

**UNIVERSITY OF
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THE WAY
WESTMINSTER** 
PROGRAMME SPECIFICATION

Course record information

Name and level of final award:	BSc Honours Finance BSc Honours Finance with international experience BSc Honours Finance with professional experience The BSc Finance is a BSc degree that is Bologna FQ-EHEA first cycle degree or diploma compatible.
Name and level of intermediate awards:	BSc Finance Diploma of Higher Education in Finance Certificate of Higher Education in Finance
Awarding body/institution:	University of Westminster
Teaching Institution:	University of Westminster
Status of awarding body/institution:	Recognised Body
Location of delivery:	London
Language of delivery and assessment:	English
Mode, length of study and normal starting month:	Three years full time. Four year full time if including one year international or one year professional experience. September start.
<u>QAA subject benchmarking group(s):</u>	QAA benchmarks in Finance (2007) qaa.ac.uk/Subject-benchmark-statement-Finance.pdf
Professional statutory or regulatory body:	Standard exemptions from the Chartered Institute for Securities & Investment (CISI) to be sought The Chartered Financial Analyst (CFA) candidate book of knowledge to be adopted where applicable
Date of course validation/review:	March 2015
Date of programme specification approval:	July 2015
Valid for cohorts :	2016/17 Levels 4 and 5 2017/18 Level 4, 5 and 6
Course Leader	Dr Abdelhafid Benamraoui
UCAS code and URL:	http://www.westminster.ac.uk/courses/undergraduate

What are the minimum entry requirements for the course?

There are standard minimum [entry requirements](#) for all undergraduate courses. Students are advised to check the standard requirements for the most up-to-date information.

westminster.ac.uk/courses/undergraduate/how-to-apply

For most courses a decision will be made on the basis of your application form alone. However, for some courses the selection process may include an interview to demonstrate your strengths in addition to any formal entry requirements.

More information can be found here: westminster.ac.uk/courses/undergraduate/how-to-apply

Aims of the course

The **BSc Finance** degree has been designed to enable you to develop your understanding of modern finance theories and practice, together with the team-working, problem-solving, communication skills and the commercial awareness needed in a complex global financial world. You will gain awareness of the global, social and ethical professional environment within which finance operates. The course will also focus on the understanding of finance themes within the wider business context which will be delivered through the modules at each study level.

The study programme enables you to develop a thorough understanding of key concepts/theories/practices in the area of finance along with the development of the ability to critically reflect on your learning. You will be also able to develop practical skills through the use of the Financial Market Suite (FMS). The FMS utilises the Bloomberg platform which is a state-of-the-art teaching and research resource and is used widely by leading global investment banks. This specialist course has been designed to ensure that you are able to relate theory and practice by using the FMS through the core modules in Level 4, 5 and 6 and gain knowledge and skills in a real-time market environment.

The Course aims to:

- deliver a degree programme that will provide a broad-based knowledge of conceptual and applied aspects of finance;
- provide knowledge and skills in finance as a platform for critically evaluating existing and evolving theories and practice;
- develop a range of intellectual, professional attributes and transferable skills such as communication, problem-solving abilities, research and critical reasoning skills that will enable you to gain employment in finance or related business fields;
- provide a specialised route leading to finance qualifications recognised by professional bodies;
- provide the foundation on which careers can be built in areas of finance or for post graduate study;
- equip you with an understanding of global diversity in business practice, culture and ethics.

What will you be expected to achieve?

Learning outcomes are statements on what successful students have achieved as the result of learning. These are threshold statements of achievement the learning outcomes broadly fall into four categories:

- The overall **knowledge and understanding** of how businesses operate that you will gain from your course. (KU)
- **Professional and personal practice learning outcomes** are specific skills that you will be expected to have gained on successful completion of the course. (PPP)
- **Key transferable skills** that you will be expected to have gained on successful completion of the course. (KTS)
- **Graduate attributes** are characteristics that you will have developed during the duration of your course. (GA)

Level 4 Course Outcomes

Upon completion of level 4 you will be able to:

- L4.1** Work effectively in a group meeting obligations to other group members while demonstrating an understanding of the characteristics, functions and processes of business organisations and economies in a global context (KU)
- L4.2** Understand the main finance and investment concepts and tools and the use of basic mathematics in finance (KU)
- L4.3** Demonstrate a theoretical understanding of key aspects of the international financial markets (KU)
- L4.4** Develop research skills including the ability to collect, categorise and analyse financial data from a variety of sources (KTS)
- L4.5** Evaluate the reliability of financial data and demonstrate an awareness of the complexities of the data or subject specific issues (KTS)
- L4.6** Apply basic business tools accurately under direction to a well-defined problem and begin to appreciate the complexity of the issues (KTS)
- L4.7** Communicate effectively in an appropriate format, clear and concise manner using a range of communication tools and with structured and coherent arguments (KTS)
- L4.8** Develop basic finance specific user skills in the computer labs (PPP)
- L4.9** Develop a basic professional development plan for a future career in finance and explore and reflect on personal strengths and capabilities (GA)

Level 5 Course Outcomes

Upon completion of level 5 you will be able to:

- L5.1** Integrate theory and practice by demonstrating deeper understanding of financial resources allocations and financial securities valuation tools (KU)
- L5.2** Demonstrate a sound understanding of the fundamental techniques in applied finance and their applications (KU)
- L5.3** Evaluate major financial issues and apply key finance models to practical business problems (KU)
- L5.4** Identify problems and choose appropriate methods to solve them in a well thought-out manner (KTS)
- L5.5** Critically review current finance research and critically evaluate arguments, assumptions, abstract, concepts and data to make business judgements (KTS)
- L5.6** Develop a detailed understanding of the application of the quantitative methods to practical problems in finance (KTS)
- L5.7** Develop skills in using Financial Market Suite and other Databases to access and use real time financial data and apply this in the valuation of securities (PPP)
- L5.8** Identify career opportunities and critically assess own skills and attributes against requirements for future employment in finance (GA)
- L5.9** Demonstrate the ability to reflect on own experience and learning, and apply this to planning future development (GA)

Level 6 Course Outcomes

Upon completion of level 6 you will be able to:

- L6.1** Work collaboratively to apply a cross-cultural perspective on the operational and strategic position of organisations and critically examine policies and strategies that managers may adopt to help organisations adapt in increasingly complex internal and external environments in a global context (KU)
- L6.2** Demonstrate a critical understanding of advanced corporate finance theories and their applications (KU)
- L6.3** Demonstrate an in-depth knowledge of the investment management process, investment decisions and financial policies (KU)
- L6.4** Critique and apply risk management instruments and tools as applied in modern organisations (KU)
- L6.5** Devise solutions to complex finance problems and use decision-making in unpredictable contexts (KTS)
- L6.6** Critically evaluate and interpret complex financial case scenarios using different finance theories and models (KTS)
- L6.7** Critically analyse finance theories, concepts and applications and formulate a complex argument within a theoretical and contextual framework (PPP)
- L6.8** Critically evaluate and apply financial data generated from the Financial Market Suite and other finance databases to different and complex case scenarios (PPP)
- L6.9** Reflect on outcomes, processes, the experience of others and own experience to improve performance and to effectively manage personal development including the professional oral, written, communication and interpersonal skills that are directly relevant to employment in finance (GA)

How will you learn?

The BSc Finance emphasises *active* student learning through seminars, workshops, problem-based and blended learning designed to engage your interest. Course material will be provided electronically through the virtual learning environment platform (Blackboard) which means you can access learning material when and where you want. Blackboard also allows you to communicate with your group members and your module leader through wikis and blogs.

You will be encouraged to work in groups with other students (we often call these 'learning sets') during seminars and for any non-assessed purpose, including revision and examination preparation. This gives you the opportunity to learn from one another and helps you to value the views of others and to learn to give and receive constructive feedback.

The Level 4 core module BCAR400 Global Business Environment is an integrating module which draws together your knowledge to see the bigger picture of how businesses operate locally and globally. It uses problem based learning: working in teams, you identify what you need to know, what you already know, and how and where to access new information that may lead to a solution of the problem. This helps you to develop flexibility, knowledge, effective problem solving skills, self-directed learning, collaboration skills and intrinsic motivation. The module is delivered using a blended learning approach which combines the best of traditional face to face teaching methods such as seminars with the use of on-line resources such as videos, tests and quizzes to improve your learning experience. Blended-learning is used by all leading universities world-wide as it enables you to:

- have a degree of flexibility regarding when you study
- become an independent learner
- clarify confusing topics by reviewing videos of topics (as many times as required)
- revise using multi-media resources and not just your own notes

Similarly, the final year module BCAR600 Global Strategic Management helps you to integrate and apply your knowledge from all areas of your degree through an online business simulation.

Teaching will be informed by our research so giving you the benefit of the knowledge of current theories and, where appropriate, their practical application.

How will you be assessed?

Assessment is an integral part of your learning process. It is designed to promote initiative and creativity, critical thinking, structure of coherent arguments, research and analysis, evaluation, decision-making, professional communication skills, effective group work, personal reflection, time-management, the ability to meet deadlines, and ability to work under pressure. It is not merely about giving and receiving a mark rather to ensure that your competences and abilities in the field of finance are enhanced.

Every module incorporates 'formative assessment' which you are expected to complete as it provides you with useful feedback so you can reflect on your progress and act on the feedback to prepare for the assessments that count. Formative assessments are important to you as they help you to identify ways in which you can improve and areas of strength to be developed further.

Summative assessment will measure your individual learning and achievement. You can expect to be assessed on the learning outcomes of your course in a module through coursework in the form of essays, reports and case studies as well as time-constrained exams. Weightings for each assessment element will vary to reflect the nature and level of the module.

Exams develop your ability to work under pressure and reflect the strategy of the professional bodies so you will be expected to complete them. This will be an advantage to you in preparing you for attempting the professional body examinations. Exams will normally be unseen and involve analysis and not merely repeating factual information. Papers may include multiple choice, short answer, essay or data handling sections. This will enable you to demonstrate your learning in a variety of ways.

Our employers tell us that the ability to work effectively as part of a team is an essential skill which they expect graduates to have. In relation to your degree, assessed group work is useful to you as it:

- helps you to become more self-aware, self-critical and self-analytical
- improves the quality of your work by benefiting from the integration of diverse perspectives
- allows you to tackle tasks of greater complexity or carry out tasks in greater depth or breadth than would be the case if you had tackled it on your own

Consequently, assessed group work has been incorporated where it reflects the working practice in that professional area. However, there will be group assessment at Level 6 only in the business simulation of the module BCAR600 Global Strategic Management.

In each year of your Course, you will complete 'synoptic' assessments which will encourage you to appreciate and apply the full breadth and depth of your knowledge by drawing connections between what you have learnt on different modules. At Level 4, in BCAR400 Global Business Environment, you will draw together your knowledge to see the bigger picture of how businesses operate locally and globally. At Level 5, in BHRM500 HRM Essentials, you will draw together, and reflect on, your learning and skill development on the course and in your life experience. At Level 6, in BCAR600 Global Strategic Management,

you will integrate and apply your accumulated knowledge from all areas of your degree through a business simulation.

Employment and further study opportunities

University of Westminster graduates will be able to demonstrate the following five Graduate Attributes:

- Critical and creative thinkers
- Literate and effective communicator
- Entrepreneurial and forward looking
- Global in outlook and engaged in diverse communities
- Social, ethically and environmentally aware

These Graduate Attributes are designed to help you enhance your employability when you leave with a degree in Finance. They are aligned to the Course Outcomes as follows:

Graduate Attribute	Evident in Course Outcomes
Critical and creative thinker	L4.1, L4.2, L4.4, L4.5, L4.6 L5.1, L5.2, L5.3 L6.1, L6.2, L6.4, L6.7, L6.8
Literate and effective communicator	L4.7, L4.9 L5.5, L5.6, L5.7 L6.9
Entrepreneurial	L4.1, L4.8, L4.9 L5.4, L5.8, L5.9 L6.1, L6.4, L6.5, L6.6, L6.8, L6.9
Global in outlook and engaged in communities	L4.1, L4.3 L5.3 L6.1, L6.2, L6.3
Socially, ethically and environmentally aware	L4.1, L4.3 L5.3 L6.1, L6.4

University of Westminster courses capitalise on the benefits that London as a global city and as a major cosmopolitan, creative, intellectual and technology hub has to offer for the learning environment and experience of our students.

The **BSc Finance** degree aims to create graduates who are well equipped to attract and retain suitable employment. Employers of our graduates expect you to have skills of critical thinking, analysis and synthesis; effective communication using varied technology and media tools; quantitative aptitude and effective problem solving; reflective, adaptive and collaborative learning; motivation and initiative. Employability and enterprise are strongly embedded in the core modules with the Level 5 core module BFIN500 Contextualized Business Operations allowing you to reflect on your skills in relation to the current graduate labour market and to articulate personal goals and your personal development plan.

We provide the opportunity for all students to undertake an optional one-year work placement to add value to the student experience. Every student is allocated a Personal & Professional Development Tutor (PPDT) in their first year who will not only provide tutorial guidance from the start of your degree but will work with you to identify, develop and articulate your employability skills in your Personal Development Plan which will be closely linked to activities in core modules. The aim is to help you to gain an internship or work

placement and future graduate employment. There is also a designated team of advisers who have effective links with industry and will support you to find a relevant placement.

You will also have the opportunity to spend a year either studying at one of our overseas partner Universities or you may combine a semester of study with a one semester work placement overseas. This is not only an exciting experience for you; it helps you to develop a global outlook which is valued by most employers.

The specialist focus of the degree will provide you with the opportunity to develop skills necessary for employment in areas of finance such as investment banking, corporate banking, investment management, treasury, wealth management, risk management, financial analysis, security analysis, stockbroking, areas in corporate finance and structured finance. The accessibility to the City provides ample opportunities for access to invited speakers from industry. The Financial Markets Suite uses a Bloomberg Platform, which is popular with the financial services industry and provides real-time and archived financial and market data, news, prices, trends and analytical investment tools. This state-of-the-art teaching and research resources will provide those of you aiming to pursue a specialist degree in finance with the appropriate tools to make informed decisions on financial and business problems. This will help you to develop the practical skills that are valued by the financial services industry.

Course structure

This section shows the core and option modules available as part of the course and their credit value. Full-time Undergraduate students study 120 credits per year. Course structures can be subject to change each academic year following feedback from a variety of sources. Modules are described as:

- **Core** modules are ones that must be undertaken by all students on the course.
- **Option modules** are related to your specific course from which you must choose at least one at Level 5 and one at Level 6.
- **WBS UG Programme options** include: the course options and options from other courses (subject to pre-requisite requirements and availability).
- **Westminster electives:** are modules from across the whole University which allow you to broaden your experience. For example, you may choose to commence the study of a foreign language alongside your course modules (and take this through to the final year), thereby adding further value to your degree.

BSc(Hons) Finance

Credit Level 4				
Module code	Module title	Status	UK credit	ECTS
4BUSS001W	Global Business Environment	Core	20	10
4FNCE001W	Introduction to Finance	Core	20	10
4FNCE002W	Corporate Financial Accounting	Core	20	10
4FNCE003W	Mathematics for Finance	Core	20	10
4FNCE004W	Introduction to Financial Markets	Core	20	10
Select 1 from:	WBS L4 UG Programme option or Westminster L4 elective	Elective	20	10
Award of Certificate of Higher Education available				
Credit Level 5				
Module code	Module title	Status	UK credit	ECTS
5FNCE001W	Contextualised Business Operations	Core	20	10
5FNCE002W	Securities Analysis	Core	20	10

5FNCE003W	Corporate Finance	Core	20	10
5FNCE004W	Financial Modelling and Statistics	Core	20	10
Select 1 or 2 from:				
5FNCE005W	Corporate Governance	Option	20	10
5BUCL003W	Law and the Business	Option	20	10
Max 1 from:	WBS L5 UG Programme option or Westminster L5 elective	Elective	20	10
Award of Diploma of Higher Education or Foundation Degree available				
<p>International Experience Year If you choose to take the opportunity to spend one academic year after Level 5 studying overseas at one of our exchange partner institutions or combining this with an overseas work placement, you must successfully complete a preparatory programme. You must also complete BBUS500 International Experience Year during your year abroad.</p> <p>Professional Experience Year If you choose to take the opportunity of a one year work placement after Level 5, you must take BBUS600 Professional Experience during your placement and on your return as your Level 6 Elective.</p>				
Credit Level 6				
Module code	Module title	Status	UK credit	ECTS
6MNST001W	Global Strategic Management	Core	20	10
6INVE001W	Investments & Portfolio Management	Core	20	10
6FNCE002W	Advanced Corporate Finance	Core	20	10
6FNRS001W	Risk Management	Core	20	10
Select 1 or 2 from:				
6FNCE001W	Banking Theory & Practice	Option	20	10
6FNCE003W	Global Financial Markets and Institutions	Option	20	10
6BUS004W	Dissertation	Option	20	10
Max 1 from:	WBS L6 UG Programme option or Westminster L6 elective or BBUS600 Professional Experience	Elective	20	10
Award BSc available				
Award BSc Honours available.				

Please note: Not all option modules will necessarily be offered in any one academic year.

Professional Body Accreditation or other external references

The skills strategy for the **BSc Finance** course has drawn upon the key national documents: QAA (2001) A Framework for HE Qualifications in England, Wales and Northern Ireland; QAA (2007) Subject benchmarks in Finance; and Association to Advance Collegiate Schools of Business (AACSB) standards for Business Accreditation (2013). When embedding good practice in modules, module teams have used the SEEC (2010) Credit Level Descriptors for Further and Higher Education as a reference point. The requirements of relevant professional bodies for recognition and exemptions have influenced the curriculum and assessment of the specialist modules.

The professional exemptions are currently sought with the Chartered Institute for Securities and Investments (CISI) for the 'BFIN501 Securities Analysis' module. This will be extended to other modules of the degree in the future. The Chartered Financial Analyst (CFA) candidate book of knowledge is to be adopted where applicable as well in the study programme of the degree.

Academic regulations

The current Handbook of Academic Regulations is available at westminster.ac.uk/academic-regulations

How will you be supported in your studies?

Course Management

The BSc Finance has a designated Course Leader whom you will meet during your first week and who is available for consultation during weekly office hours throughout the year or by appointment. You take modules, normally in common with students from your course, which each have a Module Leader who is responsible for the smooth running of that module. Module Leaders are usually available during term-time during their office hours or by appointment. The degree is one of a number offered by Westminster Business School and you will be part of a vibrant academic community with access to a full programme of additional seminars and social events organised by our student societies. At all levels of your university study you will have a Personal and Professional Development Tutor who will help and guide you through the complexities of life at University.

Academic Support

Upon arrival, an induction programme will introduce you to the staff responsible for the course, the campus on which you will be studying, the Library and IT facilities, additional support available and to your Faculty Registry Office. You will be provided with the Course Handbook, which provides detailed information about the course. Your course has a designated course leader, who provides advice on course academic enquiries. All students enrolled on a full-time course and part time students registered for more than 60 credits a year have a personal tutor, who provides advice and guidance on academic matters. The University uses a Virtual Learning Environment called Blackboard where you access your course materials, and can communicate and collaborate with staff and other students.

Learning Support

The Academic Learning Development Centre supports students in developing the skills required for higher education. As well as online resources in Blackboard, you have the opportunity to attend Study Skills workshops and one to one appointments.

Learning support includes four libraries, each holding a collection of resources related to the subjects taught at that site. Students can search the entire library collection online through the Library Search service to find and reserve printed books, and access electronic resources (financial databases, e-journals, e-books). You can choose to study in the libraries, which have areas for silent and group study, desktop computers, laptops for loan, photocopying and printing services. You can also choose from several computer rooms at each campus where desktop computers are available with the general and specialist software that supports the courses taught in Westminster Business School. You can also securely connect your own laptops and mobile devices to the University wireless network.

Access to real time and interactive financial data is also available via the Bloomberg terminals including stock prices, interest rates, domestic and foreign currency rates, and other forms of financial data.

Support Services

The University of Westminster Student Affairs department provide advice and guidance on accommodation, financial and legal matters, personal counselling, health and disability issues, careers, specialist advice for international students and the chaplaincy providing

multi-faith guidance. The University of Westminster Students' Union also provides a range of facilities to support you during your time at the University.

How do we ensure the quality of our courses and continuous improvement?

The course was initially approved by a University Validation Panel in 2015. The panel included internal peers from the University, academic(s) from another university and a representative from industry. This helps to ensure the comparability of the course to those offered in other universities and the relevance to employers.

The course is also monitored each year by the Faculty to ensure it is running effectively and that issues which might affect the student experience have been appropriately addressed. Staff will consider evidence about the course, including the outcomes from Course Committees, evidence of student progression and achievement and the reports from external examiners, to evaluate the effectiveness of the course. Each Faculty puts into place an action plan. This may for example include making changes on the way the module is taught, assessed or even how the course is structured in order to improve the course, in such cases an approval process is in place.

A Course review takes place periodically to ensure that the curriculum is up-to-date and that the skills gained on the course continue to be relevant to employers. Students meet with review panels to provide feedback on their experiences. Student feedback from previous years e.g. from Course Committees is also part of the evidence used to assess how the course has been running.

How do we act on student feedback?

Student feedback is important to the University and student views are taken seriously. Student feedback is gathered in a variety of ways.

- Through Course Committees students have the opportunity to express their voice in the running of their course. Student representatives are elected to Committee to expressly represent the views of their peer. The University and the Students' Union work together to provide a full induction to the role of the student representatives.
- Each Faculty also has its own Faculty Student Forum with student representatives; this enables wider discussions across the Faculty. Student representatives are also represented on key Faculty and university committees.
- All students are invited to complete a questionnaire before the end of each module. The feedback from this will inform the module leader on the effectiveness of the module and highlight areas that could be enhanced.
- The University also has an annual Student Experience Survey which seeks the opinions of students about their course and University experience. Final year Undergraduate students will be asked to complete the National Student Survey which helps to inform the national university league tables.

Please note: This programme specification provides a concise summary of the main features of the course and the learning outcomes that a student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided. This specification should be read in conjunction with the Course Handbook provided to students and Module Handbooks, which provide more detailed information on the specific learning outcomes, content, teaching, learning and assessment methods for each module.

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BSc Finance Assessment map

Level 4 core modules

Module code	Credits	Exam (3 hr)	Exam (2¼ hr)	Exam (1½ hr)	Report, Essay, Portfolio (4,000 words)	Report, Essay, Portfolio (3,000 words)	Report, Essay, Portfolio (2,000 words)	Report, Essay, Portfolio (1,000 words)	Group Report (2,000 words)	In Class Test (1 hr)	On-line tests	Individual Presentation	Group Presentation
4BUSS001W	20								50%		50%		
4FNCE001W	20		75%					25%					
4FNCE002W	20		75%							25%			
4FNCE003W	20		75%							25%			
4FNCE004W	20			50%				25%					25%

Level 5 core modules

Module code	Credits	Exam (3 hr)	Exam (2¼ hr)	Exam (1½ hr)	Report, Essay, Portfolio (4,000 words)	Report, Essay, Portfolio (3,000 words)	Report, Essay, Portfolio (2,000 words)	Report, Essay, Portfolio (1,000 words)	Group Report (2,000 words)	In Class Test (1 hr)	Individual Presentation	Group Presentation
5FNCE001W	20						50%	25%				25%
5FNCE002W	20		75%					25%				
5FNCE003W	20		75%							25%		
5FNCE004W	20		75%							25%		

Level 6 core modules

Module code	Credits	Exam (3 hr)	Exam (2¼ hr)	Exam (1½ hr)	Report, Essay, Portfolio (4,000 words)	Report, Essay, Portfolio (3,000 words)	Report, Essay, Portfolio (2,000 words)	Report, Essay, Portfolio (1,000 words)	In Class Test (1 hr)	Individual Presentation	Dissertation (4,000 words)
6MNST001W	20						50%	25% + 25%			
6INVE001W	20		75%					25%			

6FNCE002W	20			50%			50%				
6FNRS001W	20		75%					25%			

Overall summary

Please identify below the percentage of the following categories of assessment as a proportion of the core modules.

- A. Exams 54%
- B. Written coursework 26%
- C. In Class Tests 8%
- D. Presentations 12%
- E. Portfolio/project/dissertation 0%

A+B+C+D +E should equal 100%