UNIVERSITY OF LONDON

Programme Specification
2022–2023
Registrations from April 2022

Professional Accountancy

MSc

Important document – please read

Contents

Important information regarding the Programme Specification

About this document

Last revised 05 April 2022

The Programme Specification gives a broad outline of the structure and content of the programme, the entry level qualifications, as well as the learning outcomes students will achieve as they progress. Some of the information referred to in this programme specification is included in more detail on the University of London website. Where this is the case, links to the relevant webpage are included.

Where links to external organisations are provided, the University of London is not responsible for their content and does not recommend nor necessarily agree with opinions expressed and services provided at those sites.

If you have a query about any of the programme information provided, whether here or on the website, registered students should use the '*ask a question*' button in the student portal. Otherwise, the *Contact Us* link at the bottom of every webpage should be used.

Terminology

The following language is specific to the MSc Professional Accountancy programme:

Module: Individual units of the programme are called modules. Each module is a self-contained, formally structured learning experience with a coherent and explicit set of learning outcomes and assessment criteria

Key revisions made

Programme specifications are revised annually. The quality committee of the member institution providing academic direction, as part of its annual review of standards, confirms the programme structure and the educational aims and learning outcomes, and advises on any development in student support. Where there are changes which may impact on continuing students, these are listed below. For all new students, the programme and general information provided in this document is correct and accurate and will be applicable for the current year.

Significant changes made to the programme specification 2022-2023:

1. Links for website have been updated.

2. Entrance requirements amended to clarify that students need to be in good standing with their professional body.

3. Computer requirements have been updated.

4. Weighting for Capstone Project has been corrected to reflect Regulations.

5. It is now possible to study this programme with the support of a Recognised Teaching Centre.

Programme title and awards

Postgraduate Degrees of the University of London may be classified. The award certificate will indicate the level of the academic performance achieved by classifying the award. The classification of the degree will be based on the ratified marks from the completed assessments.

The classification system for these awards is as follows:

Distinction; Merit; Pass.

Specific rules for the classification of awards are given in the [Programme Regulations](#), under Scheme of Award

Programme title

Professional Accountancy

Qualifications

Master of Science in Professional Accountancy

Individual modules available for study on a stand-alone basis

There is also provision for select individual modules of the programme to be studied on a stand-alone basis without being registered for a related qualification. A maximum of 30 credits may be counted as credit towards a related qualification. Neither progression nor credit is automatic.

Award titles may be abbreviated as follows:

Master of Science – MSc

Level of the programmes

The Framework for Higher Education Qualifications of UK Degree-Awarding Bodies (FHEQ) forms part of the UK Quality Code for Higher Education of the [Quality Assurance Agency for Higher Education](#) (QAA).

The awards are placed at the following Levels of the Framework for Higher Education Qualifications (FHEQ):

MSc   Level 7

Relevant QAA subject benchmarks group

See the [QAA website](#) for information about quality assurance.

[Master's degrees in business and management (2015)](#)

Awarding body

University of London

Registering body

University of London

Academic direction

University College London

Language of study and assessment

English

Mode of study

Web supported learning with an online tutor or centre supported learning from a University of London Recognised Teaching Centre, where this is available.

Recognised Teaching Centres which support this programme will be listed on the Recognised Teaching Centre Directory.

Programme structures

The programme has two registration points in the year: October and April. There are four study sessions in a year, each lasting 10 weeks. Sessions begin in October, January, April and July. Each session is following by an assessment submission point.

Students have an online induction session available through the virtual learning environment (VLE) prior to the start of their study session. This includes orientation of their learning environment and guidance on the structure of the programme.

The MSc is a 180 UK credit degree programme. Your professional qualification is deemed to be equivalent to up to 120 credits towards your University of London award.

For the MSc, you must complete 60 credits:

- A choice of 2 x 15 credit modules from the following:

    o Global Issues in Finance and Accounting (GIFA) [AFM070]

    o Analysing Risk for Decision Making (ARDM) [AFM080]

    o Issues in Investment Management (IIM) [AFM090]

    o Capital Markets and Global Perspectives (CMGP) [AFM100]

- One compulsory Capstone Project (30 credits) [AFM500]

Maximum and minimum periods of registration

The maximum and minimum period of registration, from a student's effective date of registration, are:

	Minimum	Maximum
MSc	6 months	Five years

In making a decision as to how many modules to register for in a given session, it is important to take account of on-going work and/or personal commitments.

In order to complete the programme in the minimum period you should register for one 15 credit elective module and your Capstone Project in your first study session. Then in your second study session you should register for your second 15 credit elective module and you will complete the second part of the Capstone Project. Not all modules will run in every study session.

You must register for at least one 15 credit elective module in your first study session.

Credit value of modules

Further information about the credit systems used by universities in the UK and Europe is provided by the Quality Assurance Agency and the European Credit Transfer and Accumulation System.

Where credits are assigned to modules of a programme, credit indicates the amount of learning carried out in terms of the notional number of study hours needed, and the specified Framework for Higher Education Qualifications in England (FHEQ) credit level indicates the depth, complexity and intellectual demand of learning involved. The details below indicate the UK credits and the European Credit Transfer and Accumulation System (ECTS) values.

The MSc Professional Accountancy comprises a total of 180 UK credits (90 ECTS credits) at FHEQ level 7.

120 UK credits (60 ECTS credits) are granted from professional qualifications to satisfy the entrance requirements; a total of 60 UK credits (30 ECTS credits) are assigned to the University of London modules.

Full information can be found on the programme page.

Entrance requirements

Applicants must submit an application in line with the procedures and deadlines set out on the website.

MSc

To qualify to register for the MSc an applicant must have:

- passed a professional accountancy body qualification from the list of accepted qualifications, *and*

- *either,* have been awarded in the past five years,

- *or*, if the qualification was awarded more than five years ago, be able to provide proof that they are in good standing with their professional body.

Details of accepted professional bodies can be found on the programme page.

English language requirements

A student will meet the English language requirement if they:

- have passed the English versions of their professional accountancy body qualifications (from the agreed list) in the past five years, or

- are a current member of any agreed professional accountancy body where the exams are conducted in English.

Applicants who do not meet either of the above will be considered, on an individual basis at the point of application.

Computer specification and internet access

Students will require regular access to a computer with an internet connection to use the University of London's online resources and systems.

Students must be able to download and install software to their Windows or MacOS device to include secure examination browsers for online assessment purposes (if offered on your programme of study).

The computer must have at least the following minimum specification:

- Windows: 7, 8, and 10 on 64-bit platforms (Windows 10 recommended)

- macOS: OS X 10.14 and higher

- CPUs newer than 2011 (Intel Sandy Bridge or newer)

- OpenGL 2.0 graphics driver

- Local storage for the recording of proctored examinations (75MB per hour)

- Web camera & microphone (internal or external)

- A broadband internet connection (minimum of 0.15Mbps upload speed)

and the following applications installed:

- a word processor that accepts Microsoft Word formats (.doc and .docx)
- a PDF reader
- Microsoft Excel which can run macros

For *Capstone Project*, students will need **one** of the following supported platforms:

- Mobile platforms of iOS, Android and Windows 10 support:
  - iOS support OS version 8+
  - Android support API level 19+ Version 4.4 - 4.4.4
  - Windows 10 UWP version

And

  - Icarus (Professional Accountancy) App (latest version).

  - Other specialised software may be made available by the University if required.

* Full mobile access to VLE resources is not available for all programmes.

Students with specific access requirements

The University of London welcomes applications from disabled students and/or those who have access requirements. The University will make every effort to provide reasonable adjustments to enable those with a disability, learning difficulty or access requirements to have the same opportunity as all other students to successfully complete their studies.

The University is committed to managing the application procedure and the programme itself to ensure that services are accessible for all students and that an inclusive environment is created. Students with a disability, or others who may need access arrangements to assist in taking examinations, should complete the relevant section of the application form, or contact the Inclusive Practice Manager. A separate room or other arrangements may be considered.

Requests are considered by a University panel, whose purpose is to ensure that students with disabilities and/or specific access requirements are neither advantaged nor disadvantaged by such arrangements when compared with other students. These considerations remain separate from the academic selection processes.

> For further information, see Inclusive Practice Policy

Sources of funding and scholarships

Information about potential sources of funding and scholarships is updated annually and where available is included in the prospectus web pages.

> For further information see the website.

Educational aims and learning outcomes of the programmes

Programme aims

The programme provides students with an opportunity to develop and apply master's level knowledge, understanding and skills within an accountancy and finance related context. The programme will require students to assimilate master's level knowledge and demonstrate critical appraisal of alternative solutions to financial decision making based on systematic analysis of complex business problems. Students will also be required to demonstrate independent research capability and present complex ideas through a range of different media appropriate to a finance professional.

Learning outcomes (MSc)

A student is expected to

A   Knowledge and understanding:

- Develop an advanced understanding of financial models and management techniques.
- Understand the strategic dimension when applying specific models and techniques to support decision making.
- Understand complex models and concepts underpinning financial decisions that underpin assumptions of value creation within organisations.
- Understand the complex internal and external relationships for organisations when management make decisions.
- Apply research skills to support financial decision making analysis.

- Assimilate, identify and critically appraise data used for financial decisions at a strategic level in organisations.

B   Cognitive skills

- Think critically and creatively in selecting alternative solutions.
- Solve complex problems to support financial decisions.
- Identify and evaluate options to solving business problems.
- Undertake research into a financially related business problem and to apply skills in the assembling and analysis of data collected.

C   Practical and professional skills

- Develop numeracy and quantitative skills to apply to business management.
- Apply critical self-reflection to business practice and experience.
- Communicate complex solutions effectively to business related decisions.
- Use information technology effectively.
- Demonstrate effective self-direction and efficient time management.
- Develop team work and leadership skills through simulated real-world business and management situations.

Learning, teaching and assessment strategies

The core principles of the Standard Academic Model which incorporates the learning, teaching and assessment strategy for this programme are outlined below.

Principle 1: Access and opportunity

Our programmes are designed to maximise access and opportunity for learners. An online induction will ensure that students are prepared for study and are familiar with the learning environment and sources of support during their student journey.

Principle 2: Student learning

Our programmes are designed to provide students a rich, vibrant, rigorous and engaging learning experience.

Principle 3: Student support

Our programmes are designed to provide students with the support they need to succeed and fulfil their potential.

Principle 4: Programme and module structure

Our programmes follow a consistent structure, designed to drive progression and retention, and offer flexibility within an efficient module release schedule.

Principle 5: Design for learning

Our programmes are a co-creation between various teams who each contribute their professional expertise, and educational design for successful learning is at the heart of the programme development process.

Principle 6: Unbundling, portability

Wherever possible, our modules are designed as discrete sequences of learning for maximum use and portability.

Principle 7: Assessment

Our assessment is rigorous, robust, secure, transparent and aligned to the learning outcomes.

Principle 8: Equality, Diversity and Inclusion

Inclusion is at the heart of our practice in teaching, learning and assessment.

Assessment methods

Each module is run over a 10 week block, with the exception of the Capstone Project which is run over two 10-week blocks.

Each module is assessed by a coursework assessment (100%), with the exception of the Capstone Project.

The Capstone project is assessed by two summative assessments: a coursework (30%) and a project (70%).

Where a module has more than one element of assessment, the grade awarded for each module will be based on both elements of assessment. Students will be required to pass the module with a weighted average of 50%.

Resits may be taken once the module results have been confirmed by the Board of Examiners.

Coursework is submitted in the VLE by prescribed deadlines.

Student support and guidance

Key features of the support for students include:

- Student Portal: for accessing student induction, study skills support, careers and employability resources, student wellbeing advice.

- Student induction resources.

- Student Guide: This provides information which is common to all students and gives guidance on a range of issues from the start of a student's relationship with the University of London through to their graduation.

- VLE containing: self-assessment and student planner tools; comprehensive learning materials; e-resources/e-library; student forums and progress monitoring tools

- Online student advisor and online tutor (for web supported learners)

- Local teaching centre tutor (for teaching centre supported learners).

- Programme Regulations.

- The Online Library: This provides a range of full-text, multidisciplinary databases where journal articles, book reviews and reports can be found.

- A University of London email account and web area for personal information management.

Quality evaluation and enhancement

The University of London delivers the majority of its flexible and distance learning programmes through a collaboration between the University of London Worldwide and member institutions of the University of London. However some of the flexible and distance learning programmes draw solely on academic input from the University of London, and are delivered without academic lead by a member institutions. The policies, partnerships (where applicable) and quality assurance mechanisms applicable for the programmes are defined in the following key documents: The Quality Framework, the Quality Assurance Schedules, Guidelines for Examinations, General Regulations and, for each programme, programme specific regulations.

Awards standards

All University of London qualifications have to align with the Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies to assure appropriate standards for each qualification. In addition, every programme that is developed by a member institution of the University of London (or a consortium with representation by more than one member institution) will be developed to the same standard as would be applied within the institution concerned. Proportionate and robust approval procedures, including external scrutiny and student engagement are in place for all programmes. Learning materials are written and all assessments are set and marked by academic staff who are required to apply the University's academic standards.

Review and evaluation mechanisms

Some of the key mechanisms in place to assure the standards of all University of London qualifications and the quality of the student experience, include:

- Annual programme reports: produced for all programmes in order to review and enhance the provision and to plan ahead;
- Independent external examiners: submit reports every year to confirm that a programme has been assessed properly and meets the appropriate academic standards;
- Annual student information statistics: prepared for all systematic reporting within the University of London;
- Periodic programme reviews: carried out every 4-6 years to review how a programme has developed over time and to make sure that it remains current and up-to-date.

Improvements are made as necessary to ensure that systems remain effective and rigorous.

Student feedback and engagement

The principal channel for collecting feedback from students is the Student Experience Survey. Carried out every two years, this collects feedback from the student body on a range of topics relating to the student lifecycle. The results are analysed externally and then considered in a number of different ways, including by the programme team, principal committees and the senior leadership team. Details of any resulting actions taken are published on the Virtual Learning Environment and the Student Portal.

Additionally, on completion of their programme of study students will be invited to take a survey that seeks to measure what they have gained from their studies.

There are also opportunities for students to get involved in governance. An undergraduate and postgraduate student member is appointed by the University to the majority of committees through an annual appointment round. Some programmes also recruit student members at the programme level. Students are frequently invited to take part in quality review processes such as Periodic Programme Reviews, Programme approval, Thematic Reviews, MOOC review panels and ad hoc focus groups. Opportunities such as these are advertised through social media and on the website. More information can be found on the [website](#).

Students can also apply to join the Student Voice Group, which meets four times a year to consider initiatives for enhancing student experience. Notes from these meetings are published on the Student Portal.

After graduation

Further study

Successful completion of the programme may serve as preparation for students who wish to go on to take further study in the subject area. Enquiries about further study opportunities should be directed to the University of London Student Advice Centre '*ask a question*' button in the [student portal.](#)

Graduate employment routes

This programme is targeted at career minded finance professionals who wish to complement their professional skills with master's level understanding and skills applied to accountancy and finance subject areas.

The Alumni Network

Upon graduation, students automatically become members of the University of London Alumni Network, a diverse community of over 100,000 alumni in more than 180 countries. The Alumni Network can provide individuals with lifelong links to the University of London and each other. Benefits include social and networking events, access to local groups, a bi-annual magazine, social networking groups, and the opportunity to become an Alumni Ambassador for the University of London.

Follow the alumni community on social media: [Facebook](#), [Instagram](#), [LinkedIn](#)