

BSc (Hons) in Banking Practice and Management

A qualification assessed and awarded by the **ifs** School of Finance, a registered charity incorporated by Royal Charter.

PROGRAMME SPECIFICATION

1. GENERAL INFORMATION

UCAS Code	Award	Programme Title	Expected Duration	Mode of study
N/A	BSc (Hons)	Banking Practice and Management	2 years	Part-time

Awarding Institution	<i>ifs School of Finance (ifs)</i>
Relevant QAA benchmark(s)	Finance; General Business and Management

2. AIMS OF THE PROGRAMME

The programme aims to:

01.	Provide the student with opportunities to investigate and analyse a range of issues relating to the practice and management of banking and the wider financial services sector.
02.	Encourage the student to reflect on and engage in academic and practitioner debate on issues relevant to banking, financial markets and the financial services sector in general.
03.	Enable the student to apply specialised, up-to-date knowledge within specific areas of the banking sector, utilising a work-based learning approach where relevant.
04.	Enable the student to analyse and evaluate business cases in order to make and justify strategic and practical decisions/recommendations relevant to the management of banking services and activity.
05.	Develop the student's ability to identify customer needs and expectations and to manage provision of services to them.
06.	Increase the student's awareness of the importance of strategic, moral/ethical, social, economic and environmental issues within the banking sector in general.
07.	Provide opportunities for the student to develop the necessary skills and competencies to move on to further study within the discipline and to develop professionalism in the context of a banking sector managerial role.

3. INTENDED LEARNING OUTCOMES OF THE PROGRAMME

A. Knowledge & Understanding	
Students should have knowledge of:	
A1.	The range of organisations in the banking sector, the wider financial services institutional framework within which they operate, and the products and services they deliver. <i>F3.2.</i>
A2.	The processes, procedures and practices required for the effective management and governance of banking organisations within the financial services sector. <i>F3.2. GBM 3.6.</i>
A3.	Subject-specific theories, empirical evidence and concepts relating to banking and financial services generally and how these apply in a practical work environment. <i>F3.2</i>
A4.	Financial services, markets and banking practice as evolving disciplines that need to respond to the constantly changing legal and regulatory environment. <i>F3.2</i>

Learning & Teaching Processes (to allow students to achieve intended learning outcomes)
A variety of teaching and learning processes is utilised which depends on the nature of the subject matter and learning objectives. A study plan, which is provided to all students, forms the basis of imparting knowledge and understanding.
Academic centres are encouraged to supplement lectures and seminars with active teaching and learning processes including group work, presentations and case studies. Distance learning students receive tutor support and are encouraged to form study groups with their peers.
In addition, all students are also expected to undertake independent reading to consolidate and supplement their learning.

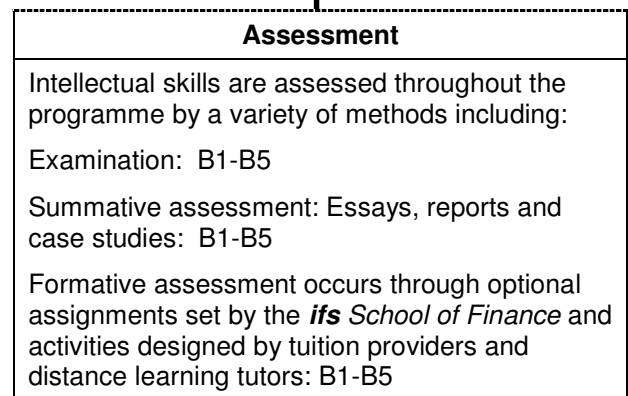
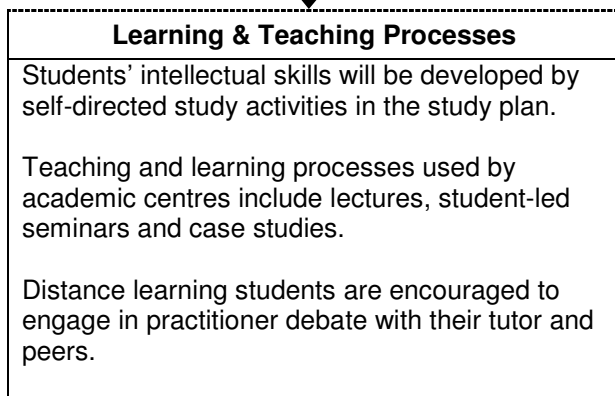
Assessment (of intended learning outcomes)
A range of assessments is used within the programme to assess knowledge and understanding including:
Examination: A1-A4
Summative assessment: Essays, reports and case studies: A1-A4
Formative assessment occurs through optional assignments set by the <i>ifs School of Finance</i> and activities designed by tuition providers and distance learning tutors: A1-A4



B. Intellectual Skills

Students should be able to:

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| B1. | Apply higher-level cognitive skills of reflective practice, including analysis, synthesis and evaluation. <i>F4.1</i> |
| B2. | Utilise qualitative problem solving and decision making skills. <i>F4.1</i> |
| B3. | Utilise quantitative problem solving and decision making skills. <i>F3.2 F4.1</i> |
| B4. | Critically evaluate statements, arguments and evidence. <i>F4.1</i> |
| B5. | Understand the inter-relationships between the various subject disciplines within banking and financial services and assimilate these coherently to provide effective solutions. <i>GBM 3.3</i> |



C. Practical Skills

Students should be able to:

- C1.** Conduct meaningful research into issues relating to banking practice and management and the wider financial services sector. *F4.1*
- C2.** Apply theories, models and frameworks to the management and practice of banking and financial services organisations and reflect upon their effectiveness. *GBM 3.6*
- C3.** Understand how organisations respond to the drivers and implications of changes in the wider financial sector and how these changes affect strategic management thinking. *GBM 3.2*

Learning & Teaching Processes

Practical skills are developed by self-directed study activities in the study plan.

Teaching and learning processes used by academic centres include role-play, classroom debate and problem-based scenarios.

Distance learning students are encouraged to engage in practitioner debate with their tutor and peers.

Students are also encouraged to participate in the *ifs School of Finance* Continuing Professional Development (CPD) programme.

Assessment

Assessments require students to integrate theory and practice:

Examination: C1-C3

Summative assessment: Essays, reports and case studies: C1-C3

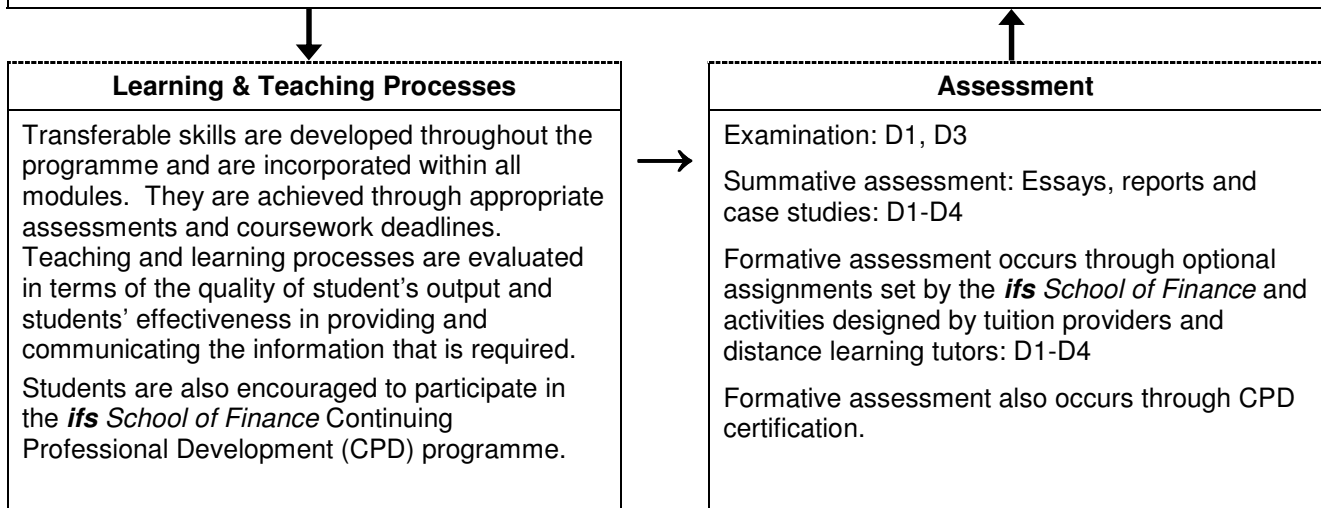
Formative assessment occurs through optional assignments set by the *ifs School of Finance* and activities designed by tuition providers and distance learning tutors: C1-C3

Formative assessment also occurs through CPD certification..

D. Transferable Skills and Personal Qualities

Students should be able to:

- | | |
|------------|--|
| D1. | Articulate concepts and arguments with clarity, conciseness and rigour using a range of media. <i>F4.1</i> |
| D2. | Learn independently and enhance skills of self-reflection and criticality. <i>F4.1 GBM 3.9</i> |
| D3. | Manage time and resources, work with colleagues and prioritise workloads effectively. <i>GBM 3.9</i> |
| D4. | Use appropriate communication and information technology skills effectively. <i>F4.1</i> |



4. STRUCTURE OF THE PROGRAMME

Note: All modules are positioned at level 6 in the UK framework for higher education qualifications (FHEQ).

Module	Credits
Core Strategic Management in Financial Services	30

Options (Choice of any of the options below to gain the required 90 credits, subject to the requirements of prerequisite modules)	
Credit Analysis and Lending	30
Globalisation of Financial Markets	30
Retail Business Strategy*	30
Risk Financing and Management	30
Wealth Management	30
Corporate Finance**	60
Advanced Work-based Learning*	30

* Strategic Management in Financial Services must be attempted before studying the following modules: Retail Business Strategy; Advanced Work-based Learning.

** As a prerequisite for Corporate Finance students must have taken and passed Quantitative Methods for Finance and Investment (Level 5 module on the FdSc in Financial Markets and Management or the FdSc in Banking Practice and Management); or an equivalent module in terms of content and level.

5. CURRICULUM PROGRESSION: INTENDED LEARNING OUTCOMES

The BSc (Hons) in Banking Practice and Management consists of a core 30 credit module and 90 further credits to be obtained from the option modules. In total candidates must accumulate 120 credits at this level. Each module is positioned at level 6 in the FHEQ and is worth either 30 or 60 credits.

The core module is intended to provide students with a key analytical framework which can be utilised as a basis for sound management decision making across the broad range of subject disciplines relevant to the banking and financial services industry.

The option modules build upon the underpinning knowledge and skills acquired at levels 4 and 5. The options have a more specialised technical orientation and are designed to specifically apply, reflect upon and evaluate theory and practice relevant to the banking and financial services industry.

6. STUDENT INDUCTION, SUPPORT AND DEVELOPMENT

The support provided to students will follow the *ifs School of Finance Code of Practice for Quality Assurance*, Section 5, which sets out the teaching and learning responsibilities of the various stakeholders. A summary of the main provision available is set out below.

Student induction

Students enrolled on the programme will be provided with induction materials, including a learning style questionnaire and guidance on how to study effectively. Students will be required to complete the programme student induction (for all new students) and a module induction for each new module. Integral to the student induction is a student study plan. The student induction materials will be available on-line (through the MyifsLLE learning environment) and also in printed format.

Tuition support

There are three modes of tuition support for a student enrolled on this programme – through an approved academic centre or through supported distance or flexible learning. Students are assigned a module Associate Lecturer to support their achievement of the learning outcomes and to enable them to prepare for the assessment. Details of how to access the support will be part of the student induction.

Flexible learning: It is intended that enhancement workshops (a series of three per module, subject to demand) will be offered to students studying by distance learning to assist them with the achievement of the learning outcomes.

Advanced Work-based Learning module: For this module, students will undertake learning within the workplace and are required, in consultation with their employer/line manager, to undertake a variety of activities and keep a personal reflective journal. Students will be allocated an *ifs*-appointed Associate Lecturer who will act as their Work-based Learning Tutor and an *ifs* Higher Education Student Adviser (HESA).

Learning Materials

Learning materials will be developed to meet the learning outcomes of each module. The materials will be available electronically and supplemented with e-learning activities that are linked to the learning outcomes and topics.

All students receive a copy of the *ifs School of Finance* Student Handbook which academic centres may supplement with their own programme handbook. A range of support and development services, available to all students, is provided by the *ifs School of Finance*. Students will be provided with access to the MyifsLE Learning Environment that contains the materials and access to KnowledgeBank, (the *ifs* e-library). Links to appropriate readings sourced from KnowledgeBank will also be included. Students will be required to have access to the on-line environment, which will contain e-activities to complement the printed learning materials. In addition, students will have telephone and email access to an *ifs* Higher Education Student Advisor (HESA) and the opportunity to register on the *ifs School of Finance* Continued Professional Development scheme.

All students will be introduced to the opportunities for Personal Development Planning (PDP) within their induction programme. PDP activity will be available at appropriate points throughout the course providing students with the opportunity to plan, record and reflect upon their academic, career and personal development.

During their modules students receive formative feedback on their progress on completion of any of the three formative assignments. On completion of the summative coursework assignment, students receive a feedback form, after the module exam, which details the mark for the assignment and the tutor's comments.

Revision support is provided by a combination of face-to-face sessions (offered by academic centres and a number of flexible and distance learning Associate Lecturers) and revision materials provided by the *ifs School of Finance*.

7. CURRICULUM MAP OF MODULES AGAINST INTENDED LEARNING OUTCOMES OF THE PROGRAMME

Module Title and Code			Knowledge & Understanding				Intellectual Skills					Practical Skills			Transferable Skills & Personal Qualities				
Yr	Code	Module title	C/O	A1	A2	A3	A4	B1	B2	B3	B4	B5	C1	C2	C3	D1	D2	D3	D4
Year 3	SMIF	Strategic Management in Financial Services	C	DA	D A	DA	DA	D A	D A		D A	D A	DA	DA	DA	DA	D	D	DA
	CRAL	Credit Analysis and Lending	O	D A		DA		D A	DA	D A	D A	D A	DA	DA		D A	D	D	DA
	CF	Corporate Finance	O	D A		DA		D A	D A	DA	D A	D A	DA	DA		D A	D	D	DA
	RETA	Retail Business Strategy	O	DA	DA	DA	DA	DA	DA	DA		DA	DA	DA	DA	DA	D	D	DA
	RFAM	Risk Financing and Management	O	D A	D A	D A	D A	D A	DA	DA	D A	D A	DA	DA		D A	D	D	DA
	GLOB	The Globalisation of Financial Markets	O	D A		DA	DA	D A	DA		DA	D A	DA	DA	DA	D A	D	D	DA
	WEMA	Wealth Management	O	D A	D A	DA	DA	D A	DA	D A	D A	DA	DA	DA	DA	D A	D	D	DA
	AWBL	Advanced Work-based Learning	O		D A	D A		D A	D A	D A	D A	D A	DA	DA	DA	D A	D A	D A	DA

Legend for cells

D = skills are taught or developed by students within this module

A = skills are assessed within this module

C = core module

O = optional module

8. CRITERIA FOR ADMISSION

Candidates must be able to satisfy the general admission criteria of the *ifs School of Finance*.

Admission criteria for entry into the programme are normally:

- Foundation Degree in Financial Markets and Management, or the Foundation Degree in Banking Practice and Management as validated by the University of Kent at FHEQ Level 5

OR

- Diploma of Higher Education in Financial Markets and Management, or Professional Diploma in Banking Practice and Management as validated by the University of Kent at FHEQ Level 5

OR

- a UK Honours degree or equivalent that meets the learning outcomes at FHEQ Level 5 and was awarded no more than seven years prior to the application to join the programme

OR

- a UK Honours degree or equivalent that meets the learning outcomes at FHEQ Level 5 and was awarded more than seven years prior to the application to join the programme plus evidence that the learning and skills have been maintained in the intervening period.

9. ASSESSMENT

- Time limit: A maximum of four years is permitted to complete the BSc (Hons) in Banking Practice and Management.
- Students must achieve a total of 120 credits.
- The pass mark for each module is 40%.
- All modules (except Corporate Finance and Advanced Work-based Learning) are assessed by a combination of one three-hour (plus 15 minutes preparation time) examination (70%) and summative coursework (30%). The coursework consists of one assignment (4000 words maximum).

Corporate Finance: For this module students will be assessed by a combination of two three-hour (plus 15 minutes preparation time) examinations (each worth 35%) and two pieces of summative coursework (each worth 15%), each consisting of one assignment (4000 words maximum).

Advanced Work-based Learning: For this module student performance, as demonstrated in their final reflective report, will be assessed against the module learning outcomes and the assessment criteria published in the WBL guidelines.

- Students must pass both / all assessment components. If a Fail A grade (between 35% and 39%) is achieved in either an examination or coursework component for a module, a pass will be awarded for that module provided that the overall weighted mark is at least 40%.
- Students are permitted three attempts at each component of a module, with the exception of Advanced Work-based Learning where students are allowed one re-submission attempt. Re-sit and re-submission marks are capped at 40%.
- The final degree classification is based on the average of the marks achieved for the modules.

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