

**DEFINITIVE COURSE RECORD**

Course Title	<b>BA (Hons) Business Management Professional</b>
Awarding Body	<b>University of Suffolk</b>
Level of Award <sup>1</sup>	<b>FHEQ Level 6</b>
Professional, Statutory and Regulatory Bodies Recognition	<b>Students have the opportunity to gain Chartered Manager status (CMI) if they meet the necessary requirements at the end of their studies</b>
Credit Structure <sup>2</sup>	<b>360 Credits Level 4: 120 Credits Level 5: 120 Credits Level 6: 120 Credits</b>
Mode of Attendance	<b>Full-time and part-time</b>
Standard Length of Course <sup>3</sup>	<b>3 years full-time (36 months) Including requirements for the Apprenticeship Standard (End Point Assessment): 42 months</b>
Intended Award	<b>BA (Hons) Business Management Professional</b>
Named Exit Awards	<b>DipHE Business Management Professional CertHE Business Management Professional</b>
Entry Requirements <sup>4</sup>	<b>Typical Offer: 112 UCAS tariff points (or equivalent) GCSE Maths at Level C or equivalent Applicants may be expected to attend an interview as part of the application process</b>
Delivering Institution(s)	<b>University of Suffolk</b>
UCAS Code	<b>Not applicable</b>

This definitive record sets out the essential features and characteristics of the BA (Hons) Business Management Professional course. The information provided is accurate for students entering level 4 in the 2019-20 academic year<sup>5</sup>.

**Course Summary**

The BA (Hons) Business Management Professional brings together degree-level education alongside professional practice. Students that graduate from this programme will receive the BA (Hons) degree and will be awarded the Chartered Management Degree Apprenticeship following successful completion of an ‘End Point Assessment’ (see below). It is designed to provide students with knowledge, skills and experience in the main functions of business operations, leadership and management. Students will study modules that cover these functions and will reflect on their own practice through contextualised assessments and practice-based modules.

<sup>1</sup> For an explanation of the levels of higher education study, see the [QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies \(2014\)](#)

<sup>2</sup> All academic credit awarded as a result of study at the University adheres to the [Higher education credit framework for England](#).

<sup>3</sup> Where the course is delivered both full-time and part-time, the standard length of course is provided for the full-time mode of attendance only. The length of the part-time course is variable and dependent upon the intensity of study. Further information about mode of study and maximum registration periods can be found in the [Framework and Regulations for Undergraduate Awards](#).

<sup>4</sup> Details of standard entry requirements can be found in the [Admissions Policy](#)

<sup>5</sup> The University reserves the right to make changes to course content, structure, teaching and assessment as outlined in the [Admissions Policy](#).

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As students' progress through the course, the focus of teaching and support will switch from introducing students to key concepts and the latest thinking in core management disciplines to the application of this knowledge in real business scenarios. This design helps to ensure that by the time our graduates are ready for the workplace they are not just able to secure work, but can make a positive impact from their very first day. We describe this as being 'career ready.'

### **Course Aims**

- To provide you with a systematic understanding of key aspects of business management through a coherent and integrated programme of study.
- To develop conceptual understanding that enables you to: devise and sustain arguments; use established techniques of analysis to solve problems; and describe and comment on current research in business management.
- To prepare you for a career in business and/or management by developing personal and professional skills that will support communication, group interaction, information finding, analysis and problem solving during your period of study consistent with the development of 'business-ready graduates'.
- To provide you with a valuable and positive learning experience in your academic studies.

### **Course Learning Outcomes**

The following statements define what students graduating from the BA (Hons) Business Management Professional course will have been judged to have demonstrated in order to achieve the award. These statements, known as learning outcomes, have been formally approved as aligned with the generic qualification descriptor for level 4/5/6 awards as set out by the UK Quality Assurance Agency (QAA)<sup>6</sup>.

1. A systematic understanding of key aspects of Business Management, including acquisition of coherent and detailed knowledge, at least some of which is at, or informed by, the forefront of defined aspects of a discipline
2. An appreciation of the uncertainty, ambiguity and limits of knowledge
3. An ability to deploy accurately established techniques of analysis and enquiry within a discipline
4. Critically evaluate arguments, assumptions, abstract concepts and data, to make judgements, and to frame appropriate questions to achieve a solution, or to identify a range of solutions to a problem
5. The ability to synthesise understanding from different areas of knowledge to analyse and evaluate business cases or problems
6. The ability to devise and sustain arguments and/or to solve problems using ideas and techniques, some of which are at the forefront of the discipline
7. The ability to describe and comment upon particular aspects of current research in the discipline

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<sup>6</sup> As set out in the [QAA Frameworks for Higher Education Qualifications of UK Degree-Awarding Bodies \(2014\)](#)

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8. An ability to manage their own learning, and to make use of scholarly reviews and primary sources
9. An ability to apply the methods and techniques that they have learned to review, consolidate, extend and apply their knowledge and understanding, and to initiate and carry out projects
10. Effectively communicate information, ideas, problems and solutions to both specialist and non-specialist audiences
11. Enhanced development of a range of specific business knowledge and skills required to prepare for employment
12. The possession of qualities and transferable skills necessary for employment requiring the exercise of initiative and personal responsibility; decision-making in complex and unpredictable contexts; the learning ability needed to undertake appropriate further training of a professional or equivalent nature
13. Enhanced understanding of skills and attributes required to become effective global citizens

### Course Design

The design of this course has been guided by the following QAA Subject Benchmark Statement:

- Business and Management (2015)

### Course Structure

The BA (Hons) Business Management Professional comprises modules at levels 4, 5 and 6.

Module Specifications for each of these modules is included within the course handbook, available to students on-line at the beginning of each academic year.

	Module	Credits	Module Type <sup>7</sup>
Level 4			
	Management and Managing: an introduction	20	M
	Finance and Data Analysis	20	R
	Introduction to Marketing	20	R
	Entrepreneurship	20	R
	Managing and Delivering a Project	40	R
Level 5			
	Managing People	20	R
	Topics in Business Research	20	M
	Business Ethics	20	R
	Business Management in Professional Practice	40	R
	One module selected from the following:		

<sup>7</sup> Modules are designated as either mandatory (M), requisite (R) or optional (O). For definitions, see the [Framework and Regulations for Undergraduate Awards](#)

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	Managing Innovation and Creativity	20	O
	Intermediate Financial Accounting	20	O
	Corporate Reputation Management	20	O
Level 6			
	Dissertation	40	M
	Strategic Management	20	R
	Leading and Managing Change	20	R
	Human Resource Strategy	20	M
	One module selected from the following:		
	Strategic Marketing Planning and Management	20	O
	Financial Strategy	20	O

It is expected that all optional modules will be offered each year. However, there may be instances when some options are not available.

**Awards**

On successful completion of the course, students will be awarded a BA (Hons) Business Management Professional. Students who leave the course early may be eligible for a DipHE Business Management Professional on successful completion of 240 credits including all mandatory modules at levels 4 and 5, or a CertHE Business Management Professional on successful completion of 120 credits including all mandatory modules at level 4.

To achieve the Chartered Manager Degree Apprenticeship, students will be expected to pass an 'End Point Assessment' after the successful conclusion of their degree. This will include a review of their coursework and dissertation and a short presentation followed by question and answer. The details of this assessment will be communicated to students as they are determined – but students will be fully prepared for the EPA at the end of their course.

**Course Delivery**

The course is delivered at Ipswich. Students studying full-time on BA (Hons) Business Management Professional are likely to have approximately 6 contact hours a week for level 4, 6 contact hours a week for level 5 and 6 contact hours a week for level 6. The contact hours will be a mix of lecture, seminar, and practical activity. Students will normally be expected to undertake 20 hours of independent study in an average week, but should be prepared for this to vary based on assignment deadlines and class exercises. This will often include making use of online resources (lectures, reading and activities) that are prescribed by the tutor running the module. Students will be expected to undertake practice-based studies in the summer period, which will be supported by tutorials.

**Course Assessment**

A variety of assessments will be used on the course to enable students to experience and adapt to different assessment styles. The assessment methods used will be appropriate to assess each module's intended learning outcomes. Assessment on the course overall will be mostly coursework (including essays, reports, presentations, group work, reflective learning journals and research projects) with one examination at level 4 and up to two written examinations in levels 5 and 6 depending on the module options chosen.

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### End Point Assessment

All apprentices will need to undertake the End Point Assessment (EPA) in order to complete their Chartered Manager Degree Apprenticeship. The EPA will be undertaken by a panel, comprising the employer, HEI and an independent assessor. Employers (in consultation with the HEI) will decide when the apprentice is ready to be put forward for their EPA, which will be after successful completion of the degree. The EPA is by a panel interview, which will include a presentation on the synoptic work based project, review of portfolio evidence, and a question and answer session.

The independent assessor will receive a copy of the apprentice's online portfolio and end project, for assessing ahead of a final interview panel. At the EPA, the candidate's full portfolio, work-based project and presentation will be assessed against the [Apprenticeship Standard](#), to ensure that the apprentice has demonstrated the full range of skills, knowledge and behaviours detailed in the standard. More information about EPA can be found in the [Assessment Plan](#) for the Chartered Manager Degree Apprenticeship.

### Course Team

The academic staff delivering this course are drawn from a team that includes teaching specialists and current practitioners. All staff are qualified in their subjects with their own specialist knowledge to contribute.

### Course Costs

Students undertaking the BA (Hons) Business Management Professional course will not be charged tuition fees directly. Tuition fees will be agreed between the University and a student's employer. Students will be required to sign a commitment statement before starting their apprenticeship which will detail the student's, employer's and University's expectations under the apprenticeship agreement.

There is no regular requirement for students to pay additional course fees. Where supplementary activities are offered there may be a small charge to cover their cost (for example, for transport).

### Academic Framework and Regulations

This course is delivered according to the Framework and Regulations for Undergraduate Awards and other academic policies and procedures of the University and published on the [website](#).