

**1. Programme Title(s):**

M.Sc./Postgraduate Diploma\*/Postgraduate Certificate in Finance\*

\* **Approved as exit awards only**

**2. Awarding body or institution:**

University of Leicester

**3. a) Mode of study**

Part-Time

**b) Type of study**

Distance Learning

**4. Registration periods:**

Distance Learning

The normal period of registration is 30 months.

The maximum period of registration is 48 months.

**5. Typical entry requirements:**

Entrance is open to those who hold a first or second-class honours degree or 3 years or more suitable professional experience.

**Applicants who do not meet the standard academic requirement but have at least 3 years of relevant work experience may be considered upon providing a 500-1000 words statement detailing their relevant work experience and suitability for the course and a copy of their CV.**

When English is not the first language of the candidate, the successful applicant must have either IELTS 6.5 (7.0 in writing preferred), TOEFL (paper) 575 with TWE 4.0, 90 (IBT), or the University of Leicester English Language Test.

**6. Accreditation of Prior Learning:**

There is no accreditation of prior learning.

**7. Programme aims:**

The Masters/Diploma/Certificate in Finance course is a generalist career entry programme which aims to:

1. Give course members a thorough grasp of the main theories, tools, methods and techniques of financial management within an international context. This includes the development of an understanding of the advantages, limitations and typical applications of each major method or technique in practice.
2. Encourage in course members the need for critical analysis and evaluation of financial management problems and issues.

3. Promote an appreciation of the role of information within a knowledge-based economy. This will include an identification of approaches to data generation, data manipulation, data assessment and analysis.
4. Give course members an analytical appreciation of the organisational contexts of financial management.
5. Expose course members to the current debates in the financial professional and academic literatures.
6. Enable course members to integrate and apply the knowledge, approaches and methods they have learned to a variety of financial decisions and their own management and work experiences.
7. Encourage course members to develop a number of interpersonal, communication and decision and problem solving skills, and to use these in an imaginative way that will enable them to identify problems, consider alternative solutions, evaluate and analyse situations, make choices and implement solutions.
8. Equip Masters students with the necessary skills to undertake independent research work in the broad area of finance, as evidenced in the successful production of a dissertation.

**For the PGCert**

Programme Aim 1

Programme Aim 2

Programme Aim 3

**For the PGDip – in addition to those above**

Programme Aim 4

Programme Aim 5

Programme Aim 6

Programme Aim 7

**For the MSc – in addition to those above**

Programme Aim 8

**8. Reference points used to inform the programme specification:**

- University of Leicester Senate Regulations:
- <http://www2.le.ac.uk/offices/sas2/regulations/general-regulations-for-taught-programmes> University of Leicester Code of Practice on Examining:

<http://www2.le.ac.uk/offices/sas2/quality/codes/examining>

- University of Leicester Learning & Teaching Strategy :

<http://www2.le.ac.uk/offices/sas2/quality/learnteach>

- QAA Benchmarking Statement for Business and Management:

QAA Frameworks for Higher Education Qualifications

- Annual Developmental Review
- External Examiners’ reports
- Student Feedback (formally through questionnaires and Staff-Student Committees; informally, for example, through student contact with module tutors, personal tutors, and programme leaders)
- The requirements of the UK Race Relations Act 2000
- The requirements of the UK Special Education Needs and Disability Act 2001
- The University of Leicester’s Widening Participation Strategy
- The University’s Equal Opportunities Statement

9. Programme Outcomes:

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>(a) Subject and Professional skills</b>		
<b>Knowledge</b>		
<p><b>Certificate</b> Graduates will possess knowledge of a range of finance subjects.</p> <p><b>Diploma</b> In addition to the above, graduates should have a sound knowledge of finance theories and the existing empirical evidence. Integration of knowledge across subjects.</p> <p><b>Masters</b> In addition to the above, students should have an advanced knowledge of the qualitative and quantitative methodologies used when pursuing research in finance.</p>	<p><b>Certificate</b> Lectures (synchronous and asynchronous), seminars (synchronous and asynchronous), directed reading and exercises, self-directed private study, assignment feedback: formative and summative.</p> <p><b>Diploma</b> As above.</p> <p><b>Masters</b> In addition to the above: research methods module, dissertation supervision, independent research.</p>	<p><b>Certificate</b> Essay assignments (formative and summative), practical reports, written examinations.</p> <p><b>Diploma</b> As above.</p> <p><b>Masters</b> In addition to the above: research proposal, dissertation.</p>

<sup>1</sup> In the distance learning mode of delivery extensive use will be made of the Blackboard virtual learning environment (comprising Learning Materials, Discussion Forums and E-tivities), Adobe Connect, Blackboard Chatrooms and Word Press and Google blogs. This online support will be supplemented by Residential Schools and faculty visits and local tutor and/or business club support.

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Concepts</b>		
<p><b>Certificate</b> Students will acquire an enhanced grasp of principles of finance and its relationship to general financial management.</p> <p><b>Diploma</b> In addition to the above, graduates will be able to explain the contextual nature of the development of financial theory and the finance discipline.</p> <p><b>Masters</b> In addition to the above, students will be able to explain and critique theories as well as qualitative and quantitative methodologies used in research in finance.</p>	<p><b>Certificate and Diploma</b> Lectures (synchronous and asynchronous), seminars (full-time students), faculty visits or summer school (distance-learning students) (synchronous and asynchronous), directed reading and exercises, self-directed private study, assignment feedback: formative and summative.</p> <p><b>Masters</b> In addition to the above: research methods module, dissertation supervision, independent research.</p>	<p><b>Certificate and Diploma</b> Essay assignments (formative and summative), practical reports, written examinations.</p> <p>.</p> <p><b>Masters</b> In addition to the above: research proposal, dissertation.</p>
<b>Techniques</b>		
<p><b>Certificate and Diploma</b> The students will be able to demonstrate knowledge of the most important theories and concepts in finance; be able to identify relevant material from the academic literature and write using academic conventions and bibliographic techniques</p> <p><b>Masters</b> In addition to the above, graduates will be able to demonstrate competence in research methods and be able to undertake qualitative, numerical and statistical evaluation as a means to develop an analysis of finance questions.</p>	<p><b>Certificate and Diploma</b> Assignment feedback: formative and summative; directed reading, self-directed private study.</p> <p><b>Masters</b> In addition to the above: research methods module, dissertation supervision, independent research.</p>	<p><b>Certificate and Diploma</b> Essay assignments (formative and summative), practical reports, written examinations, problem-solving exercises.</p> <p><b>Masters</b> In addition to the above: research proposal, dissertation.</p>

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Critical analysis</b>		
<p><b>Certificate, Diploma, Masters</b> Ability to identify and apply relevant concepts and techniques with independence, rigour and self-reflexivity.</p> <p>Ability to reflect critically on the discipline of finance and upon the context-bound nature of the generation and application of its concepts and techniques.</p>	<p><b>Certificate and Diploma</b> Lectures (synchronous and asynchronous), seminars (full-time students), faculty visits or summer school (distance-learning students), directed reading and exercises, self-directed private study, assignment feedback: formative and summative.</p> <p><b>Masters</b> In addition to the above: research methods module, independent research.</p>	<p><b>Certificate and Diploma</b> Essay assignments (formative and summative), practical reports, written examinations, problem-solving exercises.</p> <p><b>Masters</b> In addition to the above: research proposal, dissertation.</p>
<b>Presentation</b>		
<p><b>Certificate and Diploma</b> The student will be able to distinguish between relevant and non-relevant materials; to write up and deliver reports on findings to a professional standard with clarity, fluency and coherency.</p> <p><b>Masters</b> Ability to organise research material in a manner appropriate to the type of assessment.</p>	<p><b>Certificate and Diploma</b> Assignment feedback (formative and summative), seminars (full-time students), faculty visits or summer school (distance-learning students), directed reading and exercises, self-directed private study.</p> <p><b>Masters</b> In addition to the above: dissertation supervision, independent research.</p>	<p><b>Certificate and Diploma</b> Essay assignments (formative and summative), practical reports, written examinations.</p> <p><b>Masters</b> In addition to the above: research proposal, dissertation.</p>

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Appraisal of evidence</b>		
<p><b>Certificate and Diploma</b> Ability to analyse and assess a variety of financial issues.</p> <p><b>Masters</b> Ability to mount and sustain an independent level of inquiry at an advanced level.</p>	<p><b>Certificate and Diploma</b> Lectures (synchronous and asynchronous), seminars (full-time students), faculty visits or summer school (distance-learning students), assignment feedback (formative and summative), directed reading and exercises, self-directed private study.</p> <p><b>Masters</b> In addition to the above: dissertation supervision, independent research.</p>	<p><b>Certificate and Diploma</b> Essay assignments (formative and summative), practical reports, written examinations.</p> <p><b>Masters</b> In addition to the above: research proposal, dissertation.</p>
<b>(b) Transferable skills</b>		
<b>Research skills</b>		
<p><b>Certificate and Diploma</b> The graduate will be able to identify, select and organise relevant literature and evidence for assignments; will demonstrate an ability to produce well structured, focused, clearly written essays and reports.</p> <p><b>Masters</b> In addition to the above: demonstrating intellectual independence, through identifying a credible research project, drawing up a realistic time-table, performing the relevant analysis, reflecting on and 'writing up' results.</p>	<p><b>Certificate and Diploma</b> Seminars (full-time students), faculty visits or summer school (distance-learning students), assignment feedback (formative and summative); directed reading; self-directed study.</p> <p><b>Masters</b> In addition to the above: research methodology module, dissertation supervision, independent research.</p>	<p><b>Certificate and Diploma</b> Essay assignments (formative and summative), examinations.</p> <p><b>Masters</b> In addition to the above: research proposal and dissertation.</p>

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Communication skills</b>		
<p><b>Certificate and Diploma</b> Demonstrate ability to critically discuss relevant information. Clarity, fluency and coherence in writing essays in response to given questions. Expression of finance issues and debates in an appropriate manner for the required audience. Develop and sustain financial arguments in differing formats.</p> <p><b>Masters</b> In addition to the above: Ability to work collaboratively and responsibly in groups. Knowing how and when to draw on the knowledge and expertise of others; ability to contribute &amp; comment on ideas in group discussions. Produce a dissertation with a logical structure written with clarity and precision.</p>	<p><b>Certificate and Diploma</b> Seminars (full-time students), faculty visits or summer school (distance-learning), assignment feedback (formative and summative); directed reading; self-directed study.</p> <p><b>Masters</b> In addition to the above: research methodology module, dissertation supervision process, independent research</p>	<p><b>Certificate and Diploma</b> Assignments (formative and summative), examinations.</p> <p><b>Masters</b> In addition to the above: research proposal and dissertation.</p>
<b>Data presentation</b>		
<p><b>Certificate and Diploma</b> Ability to locate and organise evidence, synthesise data into coherent and informed written arguments.</p> <p><b>Masters</b> In addition to the above: the students should be able to collect relevant data, present data summaries, perform data manipulation and analysis, and competently present their findings.</p>	<p><b>Certificate and Diploma</b> Seminars (full-time students), faculty visits or summer school (distance-learning), assignment feedback (formative and summative); lectures, directed reading; self-directed study.</p> <p><b>Masters</b> In addition to the above: research methodology module, dissertation supervision process, independent research.</p>	<p><b>Certificate and Diploma</b> Assignments, examinations.</p> <p><b>Masters</b> In addition to the above: research proposal and dissertation.</p>

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Information technology</b>		
<p><b>Certificate and Diploma</b> Ability to retrieve and present information using appropriate information technology, for example subject specific databases.</p> <p><b>Masters</b> In addition to the above to use, if necessary, data analysis software that is relevant to their dissertation (e.g. SPSS, E-Views, Excel or R)</p>	<p><b>Certificate and Diploma</b> Computer seminars (full-time students), dissemination of software and software manual (distance-learning students), Blackboard resources</p> <p><b>Masters</b> In addition to the above: dissertation research process.</p>	<p><b>Certificate and Diploma</b> Assignments</p> <p><b>Masters</b> In addition to the above: dissertation</p>
<b>Problem solving</b>		
<p><b>Certificate and Diploma</b> Ability to identify, locate, and analyse relevant data and source material. Ability to investigate and advocate solutions to problems.</p> <p><b>Masters</b> In addition to the above: Ability to refine problems into researchable questions and hypotheses.</p>	<p><b>Certificate and Diploma</b> Lectures (synchronous and asynchronous), seminars (full-time students), faculty visits or summer school (distance-learning), assignment feedback (formative and summative); lectures, directed reading; self-directed study.</p> <p><b>Masters</b> In addition to the above: dissertation supervision process, independent research.</p>	<p><b>Certificate and Diploma</b> Assignments, examinations.</p> <p><b>Masters</b> In addition to the above: research proposal and dissertation.</p>



Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Working relationships</b>		
<p><b>Certificate and Diploma</b> Ability to work collaboratively and responsibly in groups. Ability to contribute &amp; comment on ideas in group discussion forums (distance learning students).</p> <p><b>Masters</b> Knowing how and when to draw on the knowledge and expertise of others.</p>	<p><b>Certificate and Diploma</b> Participation in seminars (full-time students) and Blackboard discussion forums (distance learning students).</p> <p><b>Masters</b> In addition to the above: the establishment of a working relationship with the dissertation supervisor (or the resolution of any problems through consultation with the Personal Tutor and the Programme Leader)</p>	<p><b>Certificate and Diploma</b> Feedback on group oral presentations for full time students; feedback provided by the Blackboard tutor to the distance learning students on the discussion forums</p> <p><b>Masters</b> In addition to the above: interaction with the dissertation supervisor</p>
<b>Managing learning</b>		
<p><b>Certificate and Diploma</b> Management of an extensive literature and familiarisation with subject-relevant debates and concepts. To timetable self-directed study to ensure the completion of assessment tasks and manage the related study work-load.</p> <p><b>Masters</b> In addition to the above: Identify a credible research project; construct a feasible research timetable; carry out independent research</p>	<p><b>Certificate and Diploma</b> Knowledge about managing learning is included in the induction module Foundations of Knowledge (Please note the module will be replaced by ASK on the distance learning programme); self-directed private-study; self-reflection on assignment feedback; formative and summative.</p> <p><b>Masters</b> In addition to the above: the dissertation supervision process</p>	<p><b>Certificate and Diploma</b> Assignments, examinations.</p> <p><b>Masters</b> In addition to the above: research proposal and dissertation.</p>

Intended Learning Outcomes	Teaching and Learning Methods <sup>1</sup>	How Demonstrated?
<b>Career management</b>		
<p><b>Certificate and Diploma</b> Ability to take charge of progress and development; to reflect on strengths, interests, motivation and skills; recognition of achievements</p> <p><b>Masters</b> In addition to the above: if appropriate, to research an area which may be relevant to the student' career preferences</p>	<p><b>Certificate and Diploma</b> Personal Tutor System Self-reflection on assignment feedback Career sessions (full time students)</p> <p><b>Masters</b> In addition to the above; the dissertation supervision process</p>	<p><b>Certificate and Diploma</b> Discussions with personal tutor Support of the Careers Office</p> <p><b>Masters</b> Selection of a specific dissertation topic</p>

#### 10. Special features:

#### 11. Indications of programme quality:

External Examiners reports

#### 12. Scheme of Assessment

As defined in [Senate Regulation 6](#): Regulations governing taught postgraduate programmes of study.

#### 13. Progression points

Students are required to demonstrate satisfactory progress on their programme of study by a series of progression points as follows:

##### *Progression point 1*

This progression point corresponds to the progression from the Postgraduate Certificate level modules to the Postgraduate Diploma level modules. A student's progress will be reviewed at the completion of the four Postgraduate Certificate level modules. Students are given an opportunity to resubmit in the session following receipt of module results. For those who do not resubmit, a period of academic suspense may be recommended based on the progression rules below. The Postgraduate Certificate level modules are identified in Appendix 1.

##### *Progression point 2*

This progression point corresponds to the progression from the Postgraduate Diploma level modules to the dissertation project. A student's progress will be reviewed at the completion of the taught component of the programme.

##### *Progression point 3*

This progression point corresponds to the progression from Part 1 of the dissertation project to Part 2 of the dissertation project.

The dissertation project comprises of two parts. Part 1 consists of the research methods training and culminates in the submission of the dissertation project proposal for the Research Ethics Approval. Part 2 entails the dissertation project itself and culminates in the submission of the dissertation.

The students are not allowed to progress to Part 2 of the dissertation project until they have received a written permission from the School to do so. The permission is given on obtaining the Research Ethics Approval.

The student must commence the dissertation project at least eight months prior to the end of the registration period.

**14. Rules relating to re-sits or re-submissions:**

See 12 above.

The programme conforms with the scheme set out in the Senate regulations governing taught postgraduate programmes

Candidates may be required to re-submit a failing research proposal. A passing research proposal, either at first or second submission may be required to progress to the dissertation.

**15. Additional information**

Full time and part time students are expected to attend all scheduled classes and the careers and study skills strands of provision. They are also expected to fully participate in their study groups. Full time students should spend at least 500 hours during their total programme of study in these forms of interaction. Participation in these activities will be robustly monitored and a failure to achieve this extent of interaction on the part of a candidate will have significant impact upon Boards of Examiners decisions on the outcome of their studies.

**16. External Examiners:**

The details of the External Examiner(s) for this programme and the most recent External Examiners' reports can be found [here](#)

## Appendix 1: Programme structure (programme regulations)

### Curriculum:

(i) All candidates will take the following core modules:

Module Code	Module Title	Core/Option	Credit Rating
MN7560	Foundations of Knowledge and Professional Skills	C	0*
MN7561	Foundations of Financial Analysis and Investment	C	15
MN7540	Financial Statements: Theory, Practice and Critique	C	15
MN7541	Strategic Financial Management	C	15
MN7542	Financial Modelling	C	15
MN7527	Financial Risk Management	C	15
MN7532	Corporate Finance	C	15

#### Options

Two options to be chosen (see ii below)

#### Research and Dissertation

MN7507	Dissertation	C**	60
MN7508	Research Methodology	C***	0

\* This non-credit bearing module will comprise formative assessment.

\*\* Compulsory only for candidates for the degree of Master of Science.

\*\*\* This non-credit bearing research skills course supports the dissertation. Progression to the dissertation is dependent upon satisfactory completion of a research proposal.

(ii) All candidates will also take two modules from the following list of options:

Module Code	Module Title	Core/Option	Credit Rating
MN7510	Managing Information: Technology and Systems	O	15
MN7512	Public Finance	O	15
MN7574	International Finance and Globalisation	O	15
MN7572	Branding and Communications	O	15
MN7517	Business-to-Business Marketing and Supply Chain Management	O	15
MN7576	Knowledge Management	O	15
MN7579	Alternative Economies	O	15
MN7822	Total Quality Management	O	15
MN7583	Employee Relations	O	15
MN7834	Strategic Human Resource Management	O	15
MN7536	Performance Measurement: Quantitative Approaches	O	15
MN7584	Leadership	O	15

Note: Not all of these options may be available in all modes in any one year.

## Appendix 2: Module Specifications

See module specification database <http://www.le.ac.uk/sas/courses/documentation>