able to:

ID	Learning Outcome
T1	Evaluate critically arguments and evidence through the use of information and communication technology (ICT).
T2	Display a range of personal and interpersonal skills, including the capacity for continuous learning, taking initiatives, performing to deadlines, and working in a team.
T3	Process and analyse numerical and statistical information to draw a reasoned conclusion based on the evidence.
T4	Communicate effectively and persuasively in all forms, with particular reference to the presentation of qualitative and quantitative information and data.

## Graduate Attributes

As a student in our programme, you will develop key attributes that are essential for success in the 21st-century labour market and for making a positive impact as a global citizen. These attributes include:

- **Knowledge and its Application:** You will gain a solid understanding of accounting practices and the ability to use current technical language to describe these practices. You'll learn to apply this knowledge in structured situations using provided data.
- **Creativity:** Our programme fosters creativity, encouraging you to develop innovative solutions to problems.
- **Social and Ethical Awareness and Responsibility:** You will become aware of the social and ethical implications of accounting practices and learn to act responsibly in your professional life.
- **Leadership and Self-Development:** You will develop leadership skills and a commitment to self-improvement, preparing you to lead in professional and creative capacities.

Throughout the programme, you will demonstrate your knowledge and skills by accurately recording and summarising transactions, preparing financial statements in line with regulatory requirements, and understanding the contexts in which accounting operates. You will also engage with theories and empirical evidence to understand the effects of accounting in various contexts.

By the end of the programme, you will be equipped with the knowledge, creativity, social and ethical awareness, and leadership skills needed to excel in your career and contribute positively to society.

## 4. Entry Requirements

The University's [general entry requirements](#) will apply to admission to this programme with the following additions / exceptions:

- UCAS tariff score of 88 – 112 (Full Time)
- UCAS tariff score of 32 – 56 (Foundation Year)

- Top-up students need to have obtained a minimum of 240 credits on a finance-related programme

If you do not meet the entry requirements you may, if you have relevant professional experience, still be invited for interview, where you will be required to demonstrate the necessary knowledge and understanding for entry onto the course.

Previous study, professional and / or vocational experiences may be recognised as the equivalent learning experience and permit exemption from studying certain modules in accordance with our [accreditation of prior learning](#) (APL) process.

## 5. Programme Structure

### BA (Hons) Finance & Business

Level	Modules (Code, Title and Credits)	Other Exit Awards Available
<b>Foundation Year</b>	<p><b>Core modules:</b>                      BAM0001 Developing Personal Effectiveness                      BAM0003 Research in Practice                      BAM0005 Communications in Practice                      BAM0006 Live Learning Project                      BAM0007 Accounting in Practice                      BAM0008 Finance in Society</p>	<b>N/A.</b> No credit is awarded at this Level.
<b>Level 4</b>	<p><b>Core modules:</b>                      BAM4007 Management Accounting (20 credits)                      BAM4008 Financial Accounting (20 credits)                      BAM4009 Business and Technology (20 credits)                      BAM4010 Computerised Accounting (20 credits)                      BAM4012 Global Business and Sustainability with Academic Skills (20 credits)                      BAM4013 Introduction to Data and Analytics (20 credits)</p>	<b>Certificate of Higher Education</b> , awarded on achievement of 120 credits at Level 4.
<b>Level 5</b>	<p><b>Core modules:</b>                      BAM5007 Advanced Management Accounting (20 credits)                      BAM5008 Financial Management (20 credits)                      BAM5009 Consulting in Practice (20 credits)                      BAM5010 Financial Reporting, I (20 credits)                      BAM5024 Responsible Enterprise and Ethical Research (20 credits)                      LAW5034 Business Law and Practice (20 credits)</p>	<b>Diploma of Higher Education</b> , awarded on achievement of 240 credits, including a minimum of 120 credits at Level 5.
<b>Level 6</b>	<p><b>Core modules:</b>                      BAM6006 Sustainable Strategic Agility and Innovation (20 credits)                      BAM6007 Financial Reporting II (20 credits)                      BAM6008 Corporate Governance and Ethics (20 credits)                      BAM6012 International Finance (20 credits)                      BAM6014 Independent Professional Project (40 credits)</p>	<b>Ordinary Degree</b> , awarded on achievement of 300 credits, including 60 credits at Level 6 and 120 credits at each of Levels 4 and 5.

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Please note:

- Only students enrolled on the Foundation Year option will take Foundation Year modules

## 6. Learning, Teaching and Assessment

### Learning and teaching

Our programme is designed to develop your knowledge, skills, and analytical abilities, preparing you for a successful career in business organisations. You'll experience a mix of lectures, seminars, interactive workshops, self-study, and directed research, working both individually and in groups.

**Foundation Year:** You'll be exposed to various assessments, both summative and formative, to help you develop the academic skills needed for university success. The course content and learning outcomes are focused on building your knowledge and understanding of the subjects being studied.

**Level 4:** Teaching methods introduce you to the core areas of finance, providing a foundation of knowledge and skills to build upon in Levels 5 and 6. You'll engage in lectures, classroom activities, independent learning, and practical sessions. Interactive sessions and flipped classroom methods are used to facilitate understanding and inspire critical thinking.

**Level 5:** You'll acquire more in-depth knowledge and understanding of the subjects at a strategic and professional level.

**Level 6:** You'll develop independent learning, analytical, and critical evaluation skills. The focus will be on finance and business strategy, rather than operational issues covered at Level 5.

Our Virtual Learning Environment (VLE) supports your learning with features such as:

- **Peer Support:** Discussion boards for collaboration.
- **Notices:** Communication between lecturers and students.
- **Resources Page:** Links to relevant academic articles.
- **E-Journals:** Access to full-text e-journals from anywhere with internet access.
- **Course Documents:** Lecture notes, seminar activities, module guides, and more.

### Assessment

We use various learning and assessment methods to guide you towards greater autonomy and self-reliance by the end of your studies. Both formative and summative assessments are used at all levels.

**Formative Assessments:** Provide feedback to help you develop and refine your work for summative submission.

**Summative Assessments:** Recognize and validate your achievements and progression. These include:

- **Essays / Reports / Exams:** Demonstrate in-depth understanding, critical analysis, and the ability to present coherent arguments.
- **Oral Presentations:** Showcase your knowledge through effective verbal communication.
- **Structured Independent Work:** Major independent research project focused on strategic business issues, supported by an academic supervisor.

## Contact Hours

You can expect up to 12 hours of scheduled learning activities per week, including lectures, seminars, and workshops. Detailed contact hours are provided in individual module descriptors.

## 7. Programme Regulations

This programme follows the *Regulations for Taught Degree Programmes (2023)*.

## 8. Support for learners

We have several systems in place to help you succeed in your studies:

- **Personal Tutor:** You'll be assigned a Personal Tutor who will provide both pastoral and academic support throughout your programme.
- **Programme Handbook and Induction:** You'll receive a handbook and an induction at the start of your studies to help you get started.
- **Library Resources:** Access a wide range of books, journals, and databases, many available electronically, with support from trained library staff.
- **Virtual Learning Environment (VLE):** Use Blackboard, accessible via PC, laptop, tablet, or mobile device, for your online learning needs.
- **MyBNU Portal:** Access all university systems, information, news, record your attendance, and view your personalised timetable through the MyBNU portal.
- **Academic Registry:** Get general guidance on university regulations, exams, and other aspects of your course administration from the Academic Registry staff.
- **Central Student Services:** Benefit from support teams for academic skills development, career success, student finance, accommodation, chaplaincy, disability, and counselling.
- **Bucks Students' Union:** Receive free and confidential advice on university processes from the Students' Union Advice Centre.

## 9. Programme monitoring and review

BNU ensures the quality of learning and teaching on your programme through various mechanisms. You can provide feedback on your programme through:

- **Feedback Questionnaires:** Formal surveys and anonymous module check-ins.
- **External Surveys:** Participation in national or external surveys.
- **Programme Committees:** Share your thoughts via appointed student representatives.
- **Informal Feedback:** Directly to your programme leader.

Quality and standards are maintained through:

- **Programme Approval:** An initial event to approve the programme for delivery.
- **External Examiner Reports:** Annual reports following external moderation of assessments.
- **Annual Monitoring:** Annual review of the programme overseen by the University's Quality Assurance Committee.
- **Periodic Subject Reviews:** Held every five years.
- **Sector Compliance:** Other compliance and review mechanisms.

## 10. Internal and external reference points

The design and development of this programme have been guided by the following reference points:

- **Framework for Higher Education Qualifications (FHEQ)**
- **QAA Subject Benchmark Statement:** Detailed mapping provided below.
- **PSRB Standards of Proficiency (SOP) for the Chartered Management Institute**
- **BNU Qualifications and Credit Framework**
- **BNU Grading Descriptors**
- **University Strategy, Thrive 2028**

## Mapping of Subject Benchmark Statement to Programme Learning Outcomes

Subject Benchmark Statement: Accounting / Finance (2019)	Knowledge and understanding (K)				Analysis and Criticality (C)				Application and Practice (P)				Transferable skills and other attributes (T)			
	K1	K2	K3	K4	C1	C2	C3		P1	P2	P3		T1	T2	T3	T4
Demonstrate a reasonable appreciation of the nature of the context and institutional framework in which finance operates	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Demonstrate reasonable knowledge of some of the contexts in which accounting operates	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Demonstrate reasonable knowledge and understanding of, and an ability to use, current technical language to describe practices of accounting and an ability to apply them in straightforward structured situations from given data generated for the purpose	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Demonstrate a reasonable knowledge of the main theories used in finance and a reasonable ability to apply them in straightforward structured situations from given data generated for the purpose reveal a reasonable ability to interpret financial data and carry out straightforward statistical and financial analysis	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Demonstrate a reasonable knowledge of the main theories used in finance and a reasonable ability to apply them in straightforward structured situations from given data generated for the purpose reveal a reasonable ability to interpret financial data and carry out straightforward	X	X	X	X	X	X	X		X	X	X		X	X	X	X

<b>Subject Benchmark Statement: Accounting / Finance (2019)</b>	<b>Knowledge and understanding (K)</b>				<b>Analysis and Criticality (C)</b>				<b>Application and Practice (P)</b>				<b>Transferable skills and other attributes (T)</b>			
<b>Benchmark / Standard requirement</b>	<b>K1</b>	<b>K2</b>	<b>K3</b>	<b>K4</b>	<b>C1</b>	<b>C2</b>	<b>C3</b>		<b>P1</b>	<b>P2</b>	<b>P3</b>		<b>T1</b>	<b>T2</b>	<b>T3</b>	<b>T4</b>
statistical and financial analysis to guide practice; the workings of capital markets; the relationship between risk and return; and the nature and use of financial derivatives																
Demonstrate a reasonable understanding of the principles of personal investment	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Demonstrate a reasonable ability to use and interpret the information in financial statements	X	X	X	X	X	X	X		X	X	X		X	X	X	X
With reasonable accuracy, record and summarise straightforward transactions and other economic events and prepare financial statements complying in outline with relevant regulatory requirements	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Analyse the operations of a business and perform straightforward financial analyses and projections; and demonstrate a reasonable awareness of the contexts in which accounting data and information is processed and provided within a variety of organisational environments, and the relationships with other systems providing information in organisations	X	X	X	X	X	X	X		X	X	X		X	X	X	X
Demonstrate reasonable knowledge and understanding of theories and empirical evidence concerning the effects of accounting in at least one of its contexts	X	X	X	X	X	X	X		X	X	X		X	X	X	X

## Mapping of Programme Learning Outcomes to Modules

Programme Learning Outcome	Knowledge and understanding (K)					Analysis and Criticality (C)				Application and Practice (P)				Transferable skills and other attributes (T)			
	Module Code (Core)	K1	K2	K3	K4	C1	C2	C3		P1	P2	P3		T1	T2	T3	T4
<b>Level 4</b>																	
BAM4007 Management Accounting	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM4008 Financial Accounting	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM4009 Business and Technology	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM4010 Computerised Accounting	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM4012 Global Business and Sustainability with Academic Skills	X	X				X	X	X				X		X	X		X
BAM4013 Introduction to Data and Analytics	X	X	X			X	X	X				X		X	X	X	X
<b>Level 5</b>																	
BAM5007 Advanced Management Accounting	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM5008 Financial Management	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM5009 Consulting in Practice	X	X	X			X	X	X		X	X	X		X	X	X	X
BAM5010 Financial Reporting I	X	X	X	X		X	X	X		X	X	X		X	X	X	X
BAM5024 Responsible Enterprise and Ethical Research	X	X	X	X		X	X	X				X		X	X	X	X
LAW5034 Business Law & Practice	X	X	X	X		X	X	X				X		X	X	X	X

Programme Learning Outcome	Knowledge and understanding (K)					Analysis and Criticality (C)				Application and Practice (P)				Transferable skills and other attributes (T)					
	K1	K2	K3	K4		C1	C2	C3			P1	P2	P3			T1	T2	T3	T4
<b>Level 6</b>																			
BAM6006 Sustainable Strategic Agility and Innovation	X	X	X	X		X	X	X			X	X	X			X	X	X	X
BAM6007 Financial Reporting II	X	X	X	X		X	X	X			X	X	X			X	X	X	X
BAM6008 Corporate Governance & Ethics	X	X	X	X		X	X	X			X	X	X			X	X	X	X
BAM6012 International Finance	X	X	X	X		X	X	X			X	X	X			X	X	X	X
BAM6014 Independent Professional Project	X	X	X	X		X	X	X			X	X	X			X	X	X	X