**Programme Specification**

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| **Please note:** This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she passes the programme. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each module can be found in the programme handbook. The accuracy of the information contained in this specification is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education. |

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| **Degree and Programme Title** BA (Hons) in Accounting & Finance  BA (Hons) in Accounting & Finance with a Year in Industry  BA (Hons) in Accounting & Finance with a Year Abroad  BA (Hons) in Accounting & Finance and Economics  BA (Hons) in Accounting & Finance and Economics with a Year in Industry |

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| 1. **Awarding Institution/Body** | University of Kent |
| 1. **Teaching Institution** | University of Kent |
| 1. **School responsible for management of the programme** | Kent Business School |
| 1. **Teaching Site** | Canterbury |
| 1. **Mode of Delivery** | Full-time  Part-time |
| 1. **Programme accredited by** | Association of Chartered Certified Accountants (ACCA),  Institute of Chartered Accountants in England and Wales (ICAEW),  Chartered Institute of Management Accountants (CIMA), and  Chartered Institute of Public Finance and Accountancy (CIPFA) |
| 1. **Final Award** | BA (Hons) Accounting & Finance, BA (Hons) Accounting & Finance with a Year in Industry; BA (Hons) Accounting & Finance with a Year Abroad  Alternative exit as awards:  BA Accounting & Finance,  Diploma in Accounting & Finance with a Year in Industry; Diploma in Accounting with a Year Abroad (exit after passing the Year in Industry or Year Abroad  Diploma in Accounting & Finance (exit after passing Stage 2), and  Certificate in Accounting & Finance (exit after passing Stage 1) |
| 1. **Programme** | Accounting & Finance |
| 1. **UCAS Code (or other code)** | BA (Hons) in Accounting & Finance (N400)  BA (Hons) in Accounting & Finance with a Year in Industry (N404)  BA (Hons) in Accounting & Finance with a Year Abroad  BA (Hons) in Accounting & Finance and Economics  (LN14) |
| 1. **Credits/ECTS Value** | 360 credits (180 ECTS) – 3 year programme  480 credits (240 ECTS) – 4 year programme with a Year in Industry |
| 1. **Study Level** | Undergraduate |
| 1. **Relevant QAA subject benchmarking group(s)** | Accounting 2016(applicable to accounting and finance degrees)  [*http://www.qaa.ac.uk/AssuringStandardsAndQuality/subject-guidance/Pages/Subject-benchmark-statements.aspx*](http://www.qaa.ac.uk/AssuringStandardsAndQuality/subject-guidance/Pages/Subject-benchmark-statements.aspx)*.*  Also meets the requirements of ACCA, ICAEW CIMA and CIPFA for the purpose of exemptions from some professional examinations. |
| 1. **Date of creation/revision** | December 2015/March 2017 |
| 1. **Intended Start Date of Delivery of this Programme** | From September 2016 |

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| 1. **Educational Aims of the Programme**   The programme aims to: provide a vocationally relevant programme which is academically challenging, developing in students a broad and comparative understanding of the practices of accounting and finance, and an ability to evaluate critically theories and empirical evidence concerning the effects of accounting and finance on organisations and on society. |
| In pursuance of these aims, the programme seeks to:   * Provide students with knowledge and skills relevant to the practice of accounting and finance within the economic, legal and social environment; * Develop competence in applying the concepts, principles and regulations in the main areas of accountancy, finance and related disciplines to practical problems; * Promote students’ ability to research and critically evaluate issues of contention and debate within the main areas of accountancy, finance and related disciplines; * Cultivate the ability to organise and plan work both autonomously and as part of a team; * Cultivate the ability to communicate both quantitative and qualitative information effectively; * Provide teaching informed by research and scholarship; * Meet the lifelong needs of a diversity of students; * Support national and regional economic success; * Produce graduates of value to the region and nationally, in possession of key knowledge and skills, with the capacity to learn; * Prepare students for employment or further study; * Provide learning opportunities that are enjoyable experiences, involve realistic workloads, based within a practice-based framework and offer appropriate support for students from a diverse range of backgrounds; * Provide high quality teaching in supportive environments with appropriately qualified and trained staff; * Meet the requirements for accreditation by ACCA, ICAEW, CIMA and CIPFA on successful completion of the programme. |

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| **16 Programme Outcomes**  The programme provides opportunities for students to develop and demonstrate knowledge and understanding, qualities, skills and other attributes in the following areas.  The programme outcomes have references to the subject benchmarking statement for Accounting 2016*.* |

1. **Knowledge and Understanding of:**
2. Some of the contexts in which accounting can be seen as operating ***(SB3.2.1)***
3. The main current technical language and practices of accounting in the UK. ***(SB3.2.2)***
4. Some of the alternative technical languages and practices of accounting ***(SB3.2.3)***
5. Contemporary theories and empirical evidence concerning accounting and the ability to critically evaluate such theories and evidence ***(SB3.2.5)***
6. Theories and empirical evidence concerning financial management, risk and the operation of capital markets ***(SB3.2.6).***

With a Year in Industry option:

1. Theoretical knowledge integrated with business practice through a work placement environment*.* *(****SB****4.2)*

With a Year Abroad option:

1. Some of the areas specified for the compulsory modules or options from the perspective of a second European country or other country. (***SB***3.10)

**Teaching/learning and assessment methods and strategies used to enable outcomes to be achieved and demonstrated**

Teaching methods:

* Lectures and tutor-led seminars
* Self-directed learning facilitated by study guides and web-based material
* Problem-based learning scenarios
* Student-centred mentoring, e.g. Academic Peer Mentoring Scheme (APM).

Assessment:

* Written examinations
* Coursework essays and reports
* Computational questions
* Computer-based assignments.

Course work generally contributes 30% to the overall module mark with the examination counting for 70%, to be acceptable to professional bodies.

**Skills and Other Attributes**

**B. Intellectual Skills:**

1. The capacity for the critical evaluation of arguments and evidence ***(SB4.1.1)***
2. The ability to analyse and draw reasoned conclusions concerning structured and, to a more limited extent, unstructured problems ***(SB4.1.2)***
3. Numeracy skills, including the ability to manipulate financial and other numerical data and to appreciate statistical concepts at an appropriate level ***(SB4.1.5)***

With a Year in Industry option:

1. Apply intellectual skills in practice through a work placement environment*.* *(****SB****4.2)*

With a Year Abroad option:

1. Apply some of the intellectual skills specified in the programme from the perspective of a second European country or other country. (SB3.10)

**Teaching/learning and assessment methods and strategies used to enable outcomes to be achieved and demonstrated**

Teaching methods:

* Lectures and tutor-led seminars
* Student-led seminars
* Self-directed learning facilitated by study guides and web-based material
* Computer-based learning, e.g. BPP’s ‘Understanding Accounting’
* Computer workshops including exposure to industry standard packages such as Excel, Bloomberg and Sage
* Problem-based learning scenarios
* Role playing exercises and debates
* Student-centred mentoring, e.g. APM
* Individual and group project work.

Assessment:

* Written examinations
* Coursework essays and reports
* Presentations
* Computational questions
* Computer-based assignments.

Course work generally contributes 30% to the overall module mark with the examination counting for 70%, to be acceptable to professional bodies.

**C. Subject-specific Skills:**

1. Skills in recording and summarising transactions and other economic events ***(SB3.2.4)***

2. Preparation of financial statements ***(SB3.2.4)***

3. Analysis of the operations of business ***(SB3.2.4)***

4. Financial analysis and projections ***(SB3.2.4)***

With a Year in Industry option:

1. Apply subject-specific skills in practice through a work placement environment*.* *(****SB****4.2)*

With a Year Abroad option:

1. Apply some of the subject-specific skills specified for the required compulsory modules from the perspective of a second European country or another country. (***SB***3.10)

**Teaching/learning and assessment methods and strategies used to enable outcomes to be achieved and demonstrated**

Teaching methods:

* Lectures and tutor-led seminars demonstrating key accounting and finance skills
* Student-led seminars and self-directed learning facilitated by study guides and web-based material
* Computer-based learning and workshops, e.g. BPP’s ‘Understanding Accounting’ and the opportunity to use packages such as Bloomberg, Excel and Sage
* Problem-based learning scenarios
* Student-centred mentoring, e.g. APM
* Individual and group project work.

Assessment:

* Written examinations and in class tests
* Coursework essays and reports
* Computational questions
* Computer-based assignments.

Course work generally contributes 30% to the overall module mark with the examination counting for 70%, to be acceptable to professional bodies.

**D. Transferable Skills:**

1. The ability to locate, extract and analyse data from multiple sources, including the acknowledgement and referencing of sources ***(SB4.1.3)***

1. Capacities for independent and self-managed learning ***(SB4.1.4)***
2. Skills in the use of communications and information technology in acquiring, analysing and communicating information
3. Communication skills including the ability to present quantitative and qualitative information, together with analysis, argument and commentary, in a form appropriate to the intended audience ***(SB4.1.7)***
4. An ability to work in groups, and other interpersonal skills, including oral as well as written presentation skills ***(SB4.1.8)***.

With a Year in Industry option:

1. Apply transferable skills in practice through a work placement environment *(****SB****4.2)*

With a Year Abroad option:

1. Apply transferable skills specified for the required core from the perspective of a second European country or another country (***SB****3.10)*

**Teaching/learning and assessment methods and strategies used to enable outcomes to be achieved and demonstrated**

Teaching methods:

* Lectures and tutor-led seminars
* Student-led seminars
* Self-directed learning facilitated by study guides and web-based material
* Computer-based learning and computer workshops
* Problem-based learning scenarios
* Role playing exercises and debates
* Student-centred mentoring
* Individual and group project work.

Assessment:

* Written examinations
* Coursework essays and reports
* Presentations, or preparation of slides as if a presentation were to be given
* Computational questions
* Computer-based assignments.

Course work generally contributes 30% to the overall module mark with the examination counting for 70%, to be acceptable to professional bodies.

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| For more information on the skills developed by individual modules and on the specific learning outcomes associated with any Certificate, Diploma or BA/BSc non-honours awards relating to this programme of study, see the module mapping. |

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| **17 Programme Structures and Requirements, Levels, Modules, Credits and Awards**  This programme is studied over three years full-time (or four years if programme has a year in industry/abroad) or six years part-time.  The programme is divided into three stages, being progressive in nature, moving from facts and understanding, to application and application in practice, to evaluation and professional practice, each stage comprising modules to a total of 120 credits. Students must successfully complete each module in order to be awarded the specified number of credits for that module. One credit corresponds to approximately ten hours of 'learning time' (including all classes and all private study and research). Thus obtaining 120 credits in an academic year requires 1,200 hours of overall learning time. For further information on modules and credits refer to the Credit Framework at <http://www.kent.ac.uk/teaching/qa/credit-framework/creditinfoannex5.html>.  Each module and programme is designed to be at a specific level. For the descriptors of each of these levels, refer to Annex 2 of the Credit Framework at <http://www.kent.ac.uk/teaching/qa/credit-framework/creditinfoannex2.html>. To be eligible for the award of an honours degree students must obtain 360 credits, at least 210 of which must be at Level 5 or above, including at least 90 credits at Level 6 or above at Stage 3.  Students successfully completing Stage 1 of the programme and meeting credit framework requirements who do not successfully complete Stage 2 will be eligible for the award of the Certificate in Accounting and Finance. Students successfully completing Stage 1 and Stage 2 of the programme and meeting Credit Framework requirements and who do not successfully complete Stage 3 will be eligible for the award of the Diploma in Accounting & Finance. Students successfully completing Stage 2 of the programme and achieving 300 credits overall including at least 60 credits at Level 6 or above in Stage 3 and meeting Credit Framework requirements will be eligible for the award of a BA Accounting& Financenon-honours degree.  In addition, for four year programmes that include a year abroad or a placement year -  Students successfully completing Stage 2 and also the year abroad/placement and meeting credit framework requirements will be eligible for the award of the Diploma with a Year Abroad/Year in Industry.  For further information refer to the Credit Framework at <https://www.kent.ac.uk/teaching/qa/credit-framework/creditinfo.html#fallbackawards>.  Compulsory modules are core to the programme and must be taken by all students studying the programme. Optional modules provide a choice of subject areas, from which students will select a stated number of modules.  Where a student is unable to secure a place abroad/a placement for the year in industry, s/he will automatically transfer to the three year Accounting & Finance degree. If a student should fail either the Year Abroad or the Year in Industry but successfully complete the remainder of the programme, they will be awarded the BSc (Hons) Accounting & Finance. Where a year in industry is being taken, the equivalent weightings are Stage 2 – 35%; Stage S – 10%; Stage 3 – 55%.  Where a student fails a module(s) due to illness or other mitigating circumstances, such failure may be condoned, subject to the requirements of the Credit Framework and provided that the student has achieved the **programme** learning outcomes. For further information refer to the Credit Framework at <http://www.kent.ac.uk/teaching/qa/credit-framework/creditinfo.html>.  Where a student fails a module(s), but has marks for such modules within 10 percentage points of the pass mark, the Board of Examiners may nevertheless award the credits for the module(s), subject to the requirements of the Credit Framework and provided that the student has achieved the **programme** learning outcomes. For further information refer to the Credit Framework.  Modules that have been condoned or compensated will not entitle students to professional exemptions and so students may wish to resit the module for accreditation purposes.  Modules which are marked with an asterisk ‘\*’ cannot be trailed, condoned or compensated as they are considered core to the programme.  Students should contact the programme director when making modules choices if their intention is to maximise their opportunities for professional accreditation. Please note that professional accreditation is subject to change as, in order to maintain quality, professional bodies regularly review accredited programmes. |

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| **Single honours** | | | | | | | |
| **Code** | **Title** | | **Level** | | **Credits** | **Term(s)** | |
| **Stage 1** | | | | | | | |
| **Compulsory Modules** | | | | | | | |
| AC300 | Financial Accounting I \* | | 4 | | 30 | 1 & 2 | |
| CB312 | Introduction to Management \* | | 4 | | 15 | 2 | |
| CB372 | Mathematics and Statistics for  Accounting and Finance \* | | 4 | | 15 | 1 | |
| CB333 | Business Law | | 4 | | 30 | 1 & 2 | |
| EC302 | Introduction to Economics \* | | 4 | | 30 | 1 & 2 | |
| **Stage 2** | | | | | | | |
| **Compulsory Modules** | | | | | | | |
| AC524 | Financial Accounting II  (pre-requisite AC300) | | 5 | | 30 | 1 & 2 | |
| AC523 | Principles of Finance | | 5 | | 30 | 1 & 2 | |
| AC521 | Management Accounting I | | 5 | | 30 | 1 & 2 | |
| CB759 | Strategic Management | | 5 | | 30 | 1 & 2 | |
| **Stage S (Sandwich year in industry)** – optional  Placement students must complete ‘Careers Award for Business’ via Moodle and have their CV checked by the end of Stage 1. They must also attend placement workshops scheduled by the placements team, in order to prepare them for the placement year. | | | | | | | |
| CB699 | Work Placement Experience | | 6 | | 90 pass/  fail | 44 weeks | |
| CB698 | Work Placement Report | | 6 | | 30 |  | |
| **Stage A (Study abroad)** – optional  Study abroad students must have completed the pre-study abroad workshops and have attained an average of at least 60% at Stage 1 | | | | | | | |
| CBxxx | | KBS Study Abroad module | | 6 | 120 pass/  fail – host university’s modules | | 2 terms/  semesters  at host  university |
| **Stage 3** | | | | | | | |
| **O Optional Modules** Students must select a minimum of 90 credits and a maximum of 120 credits  from the list below. Alternatively, any other Level 5 or 6 module(s) (maximum of 30 credits) from the  r range of School modules may be selected, with the agreement of the programme director. | | | | | | | |
| AC502 | Business Finance  (pre-requisite AC508 or AC523) | | 6 | | 30 | 1 & 2 | |
| AC504 | Auditing (pre-requisite AC506 or AC524) | | 6 | | 30 | 1 & 2 | |
| AC507 | Management Accounting II  (pre-requisite AC520 or AC521) | | 6 | | 30 | 1 & 2 | |
| AC522 | Advanced Financial Accounting  (pre-requisite AC506 or AC524) | | 6 | | 30 | 1 & 2 | |
| CB513 | Taxation (pre-requisite AC506 or AC524) | | 6 | | 30 | 1 & 2 | |
| CB611 | Futures & Options Markets  (pre-requisite AC508 or AC523) | | 6 | | 30 | 1 & 2 | |
| CB6001 | Fixed Income Markets and Instruments | | 6 | | 15 | 1 | |
| CB6002 | Finance with Excel  (pre-requisite CB6001) | | 6 | | 15 | 2 | |

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| **Joint honours – BA Accounting & Finance and Economics** | | | | | | |
| **Code** | **Title** | | | **Level** | **Credits** | **Term(s)** |
| **Stage 1** | | | | | | |
| **Compulsory Modules** | | | | | | |
| AC300 | Financial Accounting I \* | | | 4 | 30 | 1 & 2 |
| CB364 | Business Analysis Tools \* | | | 4 | 15 | 1 |
| EC304 | Principles of Economics \* | | | 4 | 30 | 1 & 2 |
| EC309 | Statistics for Economics and Business | | | 4 | 15 | 2 |
| **Either** |  | | |  |  |  |
| EC305 | Mathematics for Economics and  Business Mode A  (A –level Maths or equivalent required) | | | 4 | 15 | 1 |
| **or** |  | | |  |  |  |
| EC306 | Mathematics for Economics and  Business Mode B  *(GCSE Maths or equivalent required)* | | | 4 | 15 | 1 |
| **The remaining 15 credits must be taken during the Spring term and students may pick from**  **the list of ‘Wild Modules’ available (subject to timetabling constraints). However choosing**  **one of the following Level 4 modules is highly recommended:**  EC312 Strategy and Games  EC315 Professional Economics  CO328 Human Computer Interaction  CB312 Introduction to Management | | | | | | |
| **Stage 2** | | | | | | |
| **Compulsory Modules** | | | | | | |
| AC524 | Financial Accounting II  (pre-requisite AC300) | | | 5 | 30 | 1 & 2 |
| AC523 | Principles of Finance | | | 5 | 30 | 1 & 2 |
| EC500 | Microeconomics | | | 5 | 30 | 1 & 2 |
| EC502 | Macroeconomics | | | 5 | 30 | 1 & 2 |
| **Stage S (Sandwich year in industry)** – optional  Placement students must complete ‘Careers Award for Business’ via Moodle and have their CV checked by the end of Stage 1. They must also attend placement workshops scheduled by the placements team, in order to prepare them for the placement year. | | | | | | |
| CB699 | Work Placement Experience | | | 6 | 90 pass/  fail | 44 weeks |
| CB698 | Work Placement Report | | | 6 | 30 |  |
| **Stage A (Study abroad)** – optional  Study abroad students must have completed the pre-study abroad workshops and have and have attained an average of at least 60% at Stage 1 | | | | | | |
| CBxxx | | | KBS Study Abroad module | 6 | 120 pass/  fail – host university’s modules | 2 terms/  semesters  at host  university |
| **Stage 3** | | | | | | |
| **Compulsory Modules** | | | | | | |
| AC521 | | Management Accounting I | | 5 | 30 | 1 & 2 |
| Plus | | A minimum of 30 credits and a maximum of 60 credits at Level 6 from the KBS Accounting & Finance Stage 3 single honours Options list (see above) | | | | |
| And | | A minimum of 30 credits and a maximum of 60 credits at Level 6 from the Economics Options List (see Stage 2/3 handbook) | | | | |

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| **18 Work-Based Learning**  Disability Statement: Where disabled students are due to undertake a work placement as part of this programme of study, a representative of the University will meet with the work placement provider in advance to ensure the provision of anticipatory and reasonable adjustments in line with legal requirements. |
| Where relevant to the programme of study, provide details of any work-based learning element, inclusive of employer details, delivery, assessment and support for students: |
| **Year in Industry/Year Abroad programmes:**   * Placements usually last for a minimum of 44 weeks and contribute 120 credits to the programme and 10% to towards the degree classification. * Students are expected to secure their own placement, although they will be given support by the KBS placements team. * Students are expected to secure their own study abroad programme at an approved university that teaches in English, although they will be given support by the study abroad co-ordinator. * Students are expected to gather a portfolio of work during their placement, subject to permission from the employer and write a report at the end of their placement reflecting on their experience. * Feedback is required from the employer on the student’s achievements. * Students will be supported during their placements by the KBS placements team and supervised by an academic member of staff. * Students on the study abroad option will be supported during their placement via skype by an academic member of staff. * Students on the study abroad option must have the host institution’s modules to be taken approved by their programme director and/or the Erasmus Office before commencing their study abroad. Students should be mindful that by studying abroad it may impact on the number of professional exemptions that they can apply for after graduation. It is the student’s responsibility to confirm the accreditation status of the host university. * Students on the study abroad option must successfully complete the modules taken at the host university. * Students will be supported upon their return from the placement/year abroad in order to help them resume their university studies. Events to assist this process are organised by the placements team and can be further supported by the students’ academic advisor. |

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| **19 Support for Students and their Learning** |
| * School and University induction programme for new and returning students * Programme/module handbooks * Library services, see <http://www.kent.ac.uk/library/> * Student Support <http://www.kent.ac.uk/studentsupport/> * Student Wellbeing [www.kent.ac.uk/studentwellbeing/](http://www.kent.ac.uk/studentwellbeing/) * Centre for English and World Languages, see <http://www.kent.ac.uk/cewl/index.html> * Student Learning Advisory Service, see <http://www.kent.ac.uk/uelt/about/slas.html> * PASS system, see <https://www.kent.ac.uk/uelt/quality/code2001/annexg.html> * Academic Adviser system * Kent Union, see [www.kentunion.co.uk/](http://www.kentunion.co.uk/) * Careers and Employability Services, see [www.kent.ac.uk/ces/](http://www.kent.ac.uk/ces/) * Counselling Service [www.kent.ac.uk/counselling/](http://www.kent.ac.uk/counselling/) * Information Services (computing and library services), see [www.kent.ac.uk/is/](http://www.kent.ac.uk/is/) * Undergraduate student representation at School, Faculty and Institutional levels * International Development Office, see [www.kent.ac.uk/international/](http://www.kent.ac.uk/international/) * Medical Centre, see [www.kent.ac.uk/counselling/menu/Medical-Centre.html](http://www.kent.ac.uk/counselling/menu/Medical-Centre.html) * Academic Peer Mentoring Scheme |

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| **20 Entry Profile**  The minimum age to study a degree programme at the university is normally at least 17 years old by 20 September in the year the programme begins. There is no upper age limit. |
| 20.1 **Entry Route**  For fuller information, please refer to the University prospectus |
| From September 2017:  Offer levels: ABB at A level, IB 34 points (16 at Higher)  Required subjects: GCSE English grade B and GCSE Mathematics grade B  **International Students**  In order to enter directly onto a degree, students also need to prove their proficiency in English and we ask for one of the following:   * average 6.5 in IELTs test, minimum 6.0 in reading and writing, 5.5 in listening and speaking * Pearson test of English (PTE) – 62 including 60 in each subtest * Cambridge English: Advanced & Proficiency – 176 (with a minimum of 169 in Reading and Writing and 162 in Speaking and Listening)   **Direct entrants/Stage 2 transfer protocol:**  Applicants will need to have achieved 320 UCAS points from 3 A levels (or equivalent overseas qualification) as well as Maths GCSE (B) and English GCSE (or IELTS 6.5, or equivalent) and subject to the University’s Code of Practice relating to the Accreditation of Certificated Learning (APCL), see <http://www.kent.ac.uk/teaching/qa/codes/taught/annexr.html> . |
| 20.2 **What does this programme have to offer?** |
| * A secure grounding for a variety of career options, including accountancy training in public practice, industry or the public sector, finance and general management. * Exemptions from the preliminary stage of professional accountancy examinations. * A balance of academic knowledge and vocational skills. * Flexibility to change programme even after your studies have begun. * Opportunities to combine the study of Accounting & Finance with another subject chosen for career relevance or interest. * Opportunity to spend a year in industry in the UK or abroad. |
| 20.3 **Personal Profile** |
| * Applicant should have a general interest in business and managing organisations. * Applicant should be good at working with others. * Applicant should enjoy working with numbers and tackling problems. * Applicant should possess good oral and written communication skills. |

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| 21 **Methods for Evaluating and Enhancing the Quality and Standards of Teaching and Learning** |
| 21.1 **Mechanisms for review and evaluation of teaching, learning, assessment, the curriculum and outcome standards** |
| * Student module evaluations * Annual programme and module monitoring reports, see <http://www.kent.ac.uk/teaching/qa/codes/taught/annexe.html> * External Examiners system, see <http://www.kent.ac.uk/teaching/qa/codes/taught/annexk.html> * Periodic programme review, <http://www.kent.ac.uk/teaching/qa/codes/taught/annexf.html> * Annual staff appraisal via Reflect, Plan and Develop (RPD) * Peer observation of teaching * Continuous monitoring of student progress and attendance * Quality Assurance Framework, <http://www.kent.ac.uk/teaching/qa/codes/index.html> * QAA Higher Education Review, see <http://www.qaa.ac.uk/InstitutionReports/types-of-review/higher-education-review/Pages/default.aspx> * QAA HER March 2015 * External accreditation: ACCA, ICAEW, CIMA and CIPFA. |
| 21.2 **Committees with responsibility for monitoring and evaluating quality and standards** |
| * Staff-Student Consultative Committee * School Education Committee * Faculty Education Committee * Faculty Board * Education Board * Board of Examiners * Board of Studies (including an annual review of learning and teaching) |
| 21.3 **Mechanisms for gaining student feedback on the quality of teaching and their learning experience** |
| * Student module evaluations * Staff-Student Liaison Committee * Student rep system (School, Faculty and Institutional level) * Annual NSS * Discussions between students and senior tutor * Discussions between students and tutor * Staff office hours when students have the opportunity to discuss their modules/programmes |
| 21.4 **Staff Development priorities include:** |
| * All probationary staff are required to undertake the Postgraduate Certificate in Higher Education (PGCHE) upon joining KBS * Graduate Teaching Assistants, part-time and sessional teachers are encouraged to enrol on the Associate Fellowship Scheme (AFS). * HEA (associate) fellowship membership * Annual appraisals * Institutional level staff development programme * School level staff development programme, including learning and teaching seminars * Professional/academic body membership and CPD requirements (where relevant) * Programme and module team meetings * Research seminars * Conference attendance * Study leave * Dissemination of good practice on new learning and teaching methods and the opportunity to participate in innovative projects * Health and safety * Links with other European institutions * Mentoring of new lecturers * Supervision of probationary staff * Formal and informal collaboration in programme development |

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| 22 **Indicators of Quality and Standards** |
| * Results of periodic programme review (Last date of PPR 2011). * Professional accreditation *(*ACCA, ICAEW, CIMA and CIPFA*)* * HE Review March 2015 * Annual External Examiner reports * Annual programme and module monitoring reports * KBS Learning and Teaching Review November 2014 |
| 22.1 **The following reference points were used in creating these specifications:** |
| * QAA UK Quality Code for Higher Education * QAA Benchmarking statement for Accounting 2016 * Requirements of ACCA, ICAEW, CIMA and CIPFA. * School and Faculty plan * University Plan/Learning and Teaching Strategy * Staff research activities |

*Template last updated October 2015*

**Module Mapping**

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|  | **AC300** | **CB312** | **CB372** | **CB333** | **EC302** | **AC24** | **AC523** | **AC521** | **CB759** | **YinI** | **YA** |
| A1 | x | x | x | x |  | x | x | x |  |  |  |
| A2 | x |  | x |  |  | x | x | x |  |  |  |
| A3 | x |  | x |  | x | x | x | x | x |  |  |
| A4 | x |  | x |  |  | x | x | x |  |  |  |
| A5 | x |  | x | x | x | x | x | x | x |  |  |
| A6 |  |  |  |  |  |  |  |  |  | x |  |
| A7 |  |  |  |  |  |  |  |  |  |  | x |
|  |  |  |  |  |  |  |  |  |  |  |  |
| B1 | x | x | x | x | x | x | x | x | x |  |  |
| B2 | x | x | x | x | x | x | x | x | x |  |  |
| B3 | x |  | x |  | x | x | x | x |  |  |  |
| B4 |  |  |  |  |  |  |  |  |  | x |  |
| B5 |  |  |  |  |  |  |  |  |  |  | x |
|  |  |  |  |  |  |  |  |  |  |  |  |
| C1 | x |  | x |  | x | x | x | x |  |  |  |
| C2 | x |  | x |  | x | x | x | x |  |  |  |
| C3 | x | x | x | x |  | x | x | x | x |  |  |
| C4 | x |  | x |  | x | x | x | x |  |  |  |
| C5 |  |  |  |  |  |  |  |  |  | x |  |
| C6 |  |  |  |  |  |  |  |  |  |  | x |
|  |  |  |  |  |  |  |  |  |  |  |  |
| D1 | x | x | x | x | x | x | x | x | x |  |  |
| D2 | x | x | x | x | x | x | x | x | x |  |  |
| D3 | x | x | x | x | x | x | x | x | x |  |  |
| D4 | x | x | x | x | x | x | x | x | x |  |  |
| D5 | x | x | x | x | x | x | x | x | x |  |  |
| D6 |  |  |  |  |  |  |  |  |  | x |  |
| D7 |  |  |  |  |  |  |  |  |  |  | x |