

PROGRAMME SPECIFICATION



1	Awarding Institution	Newcastle University
2	Teaching Institution	Newcastle University
3	Final Award	BA (Hons.)
4	Programme Title	Accounting and Finance
5	UCAS/Programme Code	N400
6	Programme Accreditation	Accountancy professional bodies
7	QAA Subject Benchmark(s)	Accounting
8	FHEQ Level	6
9	Last updated	Revised April 2014, Revised June 2014

10 Programme Aims

a) To produce graduates with the following qualities:

- 1 The knowledge, understanding, key and specific skills and general intellectual development required to make them employable in graduate positions in accounting, finance, business, management and a wide range of other employments or capable of undertaking a taught postgraduate programme
- 2 a capacity for critical evaluation of arguments and evidence
- 3 a capacity for independent and self-managed learning

b) To provide a programme:

- 1 which has accredited degree status for the accounting profession
- 2 which combines study of both the conceptual and the applied aspects of the disciplines studied.
- 3 in which teaching is informed by research (both relevant research in the discipline and research carried out by members of staff) and by the Subject Area's strong professional links
- 4 in which accounting and finance is related to a broader business context
- 5 which fully meets the requirements of the Quality Assurance Agency (QAA) Benchmark statement for Accounting degrees.
- 6 which fully meets the criteria for an honours degree laid down in the QAA's National Qualifications Framework.
- 7 which satisfies the requirements of the QAA Code of Practice and University guidelines.

11 Learning Outcomes

The programme outcomes have references to the benchmark statements for Accounting. The programme provides students with opportunities to demonstrate disciplinary competency by developing the key principles and theories in their subject area. It combines theory with the application of skills required to generate solutions within their discipline.

Knowledge and Understanding
<p>On completing the programme students should understand:</p> <ul style="list-style-type: none"> A1 The business contexts within which accounting and finance operate, (including for example the legal, economic, ethical, the social and natural environment, the accounting profession, the business entity, the capital markets and the public sector). A2 UK and international financial reporting including consideration of alternative recognition and measurement rules and of the impact of accounting choices. A3 Principal aspects of management accounting and the use of accounting information for internal decision making and control. A4 The principal models used in finance and consideration of the application of these models in the context of the multinational corporation. A5 Key research in the disciplines studied (including research by members of staff where relevant), critical evaluation of theories and empirical evidence. A6 Through optional modules knowledge and understanding of specialist areas within accounting and finance, cognate areas to accounting and finance and other areas (including for example a modern language). A7 The impact of the international environment on a firm's accounting and finance decisions A8 Ethical issues and be able to make recommendations for appropriate courses of action.
Teaching and Learning Methods
<p>The primary method of imparting knowledge and understanding is lectures. These are supplemented by seminars, workshops and large group problem sessions where students are able to check their learning through discussion and through practice. Much learning in accounting and finance is accomplished through a problem-based approach.</p> <p>Students are encouraged to supplement taught material through independent reading, with extensive guidance being given about which books and articles to read. Students also enhance their learning through student-centred project work and by analysing case studies.</p>
Assessment Strategy
<p>Knowledge and understanding is primarily assessed by unseen examinations, but also to some extent by various forms of coursework – essays, projects, reports, case studies and worksheets.</p>
Intellectual Skills
<p>On completing the programme students should be able to:</p> <p>(Subject- Specific/ Professional Skills)</p> <ul style="list-style-type: none"> B1 Record and summarise transactions and prepare financial statements B2 Analyse business operations for decision-making purposes B3 Make financial projections for decision-making and control B4 Solve problems in accounting and finance

<p>B5 Have gained quantitative skills required for accounting and finance</p> <p>B6 Understand the legal and economic environments in which firms operate</p>
Teaching and Learning Methods
<p>Professional skills are often demonstrated in lectures with follow-up in large group problem solving sessions or in workshops/seminars to enable students to develop these skills in a supportive environment where help is available. Mastery of these skills requires practice which students gain through workshops and through preparing problem-based worksheets. There are also open help sessions and revision sessions.</p>
Assessment Strategy
<p>Professional and cognitive skills are assessed by unseen examinations, essays, worksheets, projects and case studies.</p>
Practical Skills
<p>On completing the programme students should be able to:</p> <p>C1 Be able to critically evaluate arguments and evidence</p> <p>C2 Analyse and draw reasoned conclusions from structured, and to a lesser extent from unstructured, problems using given data or data acquired by the student</p> <p>C3 Locate, extract and analyse data from multiple sources, including the acknowledgement and referencing of sources</p> <p>C4 Demonstrate the ability to use appropriate verbal/written communication to convey information to a particular audience tailoring the content, style and presentation to their intended audience</p> <p>C5 Demonstrate numeracy by applying the appropriate computational techniques to interpret or critically evaluate the results to solve problems within an accounting or finance setting.</p>
Teaching and Learning Methods
<p>C1 is principally developed through seminars and practice discursive questions, where students can discuss such matters and learn to evaluate arguments and evidence. Problem-solving skills are principally developed through workshops, large-group problem sessions and projects. Data extraction and analysis skills are developed through student-centred project work and through skills sessions within modules. Students can enhance their learning through independent reading, undertaking case study analysis and project work.</p>
Assessment Strategy
<p>These are assessed through unseen examinations, worksheets, essays, projects and presentations.</p>
Transferable/Key Skills
<p>On completing the programme students should:</p> <p>D1 Be competent in written and oral communication, presentation, numeracy, computer literacy</p> <p>D2 Have the ability to work independently, through managing own learning, time management, showing initiative and adaptability.</p>

D3 Have the ability to work within a team contributing appropriately and effectively towards the team based activity.
Teaching and Learning Methods
<p>These are introduced to students through skills sessions within modules and through the stage 1 ACC1012 Professional Skills module. IT and numeracy skills are taught in specific modules through lectures and workshops, but are further used and developed in other knowledge based modules. Oral communication skills are in particular developed through seminars and presentations. Students have the opportunity to develop work and study skills, but there is a limit to the extent to which these can be taught.</p> <p>Students can develop these skills further through project work and worksheets.</p> <p>Teamwork skills are developed through the use of group projects and group presentations in certain modules.</p>
Assessment Strategy
<p>These are assessed through unseen examinations, essays, presentations, worksheets, case studies and projects.</p>

12 Programme Curriculum, Structure and Features
Basic structure of the programme
<p>The programme is studied over three years full-time based on 30 weeks attendance per annum.</p> <p>Each year or stage requires the study of modules with a credit value of 120. A 10 credit module consists of 100 hours of student effort, covering lectures, small group teaching, private study, completion of coursework and revision. Modules can vary in size from 10 to 20 credits.</p> <p>Stage 1 provides a multi-disciplinary foundation covering not only accounting and finance but also law, economics, IT, quantitative methods and management. The emphasis in accounting and finance is mostly on the applied aspects of the discipline, with the key techniques being introduced. Contact hours are greater at stage 1 than in later stages in order to ensure that students master key technical issues.</p> <p>Stage 2 focuses on the three main streams of financial reporting, management accounting and finance. At this stage the emphasis on the conceptual as opposed to the applied aspects of the discipline is increased, and students start to be introduced to research findings. Further study of economics is compulsory at stage 2, thus providing students with a deeper knowledge and understanding of this underpinning discipline. Stage 2 also incorporates 20 credits of options which may be either in accounting or in other subjects e.g. a modern language; economics; management; marketing. Direct entry students must choose law as their option in stage 2. Stage 2 students have lower contact hours than stage 1 students, as they should have developed the skill of independent learning.</p> <p>At stage 3 further specialisation in the three key streams takes places with students taking 60 compulsory credits covering financial accounting, management accounting and finance. The research element in the curriculum increases, covering both key research in the area, but also relevant research by members of staff. In addition students are able to broaden their studies through the 60 optional credits they choose from a range offered within Accounting and Finance, covering such topics as taxation, derivative markets, behavioural finance and accounting change and development. Credits may also be taken from outside the subject area.</p>

Key features of the programme (including what makes the programme distinctive)
The Accounting and Finance programme provides an accredited degree with exemptions from many of the professional accounting examinations. It also offers a broadly-based curriculum, suitable for many careers in accounting, finance and in business. The programme recruits internationally, and has a diverse intake of students from the UK, Europe, and non-European nations.
Programme regulations (link to on-line version)
http://www.ncl.ac.uk/regulations/programme/

13 Criteria for admission
<p><i>Entry qualifications</i></p> <p>AAB at A level, excluding General Studies, or equivalents. GCSE grade B or above in English Language and grade A in Mathematics (or equivalent). For students whose first language is not English, they may not offer an A-level in their native language.</p> <p><i>Admissions policy/selection tools</i></p> <p>Students to whom offers are made are invited to an open day to meet staff and students and see the School. Attendance is not compulsory. Applicants with non-standard qualifications may be interviewed.</p> <p><i>Non-standard Entry Requirements</i></p> <p>Each case considered on its merits, although evidence of successful recent study is required (e.g. an accredited Access course). Relevant work experience is also useful, for mature candidates.</p> <p><i>Additional Requirements</i></p> <p><i>Level of English Language capability</i> See above - GCSE Grade C or IELTS 6.5</p>

14 Support for Student Learning
<p>The Student Services portal provides links to key services and other information and is available at: http://www.ncl.ac.uk/students/</p> <p><i>Induction</i></p> <p>During the first week of the first semester students attend an induction programme. New students will be given a general introduction to University life and the University's principle support services and general information about the School and their programme, as described in the Degree Programme Handbook. New and continuing students will be given detailed programme information and the timetable of lectures/practicals/labs/ tutorials/etc. The International Office offers an additional induction programme for overseas students.</p> <p><i>Study skills support</i></p> <p>Students will learn a range of Personal Transferable Skills, including Study Skills, as outlined in the Programme Specification. Some of this material, e.g. time management is covered in the appropriate Induction Programme. Students are explicitly tutored on their approach to both group and individual projects.</p>

Numeracy support is available through Maths Aid and help with academic writing is available from the Writing Development Centre (further information is available from the Robinson Library).

Academic and Pastoral support

Each undergraduate and taught postgraduate student will be assigned a personal tutor.* A personal tutor is one part of a wider network of advice and guidance available to students to support their personal and general academic development. The module leader acts as the first point of contact for subject-specific academic advice. Thereafter the Degree Programme Director or Head of School may be consulted. Issues relating to the programme may be raised at the Student-Staff Committee, and/or at the Board of Studies. Within the academic unit, students may also receive additional academic and pastoral advice from a range of other student-facing staff including degree programme directors, dissertation/project supervisors, and administrative support staff.

*Arrangements may vary for students taking special types of provision.

The University also offers a wide range of institutional services and support upon which students can call, such as the Writing Development Centre, Careers Service and Student Wellbeing Service. This includes one-to-one counselling and guidance or group sessions / workshops on a range of topics, such as emotional issues e.g. stress and anxiety, student finance and budgeting, disability matters etc. There is specialist support available for students with dyslexia and mental health issues. Furthermore, the Student Union operates a Student Advice Centre, which can provide advocacy and support to students on a range of topics including housing, debt, legal issues etc.

Support for students with disabilities

The University's Disability Support team provides help and advice for disabled students at the University - and those thinking of coming to Newcastle. It provides individuals with: advice about the University's facilities, services and the accessibility of campus; details about the technical support available; guidance in study skills and advice on financial support arrangements; a resources room with equipment and software to assist students in their studies.

Learning resources

The University's main learning resources are provided by the Robinson and Walton Libraries (for books, journals, online resources), and Information Systems and Services, which supports campus-wide computing facilities.

All new students whose first language is not English are required to take an English Language Proficiency Test. This is administered by INTO Newcastle University Centre on behalf of Newcastle University. Where appropriate, in-session language training can be provided. The INTO Newcastle University Centre houses a range of resources which may be particularly appropriate for those interested in an Erasmus exchange.

15 Methods for evaluating and improving the quality and standards of teaching and learning

Module reviews

All modules are subject to review by questionnaires which are considered by the Board of Studies. Changes to, or the introduction of new, modules are considered at the Board of Studies and/or the School Teaching and Learning Committee. Student opinion is sought at the Staff-Student Committee and/or the Board of Studies. New modules and major changes to existing modules are subject to approval by the Faculty Learning, Teaching and Student Experience Committee.

Programme reviews

The Board of Studies conducts an Annual Monitoring and Review of the degree programme and reports to Faculty Learning, Teaching and Student Experience Committee. The FLTSEC takes an overview of all programmes within the Faculty and reports any Faculty or institutional issues to the University Learning, Teaching and Student Experience Committee.

External Examiner reports

External Examiner reports are considered by the Board of Studies. The Board responds to these reports through Faculty Learning, Teaching and Student Experience Committee. External Examiner reports are shared with institutional student representatives, through the Staff-Student Committee.

Student evaluations

All modules and stages* are subject to review by student questionnaires. Informal student evaluation is also obtained at the Student-Staff Committee, and the Board of Studies. The National Student Survey is sent out every year to final-year undergraduate students, and consists of a set of questions seeking students' views on the quality of the learning and teaching. The results from student surveys are considered as part of the Annual Monitoring and Review of the programme and any arising actions are captured at programme and School / institutional level and reported to the appropriate body.

*With the exception of intercalating years and the final stages of undergraduate programmes.

Mechanisms for gaining student feedback

Feedback is channelled via the Student-Staff Committee and the Board of Studies.

Faculty and University Review Mechanisms

Every six years degree programmes in each subject area undergo periodic review. This involves both the detailed consideration of a range of documentation, and a review visit by a review team (normally one day in duration) which includes an external subject specialist and a student representative. Following the review a report is produced, which forms the basis for a decision by University Learning, Teaching and Student Experience Committee on whether the programmes reviewed should be re-approved for a further six year period.

Accreditation reports

Additional mechanisms

None.

16 Regulation of assessment

Pass mark

The pass mark is 40% (Undergraduate programmes).

Course requirements

Progression is subject to the University's Undergraduate Progress Regulations and Undergraduate Examination Conventions. In summary, students must pass, or be deemed to have passed, 120 credits at each Stage. Limited compensation up to 40 credits and down to a mark of 35% is possible at each Stage and there are re-assessment opportunities, with certain restrictions.

Weighting of stages

The marks from Stages 2 and 3 will contribute to the final classification of the degree
The weighting of marks contributing to the degree for Stages 2 and 3 is 1:2.

Common Marking Scheme

The University employs a common marking scheme, which is specified in the Undergraduate Examination Conventions, namely

	Modules used for degree classification (DC)	Modules not used for degree classification
<40	Fail	Failing
40-49	Third Class	Basic
50-59	Second Class, Second Division	Good
60-69	Second Class, First Division	Very Good
70+	First Class	Excellent

The University employs a common marking scheme, which is specified in the Taught Postgraduate Examination Conventions, namely:

Role of the External Examiner

An External Examiner, a distinguished member of the subject community, is appointed by the University following recommendation from the Board of Studies. The External Examiner is expected to:

- i. See and approve assessment papers
- ii. Moderate examination and coursework marking
- iii. Attend the Board of Examiners
- iv. Report to the University on the standards of the programme

In addition, information relating to the programme is provided in:

The University Prospectus: <http://www.ncl.ac.uk/undergraduate/>

The School Brochure: <http://www.ncl.ac.uk/marketing/services/print/publications/ordering/>

Degree Programme and University Regulations: <http://www.ncl.ac.uk/regulations/docs/>

The Degree Programme Handbook

Please note. This specification provides a concise summary of the main features of the programme and of the learning outcomes that a typical student might reasonably be expected to achieve if she/he takes full advantage of the learning opportunities provided. The accuracy of the information contained is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education.

Mapping of Intended Learning Outcomes onto Curriculum/Modules

Module	Type	Intended Learning Outcomes			
		A	B	C	D
ACC1010	Compulsory	1, 2, 7, 8	1, 2, 3, 4, 6	1, 2, 4	1, 2
ACC1011	Compulsory	1, 3, 4	2, 3, 4, 5, 6	1, 2, 4	1, 2
ACC1012	Compulsory	1, 8	2, 3, 4, 5	1, 2, 3, 4	1, 2, 3
ECO1017	Compulsory	1, 7	6	1, 2, 3, 4	2
BUS1001	Compulsory	1, 5	2, 6	1, 2, 3, 4	2, 3
LAW1054	Compulsory	1	6	1, 2, 4	2
ACC2002	Core/Compulsory	1, 5, 7	2, 5, 6	1, 2, 3, 4	1, 2
ACC2003	Core/Compulsory	1, 3, 5, 7, 8	2, 3, 4, 5, 6	1, 2, 4	1, 2, 3
ACC2005	Core/Compulsory	1, 2, 5, 7, 8	1, 2, 4, 5, 6	1, 2, 4	1, 2
ACC2007	Core/Compulsory	1, 4, 5, 7, 8	2, 3, 4, 5, 6	1, 2, 3, 4	1, 2
ACC2021	Core/Compulsory	1, 2	2, 4, 5, 6	1, 2, 3, 4	1, 2, 3
ACC2009	Optional	1, 3, 5, 6, 8	2, 4, 6	1, 2, 4	1, 2
ACC2020	Optional	1, 2, 3, 5, 6, 7, 8	2, 4, 5, 6	1, 2, 3, 4	1, 2
NCL2007	Optional	6		4	1, 2, 3
ACC3001	Compulsory	1, 2, 5, 7, 8	1, 2, 4, 5, 6	1, 2, 3, 4	1, 2
ACC3002	Compulsory	1, 3, 5, 7, 8	2, 3, 4, 5, 6	1, 2, 3, 4	1, 2
ACC3006	Compulsory	1, 4, 5, 7, 8	2, 3, 4, 5, 6	1, 2, 3, 4	1, 2
ACC3003	Optional	1, 4, 5, 6, 7, 8	4, 5, 6	1, 2, 3, 4	1, 2
ACC3004	Optional	1, 4, 5, 6, 7, 8	2, 4, 5, 6	1, 2, 3, 4	1, 2
ACC3008	Optional	2, 5, 6, 8	4, 6	1, 2, 3, 4	1, 2
ACC3009	Optional	1, 2, 5, 6, 7, 8	1, 2, 3, 4, 5, 6	1, 2, 3, 4	1, 2
ACC3016	Optional	1, 5, 6, 7, 8	4	1, 2, 3, 4	1, 2
ACC3018	Optional	1, 2, 3, 5, 6, 7, 8	4	1, 2, 3, 4	1, 2
NCL3007	Optional	6		4	1, 2, 3
NCL3008	Optional	6		4	1, 2, 3