

# Business School

1	Awarding body:	<b>Oxford Brookes University</b>
2	Teaching institution:	<b>Oxford Brookes University</b>
3	Programme accredited/approved by:	<b>N/A</b>
4	Final and intermediate awards:	<b>BSc (Hons)</b>
5	Programme title:	<b>Applied Accounting</b>
6	UCAS Code:	<b>N/A</b>
7	Relevant subject benchmarking statement(s):	<b>Accounting</b>
8	Date of production (or revision) of specification:	<b>June 2007</b>

The award of the BSc in Applied Accounting arises from a strategic collaboration between Oxford Brookes University and the Association of Chartered Certified Accountants (ACCA).

This programme specification covers students who started their ACCA professional accountancy studies on, or after, 1 January 2007.

The BSc in Applied Accounting degree described in this specification will be first awarded in academic year 2008/09.

## 9 Programme aims

The principal aim of the degree programme is to widen access to Oxford Brookes University (OBU) and enable thousands of ACCA students across the world to have the opportunity to obtain an Oxford Brookes degree.

The BSc degree aims to enhance and extend the knowledge and skills gained by ACCA students in their professional studies and so to improve students' effectiveness as professional accountancy students and / or practitioners.

## 10 Programme outcomes

### Reference points

The BSc programme outcomes are primarily referenced to the UK QAA Accounting benchmark statement and framework for higher education qualifications in England, Wales and Northern Ireland.

The programme outcomes are also referenced (secondary) to the recognised capabilities as a professional accountant as identified by such regulatory and advisory bodies as the International Federation of Accountants (IFAC).

### Programme outcomes

On completing the programme, a student will have demonstrated a capability to:

#### *Knowledge and understanding (K)*

- K1 Critically evaluate accounting concepts and principles and their application in solutions to practical accounting problems.
- K2 Prepare financial statements of entities, including groups of companies, using relevant financial information, accounting techniques and standards; and to analyse and interpret such financial statements.
- K3 Use relevant management accounting techniques with cost information, for planning, decision-making, performance evaluation and control, within different business settings.
- K4 Apply financial management techniques to issues affecting investment, financing, and dividend policy decisions of an organisation.
- K5 Understand the general legal framework, and apply specific legal principles relating to business, including taxation legislation as applicable to individuals, single companies and groups of companies.
- K6 Explain the process of carrying out the assurance (audit) engagement and its application in the context of the professional (audit) regulatory framework.
- K7 Describe the organisational context of the accountant and of the development of accounting information systems; to understand the need for the efficient use of resources within an organisation.
- K8 Understand the ethical responsibilities of professional accountants, including the principles of the ACCA code of conduct, and to reflect on ethical dilemmas and potential solutions.

#### *Disciplinary and professional skills (D)*

- D1 Prepare non-complex financial statements using generally accepted accounting principles.
- D2 Evaluate and comment on the performance and financial situation of organisations using a range of interpretative techniques.
- D3 Select and apply appropriate accounting and financial management techniques to organisational business planning, decision-making and control.
- D4 Understand the limitations of accounting techniques and the implications of such limitations.
- D5 Understand the limitations of acquired knowledge of legal and taxation issues and recognise the need to seek further specialist advice where necessary.
- D6 Communicate analysis of accounting and financial information and recommendations to a variety of different audiences.

*Transferable Skills (T)*

- T1 Solve problems through the identification of key issues, synthesis of information and analytical tools, and the presentation and critical evaluation of a range of options.
- T2 Communicate appropriately in writing and through an oral presentation.
- T3 Complete a programme of study through independent and self managed learning.
- T4 Undertake an independent research project relating to a single organisation or industry sector.
- T5 Prepare a written report which meets academic requirements of information collection and referencing of information sources.
- T6 Use information technology to record and analyse financial data, to collect information from a range of sources and to present research findings.
- T7 To reflect on the learning attained through completing the programme and its impact on future professional development and employment roles.

Achievement of Programme Outcomes

Each of the learning outcomes above is met by passing an ACCA examination and / or passing the Oxford Brookes Research and Analysis Project (OBU RAP) and / or completing the ACCA Professional Ethics Module. The table below gives the relationship between the learning outcomes and the components of the BSc degree.

LO	QAA	ACCA Syllabus	OBU RAP	Ethics Module	LO	QAA	ACCA Syllabus	OBU RAP
K1	√	F5, F7	√		D4		F5, F7, F9	√
K2	√	F3, F7			D5		F4, F6	
K3	√	F2, F5			D6		F5, F7, F9	√
K4	√	F5, F9						
K5	√	F4, F6						
K6	√	F8			T1	√	F4 - F9	√
K7	√	F1			T2	√	F4 - F9	√
K8		F8		√	T3	√	F1 - F9	√
					T4	√		√
D1		F3, F7			T5	√		√
D2		F3, F7			T6	√		√
D3		F2, F5, F9	√		T7	√		√

ACCA Professional Examinations

The syllabus for each of the nine ACCA professional subjects (F1-F9) has been developed by ACCA. Each ACCA paper is assessed by a time constrained written examination, set and marked by ACCA. Papers F1 - F3 are each 2 hours in length and are assessed by 100% objective testing, Papers F4 – F9 are each 3 hours in length and are assessed by various types of written questions. All questions in Papers F1-F9 are compulsory.

Students have a number of learning resources available to support their studies:

- ACCA examination syllabus and study guides
- ACCA approved study texts
- ACCA Tuition Providers (full time, part time study)
- ACCA examination papers and model answers
- ACCA Student Accountant technical articles

### ACCA Professional Ethics Module

This is an online learning resource developed by ACCA. It is reflective in design and is self assessed. Alternative arrangements will be provided, on request, for students who do not have access to the internet.

### Oxford Brookes Research and Analysis Project

The Oxford Brookes Research and Analysis Project consists of a 6,500 word written Research Report and a 2,000 word Skills and Learning Statement. OBU RAPs are submitted to Oxford Brookes and are assessed by Oxford Brookes.


Students have a number of resources available to support their research activity:

- OBU RAP guidelines
- OBU approved RAP study texts
- RAP Mentor (at an ACCA tuition provider, or employer)
- OBU ACCA office

## **11 Programme structure and requirements**

The programme structure is given below.

### ACCA

<u>Fundamentals Knowledge module</u>			
F1 Accountant in Business	30 credits	Level 1	
F2 Management Accounting	30 credits	Level 1	
F3 Financial Accounting	30 credits	Level 1	
<u>Fundamentals Skills module</u>			
F4 Corporate and Business Law	40 credits	Level 3	
F5 Performance Management	40 credits	Level 3	
F6 Taxation	40 credits	Level 3	
F7 Financial Reporting	40 credits	Level 3	
F8 Audit and Assurance	40 credits	Level 3	
F9 Financial Management	40 credits	Level 3	
Professional Ethics module	0 credits	Level 3	
<u>Oxford Brookes University</u>			
Research and Analysis Project	30 credits	Level 3	
Total	<b>360 credits</b>		

### Award of degree

The BSc in Applied Accounting degree is awarded to an OBU registered student who has:

- passed the three ACCA Fundamentals papers F7, F8 and F9 and passed other papers as required to successfully complete all nine Fundamentals Level papers
- completed the ACCA Professional Ethics module
- passed the Oxford Brookes University Research and Analysis Project, and
- done so within 10 years of initial registration for the ACCA professional qualification.

### Exemptions / Credits

A registered student may be given exemptions from one or more of the nine ACCA specified examination papers. Exemption decisions are made by ACCA and ACCA exemption policy is periodically reviewed by Oxford Brookes University. However, all students who wish to achieve the BSc degree must sit and pass all of the three ACCA subjects F7, F8 and F9.

No exemption can be given from the Professional Ethics Module or from the Oxford Brookes University Research and Analysis Project.

### Progression

A student who registers with ACCA to undertake the ACCA professional accountancy qualification is automatically registered with (opted-in to) Oxford Brookes University for the BSc in Applied Accounting, unless they choose to opt-out of the BSc degree programme at the time of initial registration with ACCA.

An opted-out ACCA student may opt-in to the BSc degree scheme before passing any of the three subjects F7, F8 and F9. An opted-out student who has passed any of these three subjects cannot be opted-in to the BSc degree.

A student is expected to study the ACCA Knowledge module before the ACCA Skills module. ACCA strongly recommends that students take the papers within each module in order (i.e. F1 to F3 and F4 to F9).

A student may sit between one and four papers at any single ACCA examination session.

A student must successfully complete the nine specified ACCA professional examinations **and** complete the ACCA Professional Ethics module before submitting an OBU RAP.

Conversion arrangements have been developed for completion of the BSc (Hons) in Applied Accounting degree by students who have passed one or more ACCA professional examinations by, or at, the June 2007 ACCA examination sitting.

## **12 Admission criteria**

The minimum academic entry requirements for registering on the BSc degree are two A Levels plus three GCSEs (grade C or above) in five separate subjects including Maths and English. Oxford Brookes University recognises a number of other qualifications which satisfy the minimum English language requirement, including a Pass in ACCA Paper F4, "Corporate and Business Law".

The ACCA Mature Student Entry Route (MSER) allows students who do not possess the minimum entry qualifications to register with ACCA. They will be given two years from the date of their first eligible ACCA examination session to pass Papers M1 and M2 (equivalent to Papers F2 and F3).

An MSER student who does not have an acceptable English Language qualification will be permitted to register for the BSc (Hons) in Applied Accounting only after they have passed the F4 "Corporate and Business Law" examination.

An ACCA Certified Accounting Technician (CAT) student who has passed the CAT Advanced Level examination papers meets all the entry requirements for the BSc (Hons) in Applied Accounting degree scheme.

### **13 Quality assurance mechanisms**

The overall purpose of the quality assurance mechanisms is to give assurance to stakeholders of Oxford Brookes University that a student who completes the BSc degree in Applied Accounting has met the programme learning outcomes, has been assessed appropriately and fairly, and that the standards achieved by a BSc graduate are comparable to those achieved by students in other UK higher education institutions.

Oxford Brookes has a robust quality assurance framework for the setting and marking of the nine ACCA professional examination papers, in addition to its assessment of the OBU RAP.