

Curriculum and
Academic Regulations

Bachelor of
Financial Management and Services
Part I

2012 - 2016

**"Professionsbacheloruddannelse i Finans"
Accredited by the Danish Government**

**Version 1.0
Revised 31 January 2014**

These academic regulations and curriculum applies to students with study start September 2012 at the following institution:

Business Academy Aarhus
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Part I: General Part

1 The Programme

1.1 Aim

The aim of the programme is to educate professional bachelors for the financial sector so that they can fulfil advisory and administrative functions in financial enterprises.

Graduates must be able to organize and implement services and complex counselling in financial markets – based on relevant theories and methods. They must be able to understand and develop direct communication with the customer/client on tailored solutions and must contribute to the processes involved in the continuous development of the counselling activities in the enterprise.

Graduates must be able to combine theoretical, practical and developmental elements and work with financial relations, nationally as well as internationally.

1.2 Scope

The programme is arranged as a 3½ year full-time programme which corresponds to 210 ECTS credits. One year's study is a full-time student's work in one year which corresponds to 60 ECTS.

The work load as expressed by the ECTS credits comprises timetabled classes, preparation for classes, written assignments, other activities related to teaching, study trips and projects carried out in selected companies, and self-study, and participation in exams.

The programme must be completed within a period of no more than 6 years. Leave of absence as a result of childbirth, adoption, military service and UN service etc. is not taken into account.

1.3 Learning Objectives

This Curriculum is designed in accordance with Ministerial Order no.197 of 26/03/2008 on Bachelor of Financial Management and Services and has been accredited by EVA and the Danish Government.

The objective of the programme is that the Bachelor of Financial Management and Services obtain the following qualifications:

General requirements

1. The Bachelor of Financial Management and Services must be able to combine theoretical, practical and development-oriented elements with a professional objective in mind.

Knowledge

2. The Bachelor knows how to apply and include the results of national and international financial research, trial and development work from areas relevant to the profession and can contribute to the development and implementation of new professional knowledge.
3. The Bachelor knows the tools of management and organisational development.

Skills

4. The Bachelor has acquired the IT skills necessary for applying the customer related tools of the financial sector in a competent and efficient manner.
5. The Bachelor shows innovative abilities in applying and renewing the knowledge,

- skills and competences of his/her profession where relevant to the profession or the enterprise, and abilities in displaying intrapreneurship.
6. The Bachelor has acquired international competences enabling him or her to apply his/her knowledge across borders and cultures in a comparative way.

Competences

7. The Bachelor independently knows how to acquire knowledge, values and competence enabling him or her to carry out complex customer/client counselling in all customer/client related functions of the financial sector.
8. The Bachelor has developed active professional competences through the electives and work placement.
9. The Bachelor has a well-developed and solid methodological basis for the daily work and project management of the profession.
10. The Bachelor has acquired theoretical and practical qualifications for progression to master/postgraduate studies.

1.4 Title

Title	Danish	English
Programme	Professionsbachelor inden for finans	Bachelor Degree in Financial Management and Services
Graduate	Professionsbachelor i Finans (BA Finance)	Bachelor of Financial Management and Services

2 Contents and structure

2.1 Overall objectives

The overall objective of the 7 semesters of the programme is that students acquire a full range of professional, methodological and personal qualifications.

The professional development and updating of the programme is ensured via close collaboration among educational institutions, the financial sector, and other relevant institutions.

1. **Personal development**
2. **Professional development**
3. **Methodology**

The aim of **personal development** is to provide students with the flexibility needed for personal relations and situations of complex customer/client relations – both as manager and employee.

The aim of **professional development** is to provide the students with methodological and professional competences so that they have a sound theoretical basis for entering into flexible co-operational relations in the financial sector.

The aim of **methodology** is that students acquire the academic and scientific methodologies and theories required for studies at academic level and for mastering analysis and professional concentration.

To achieve these results, the programme comprises:

A number of specially designed subjects
An international module
Work placement
Electives
Bachelor project

The specially designed subjects will appear from this Curriculum, cf. table of contents.

The aim of the international module is partly to enable students to acquire the competences needed in a globalized world and partly to support their personal development and maturity. The module can be studied in Denmark or abroad.

Work placements are of vital importance to the professional and practical character of the entire programme. Placements are based on the business characteristics and qualifications required by the financial sector combined with the other parts of the programme, so students will develop professional competence.

The aim of the work placement or internship is to enable the students to apply the methodologies and tools of their studies by solving a concrete practical assignment in a specific financial company in Denmark or abroad.

The aim of the electives is to give students the opportunity to design an individual educational profile through specific professional concentration within the topics of the programme. Students may choose among various trade specific electives divided in two parts – one as a pre-placement primer and one as a post-placement professional package.

The aim of the final bachelor project is that students prove that they are qualified to formulate, analyse and process theoretical and methodological skills obtained in a delimited central area within the financial field. The bachelor project can be prepared in association with a specific financial company in Denmark or abroad.

2.2 Semester sequence with ECTS credits

The programme includes lectures, classroom lessons, exercises, presentations, cases, seminars and projects as well as work placements in companies which are associated with the applied programme.

Aim, contents etc. of the specific subjects, including activities related to the profession, work placements and the final bachelor project, are described in more detail in section 10.

1st year:

1st semester	ECTS
Communication and Presentation Techniques	5
Organizational Psychology	5
Business Economics I (Theories and methods)	10
Business and Financial Law I	5
Scientific Methodology incl. Study Techniques I	3
Marketing I (Financial products and services)	2
Total	30

2nd semester	ECTS
Marketing II (Market analysis)	6
Economics I (Microeconomics)	5
Business Economics II (Credit and consultancy services)	5
Project Management I	2
Business and Financial Law II	5
Scientific Methodology incl. Study Techniques II	2
Sector Knowledge and Regulation	5
Total	30

2nd year:

3rd semester	ECTS
International Module	15
Advisory Sales and Services	5
Economics II (Macroeconomics)	5
Statistics	5
Total	30

4th semester	ECTS
Real Estate Financing	5
Counselling and Ethics in the Financial Sector	5
Personal Finance	5
Tax Law	5
Elective subjects stage A One choice among: Financial Transactions and Counselling A (taught in Danish) Real Estate A (taught in Danish) Real Estate Administration A (taught in Danish) Accounting A (taught in English) Insurance A (taught in Danish) Each module is 10 ECTS.	10
Total	30

3rd year:

5th semester	ECTS
Company Work Placement/internship	30
Total	30

6th semester	ECTS
Marketing III (Strategies)	2
Sales and Business	6
Project Management II	2
Trade Specific Project	5
Elective subjects stage B One choice among: Financial Transactions and Counselling B (taught in Danish) Real Estate B (taught in Danish) Real Estate Administration B (taught in Danish) Accounting B (taught in English) Insurance B (taught in Danish) Each module is 15 ECTS.	15
Total	30

4th year:

7th semester	ETCS
Elective subjects stage C One choice among: Advanced Statistics HRM Each module is 5 ECTS and will only commence if more than 15 students have selected it. Please refer to Part II – Institutional Part for other subjects.	5
Organizational Development and Management Tools	5
Bachelor Thesis	20
Total	30

Total for the whole programme	210
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3 Exams, tests and assessments

3.1 Regulations

Qualifications acquired from the subjects of the programme will be documented in tests and examinations, including

oral and written examinations
assignments and projects
participation in seminars etc.

The tests and examinations are either external or internal. In external examinations an external examiner will participate in the assessment. In internal examinations the assessment will be conducted by an external examiner or one or several teachers, appointed by the institution.

Each student has the right to 3 exam attempts per examination. Unless the student gives timely withdrawal notice, the test/exam will count as one attempt. This does not apply, however, if the student falls ill. In case of illness, the institution may demand submission of documentation in the form of a doctor's statement.

If failing an examination or test, the student may sign up for a subsequent examination or test. The institution will schedule re-exams. Passed tests and exams cannot be re-sat.

For the student to take an exam or test, he/she must have completed the mandatory assignments of the semester successfully.

Exams or tests within the 1st year of the programme must be passed successfully before the ending of the 2nd year of studies. Otherwise the student will not be able to continue studying at this programme.

Please read the examination rules of the academy in order to get detailed and updated information regarding enrolment for the exams, complaints etc.

3.2 Institutional network

All external and internal tests and exams will be set in common by all institutions offering the programme. Compulsory Assignments (so-called "CA") may differ from institution to institution.

Both external and internal tests and exams will provide marks to be included in the degree certificate.

3.3 Examinations

Pursuant to section 32, subsection 4 of Ministerial Order BEK No 714 dated 27/06/2012 relating to examinations and evaluation in professionally oriented programmes it is a requirement that at least one third of the workload of a programme according to its ECTS points shall be documented by external examinations, i.e. examinations with at least one external examiner.

According to section 9 of Ministerial Order BEK No 197 dated 26/03/2008, the Bachelor of Financial Management and Services Programme must include 7 external examinations.

Internal and external examinations

Semester	Subject	ECTS	In brief
1 st semester	Organizational Psychology and Communication	10	1 st internal
2 nd semester	Business Economics and Economics (Microeconomics)	20	1 st external
2 nd semester	Business and Financial Law	10	2 nd external
2 nd semester	Marketing, Scientific Methodology and Project Management	15	3 rd external
2 nd semester	Sector Knowledge and Regulation	5	2 nd internal
3 rd semester	International Module, Economics (Macroeconomics) and Statistics	30	3 rd internal
3 rd semester	Advisory Sales and Services	5	4 th internal
4 th semester	Elective A	10	4 th external
4 th semester	Tax Law, Private Finances, Real Estate Financing, Counselling and Ethics	20	5 th internal
5 th semester	Internship	30	5 th external
6 th semester	Trade Specific Project, Project Management Marketing	9	6 th internal
6 th semester	Sales and Business	6	7 th internal
6 th semester	Elective B	15	6 th external
7 th semester	Elective C	5	8 th internal
7 th semester	Organizational Development and Management Tools	5	9 th internal
7 th semester	Bachelor Thesis	20	7 th external

Marks are based on the Danish 7-point grading scale and will be entered in the Degree Certificate. Failed tests and examinations may be re-sat (3 ordinary attempts.)

In all project assignments etc. a standard page is defined as 2,100 characters including spaces and footnotes.¹

The institution can offer one or more of the subjects on the 3rd semester as an elective subject for the student, who takes the main part of the semester aboard. In this case there will be a special exam, see the institution part.

3.4 Description of examinations

3.4.1 External examinations

Business Economics I + II and Economics I (Microeconomics), 2nd semester (1st external): At the end of the second semester a 4-hour written test is held.

All kinds of aid can be used during the examination. Note that communication with others is not allowed.

¹ Title page, table of contents, and list of references/bibliography are not included. Appendices are to be kept at a minimum. Students should not expect internal and external examiners to read appendices closely.

Business and Financial Law I + II, 2nd semester (2nd external):

At the end of the second semester a 3-hour written test is held.

All kinds of aid can be used during the examination. Note that communication with others is not allowed.

Marketing I + II, Scientific Methodology I + II and Project Management I, 2nd semester (3rd external):

The examination is held at the end of second semester in the form of an individual, oral examination based on a group project prepared and submitted before the exam.

The project is interdisciplinary and must include issues of Marketing, Methodology and Project Management. The project is prepared in groups of 3-5 persons.

Examination time is 30 minutes per person (individually). The mark given will be based on the project and the oral presentation during the exam (weighting: 50% for the written paper and 50% for the oral presentation).

Component marks are not published.

Elective A, 4th semester (4th external)

At the end of the fourth semester a 4-hour external written test is held.

Internship, 5th semester (5th external):

At the end of the work placement period an oral test is held (30 minutes) based on a written assignment of 15 standard pages concerning a professional problem as well as the learning objectives. Further information can be found in the specifications for the exam.

Only one overall mark is given. Weight: The written work is weighted with 40% and the oral examination is weighted with 60%.

Elective B, 6th semester (6th external):

At the end of the 6th semester there will be a 4 hour written examination with the possibility of a case being handed out beforehand depending on the elective.

All kinds of aid can be used during the examination. Note that communication with others is not allowed.

Bachelor Thesis, 7th semester (7th external):

In the final semester of the programme a written report is prepared (40 standard pages with a 1-page summary). The report forms the basis for an oral, individual examination of 45 minutes duration.

One overall mark on the Danish 7-point grading scale will be based on an overall assessment of the written work and the oral performance. Component marks are not published. (Weight: The written work counts 70% and the oral presentation counts 30%).

If the overall mark is lower than 02, the student must prepare and submit a new project in order to sign up for the Bachelor Project examination.

3.4.2 Internal examinations

Organizational Psychology and Communication, 1st semester (1st internal):

At the end of the first semester a 30-minute oral test is held. Preparation time is provided.

Sector Knowledge and Regulation, 2nd semester (2nd internal):

During the 2nd semester there will be held an exam in subject. The exam is marked passed or failed.

International Module, Economics II (Macroeconomics) and Statistics, 3rd semester (3rd internal):

A written group project in the subjects International Relations, Economics and Statistics is prepared by groups of 3-5 students (maximum 25 standard pages) and submitted before the examination. Coaching is offered during the project period.

Examination time is 30 minutes per person (individually). The mark given will be based on the project (weight 50%) and the oral presentation during the exam (weight 50%).

Component marks are not published.

Advisory Sales and Services, 3rd semester (4th internal)

At the end of the third semester a 30-minute oral test focusing on personal selling is held. It will be based on role-playing, and preparation time is provided.

Oral exam in Tax Law, Private Finances, Real Estate Financing, Counselling and Ethics, 4th semester (5th internal)

At the 4th semester an oral interdisciplinary exam is held. The examination is based on a practice-based case.

Examination time is 30 minutes per student (individually).

Trade Specific Project, Project Management II, Marketing III, 6th semester (6th internal)

An individual project is prepared (10 standard pages) based on the sector, including Project Management II, Marketing III.

One mark is given for the written work.

Sales and Business, 6th semester (7th internal)

At the end of 6th semester an oral interdisciplinary exam is held. Examination time is 30 minutes per student (individually). The students can be given a case before the exam.

Elective C, 7th semester (8th internal)

A two-hour test in elective C is held.

Organizational Development and Management Tools, 7th semester (9th internal):

At the end of the seventh semester a 30-minute oral test is held. Preparation time is provided.

3.4.3 Examination in connection with tuition funded stays abroad

In connection with tuition funded stays abroad, via the educational institution, the student must be able to document the acquired learning to the home institution. Please see appendix regarding examination on this matter.

3.5 Exam regulations and degree certificate

Reference is made to Ministerial Order on Examinations at www.retsinformation.dk as well as the following Danish Laws, Orders and Guidelines:

BEK nr. 197 af 26/03/2008 - Bekendtgørelse om uddannelsen til professionsbachelor i finans

BEK nr. 714 af 27/6/2012 - Gældende Bekendtgørelse om prøver og eksamen i erhvervsrettede uddannelser

BEK nr. 262 af 20/03/2007 - Bekendtgørelse om karakterskala og anden bedømmelse

Degree Certificate and a Diploma Supplement (in English) are issued for successfully completed examinations.

Students who fail to complete the programme have the right to receive documentation of passed tests and examinations. The documentation will provide information on types of tests and marks achieved.

4 Complaints procedure

Complaints of assessment, test procedure etc. must be submitted to the programme manager within 2 weeks after the result of the assessment has been published to students.

For further information on rules and regulations, reference is made to www.kvu-censor.dk.

5 Rules and regulations regarding company internship

The internship takes place on the 5th semester. It forms the basis for electives B and C, as well as the main project.

The sector that relates to elective A must concur with the sector of the internship company.

If the student cannot successfully find an internship within the same sector as elective A, the internship company must accept this prior to agreeing on an internship. Furthermore, the student must pass elective A with content from the sector of the internship at the first possible examination period. The student cannot be examined in elective B before having completed elective A.

The educational institution is responsible for the assessment of the quality of the internship company. Prior to the internship the educational institution is responsible for securing a clarification of expectations with the internship company, and must continually monitor the internship of the individual student.

Before the internship can begin, a internship agreement between the internship company, the student, and the internship supervisor at the educational institution must be completed. The agreement must contain the following information: aim of the internship, content, as well as conditions of guidance and evaluation. This agreement is binding on the parts of the educational institution, the internship company, and the student.

6 Transfer of credits

6.1 Transfer between the AP Financial Management programme and the Bachelor of Financial Management and Services programme, and vice versa.

A prerequisite for the transfer options below is that all preceding tests and examinations of the transferring programme have been passed.

6.2 From the AP Financial Management programme to the Bachelor of Financial Services and Management programme

From the 2nd semester (all internal and external first-year tests and exams have been passed):

The student will start in the 3rd semester of the Bachelor programme but must, however, before the end of the 4th semester have passed examinations in Organisational Psychology (internal test, 1st semester), Business Economics (external examination, 2nd semester), and a special internal test in Academic method. Before transferring to the Bachelor programme the student must take part in a mandatory interview with the programme manager.

From the 3rd semester (all internal and external first-year and third semester tests have been passed):

The student will start in the 4th semester of the Bachelor programme without time reduction. Before starting the student must pass an entrance talk. The student should follow Scientific Methodology at the 2nd semester.

From the 4th semester (all tests and examinations have been passed):

The AP graduate in Financial Management will start in the 5th semester work placement without time reduction but must have participated in Elective subjects stage A and have passed the examinations of that package.

From AP graduation and 6 to 12 months' employment:

The AP graduate in Financial Management will start in the 6th semester of the Bachelor programme but must also before the end of the 6th semester have studied Elective subjects stage A on his/her own and have passed a special, internal examination on that package.

6.3 From Bachelor of Financial Management and Services to AP Degree in Financial Management

From the 4th semester (all mandatory prerequisites, internal and external 1st and 2nd year tests passed):

The student will start on the 4th semester of the AP degree programme and will not have to pass any further examinations.

From the 5th semester (all mandatory prerequisites, internal and external 1st and 2nd year as well as 5th semester tests passed):

The student must complete the final examination project of the AP degree programme.

7 Coming into force

This curriculum, jointly applying to all providers of the Bachelor of Financial Management and Services degree programmes in Denmark, will take effect from 1 September 2012.

Part II - Institutional Part

8 Rules for Completion of the Internship

On the internship, the student is assigned an internship counsellor from the department and a supervisor from the company. The student and the counsellor will establish objectives together for the student's learning outcomes from the internship to be subsequently the indicator in connection with the company's planning of the student's work.

The internship is completed with a written report where the student assess the student's learning outcomes of the internship in comparison with the set objectives (see also the general part)

The internship is to compare with a full-time job with the requirements of working hours, effort, commitment and flexibility that the AP Graduate in Financial Management can expect to face on his/her first job.

9 Internationalisation

Through the programme the educational institutions include the international dimensions in the instruction.

The programme is built in modules, which means that it is possible for a student to study 3rd semester abroad just as it is possible for foreign students to study a semester on the programme. Furthermore the internship on the 5th semester may take place abroad. It is also possible to study elective C on the 7th semester at a summer school course.

3rd semester includes a study trip to a European city and it is compulsory for all students. In special cases Business Academy Aarhus grants an exemption from the study trip. Application for exemption is forwarded to the Head of Department and must be handed in not later than 2 months before departure date of study trip unless sudden conditions make it necessary to give an exemption at a later date.

For further information about the possibilities please contact the international office.

9.1 Examination in relation to stay abroad on the 3rd semester.

The student must pass all examinations at the partner institution abroad. Furthermore, the student must document all educational activity acquired from the subjects studied abroad in an online portfolio. An educational report for each subject must be written containing information on the acquired learning.

The size of the report must correspond to the credits of the individual subjects, however; it must be at least three standard pages corresponding to 2,100 characters per page.

All tasks of the subjects and the applied solutions to these are documented online in the portfolio. A link to the portfolio and documentation for the completed examination at the partner institution must be handed into the educational institution no later than four weeks after having completed the examination abroad. The portfolio, educational reports included, will be assessed as passed/not passed.

9.2 Examination in relation to stay abroad on the 7th semester

The subjects

The student must pass all examinations at the partner institution abroad. Furthermore, the student must document all educational activity acquired from the subjects studied abroad in an online portfolio. An educational report for each subject must be written containing information on the acquired learning.

The size of the report must correspond to the credits of the individual subjects, however; it must be at least three standard pages corresponding to 2,100 characters per page.

All tasks of the subjects and the applied solutions to these are documented online in the portfolio. A link to the portfolio and documentation for the completed examination at the partner institution must be handed into the educational institution no later than four weeks after having completed the examination abroad. The portfolio, educational reports included, will be assessed as passed/not passed.

Bachelor project

As a starting point a tutor at the educational institution is appointed – and the report is handed in and examination carried out as described under external tests and examinations.

10 Practice-oriented learning

By participating in quality and development work and involvement in company networks with customers and cooperating with research institutions our lecturers achieve insight into and knowledge about the latest tendencies in the financial sector. Furthermore the focus is on management accounting in private and public institutions.

This practical experience is included in the instruction as well as knowledge about core tendencies within the profession. Furthermore they include the latest knowledge and results from national and international research, test and development work from the disciplines attached to the profession.

The teaching includes classroom teaching, dialogue teaching, theme-based work, presentations, cases, seminars, domestic and international guest lecturers, projects and internship. Furthermore the teaching supports the students IT qualifications.

11 Rules on Transfer of Credit

The institution can approve that passed educational elements or parts hereof passed at another institution are equivalent to educational elements or parts hereof in this curriculum. If the relevant subject has been assessed according to the 7-point grading scale at the institution where the test was conducted and it is equivalent to an entire subject in this curriculum, the mark will be transferred. In all other cases the assessment will be transferred as "passed".

The institution can approve that a passed educational element from another Danish or foreign higher education programme replace educational elements included in this curriculum. By approval in this connection, the educational element is considered completed if it has been passed according to the rules on the relevant programme. The assessment will be transferred as "passed".

12 Rules on the Students' Obligation to Participate in the Instruction

12.1 Rules on the Students' Obligation to Participate teaching

At Business Academy Aarhus the daily life is like a work place. This means that as a student you need to engage yourself and take active part in the teaching, the projects and the completion of assignments on the team. We registrar absence – and if the absence is high you will be called to a dialogue.

It also means that if the student becomes ill, you have to make your teacher and your team leader aware that you will not show up for classes that day. Absence because of illness will however still add to your absence total.

If the student's absence is higher than 20 % then the students SU (The Danish students' Grants and Loans Scheme) can be stopped. The student will be given notice of this.

12.2 Compulsory assignments

During your programme you must submit a number of compulsory assignments. On Fronter you can find an overview of the number of compulsory assignments as well as deadlines for when you have to submit these. All compulsory assignments must be submitted before you can be registered for examinations.

SUBJECT	FORM
1ST SEMESTER	
Business Economics, Scientific Methodology	Pre project - compulsory attendance Group report - 10 pages with oral presentation
Strategic Planning, Business Law	Project 1 - compulsory attendance Group report - 15 pages with oral presentation
Business Law	Written trial exam - compulsory attendance
Business Economics	Written trial exam - compulsory attendance
2ND SEMESTER	
Marketing, Project Management, Scientific Methodology	Project 2 - compulsory attendance Group report - 12 pages with oral presentation
Business Law	Written trial exam - compulsory attendance
Business Economics, Economics (micro)	Written trial exam - compulsory attendance
3RD SEMESTER	
International Module	Project 3 - compulsory attendance Group report - 15 pages and opponent contribution - 2 pages
Macroeconomics	Written test - compulsory attendance
Statistics	Written test - compulsory attendance
4TH SEMESTER	
Personal Finance, Tax Law	Project 4 - compulsory attendance Group report - 6-7 pages
Personal Finance, Real Estate Financing, Counselling and Ethics, Tax Law	Oral trial exam - compulsory attendance
6TH SEMESTER	
Marketing, Project Management, Sales and Business	Project 5 - compulsory attendance Group report - 15 pages - oral discussion with opponent group

13 Elective elements

On the programme's 7th semester there are elective elements of 5 ECTS. Apart from the national electives that are common for all the academies we offer the following electives.

13.1 BSS-module I (Management Science Models)

Contains elements from the subject Management Science Models (supplement course with transfer of credits to the cand. merc. programme (M.Sc.) at BSS).

Weight: 5 ECTS

Placement in the programme: 7th semester

Core aspects:

- Using Quantitative Models for problem solving purposes
- Linear Optimisation Models
- Integer Programming Models
- Target Programming Models
- Decision Models
- Heuristic Models
- Simulation Models

The student should have knowledge of:

- the fundamental concepts, definitions and models (including underlying assumptions)

The student should have the skills:

- to describe and argue for the use of different types of models for problem solving purposes
- to formulate, solve and interpret solutions to linear programming problems and integer programming problems
- to describe methods used to address optimisation problems with several objectives and solve such problems
- to describe examples of heuristic methods, their usage and set up simple heuristics and apply these
- to describe decision-making situations and decision-making criteria in the light of uncertainty and risk, set up decision-making trees and apply these as basis for the decision-making process
- to build simple simulation models, carry out simulations and interpret resulting solutions

The student should acquire the competencies:

- that allow for the elaboration of the business-related studies and enable the student to choose additional studies, also within business-related subject areas
- that enable the student to solve management science problems that the student may encounter in a future business career

13.2 BSS-module II (Finance)

Contains elements from the subject Finance (supplement course with transfer of credits to the cand. merc.programme (M. Sc.) at BSS).

Weight: 3 ECTS

Placement in the programme: 7th semester

Core aspects:

- Value assessment
- Risk measurement
- Portfolio theory
- Expansion through investments, issue of shares and/or mergers
- Options and futures

The student should have knowledge of:

- the fundamental concepts, definitions and models (including underlying assumptions)

The student should have the skills:

- to assess the value of a company, taking the capital structure and future growth into consideration - both constant growth and temporary high growth
- to calculate shareholders' demands to dividend using the models taught
- to calculate the risk a portfolio investor is exposed to by investing in a specific company and how this risk impacts on the company's capital cost. CAPM is used in these calculations
- to analyse the effect of the share issue costs of raising additional capital and the effect on the pricing of mergers
- to draw on option theory to determine a company's investment planning and to manage the risk

The student should acquire the competencies:

- that allow for the elaboration of the business-related studies and enable the student to choose additional studies, also within business-related subject areas
- that enable the student to solve finance problems that the student may encounter in a future business career

14 Rules for the exam

Please see the A large part of the literature on the programme will be in English and, similarly, several educational elements will wholly or partly be conducted in English.

15 Rules of Exemption

When unusual conditions substantiate it, the Business Academy may grant an exemption from the rules of the curriculum which are not bound by the basis of the Executive Order.

16 Quality Assurance (QA)

The quality assurance of the program is done according to

- BEK nr. 1146 af 1/10/2010_- Bekendtgørelse om kvalitetssikring af erhvervsrettet videregående uddannelse
- LBK nr. 1073 af 15/09/2010 Bekendtgørelse af lov om Danmarks Evalueringsinstitut

17 Provisions on Effective Date

The curriculum will come into force and be effective to students commencing the study programme per 1 September 2012.

17.1 Students on credit transfer

The programme manager may allow students from other programmes of higher education to study parts of this programme and take tests or exams accordingly. It is a condition that it is an approved part of their own programme.

18 Leave of absence

A student can be granted leave of absence on the basis of personal conditions. For further rules on leave of absence and the regulations applying to such students, reference is made to the rules of the institution on leave of absence (cf. internal network portal).

19 Reference to Ministerial Order and further rules and regulations

The Ministerial Order and other relevant judicial rules, including internal rules and regulations concerning the programme, are found at www.retsinformation.dk.

Corrigendum to

Curriculum for Bachelor of Financial Management and Services 2012 - 2016

Part 12.1 Rules on the Students' Obligation to Participate teaching (amended 11/12-12)
Corrections have been made to the guidelines concerning absence of more than 20 %.

The following has been changed on May 30th 2013:

The institution can offer an elective off 5 ECTS on the 6th semester instead of the trade specific project. It is still possible for the students to select the trade specific project.

Regarding the exams this means, that sales, marketing and project management will be evaluated at the same exam.

This means that (change marked with cursive):

6th semester	ECTS
Marketing III (Strategies)	2
Sales and Business	6
Project Management II	2
<i>Elective 1 (one possibility is 'Trade Specific Project')</i>	5
Elective subjects stage B One choice among: Financial Transactions and Counselling B (taught in Danish) Real Estate B (taught in Danish) Real Estate Administration B (taught in Danish) Auditing B (taught in English) Insurance B (taught in Danish) Each module is 15 ECTS.	15
Total	30

Internal and external exams:

Semester	Subject	ECTS	In brief
1 st semester	Organizational Psychology and Communication	10	1 st internal
2 nd semester	Business Economics and Economics (Microeconomics)	20	1 st external
2 nd semester	Business and Financial Law	10	2 nd external
2 nd semester	Marketing, Scientific Methodology and Project Management	15	3 rd external
2 nd semester	Sector Knowledge and Regulation	5	2 nd internal
3 rd semester	International Module, Economics (Macroeconomics) and Statistics	30	3 rd internal

3 rd semester	Advisory Sales and Services	5	4 th internal
4 th semester	Elective A	10	4 th external
4 th semester	Tax Law, Private Finances, Real Estate Financing, Counselling and Ethics	20	5 th internal
5 th semester	Internship	30	5 th external
6 th semester	<i>Elective 1</i>	9	6 th internal
6 th semester	<i>Project Management Marketing, and Sales and Business</i>	6	7 th internal
6 th semester	Elective B	15	6 th external
7 th semester	Elective C	5	9 th internal
7 th semester	Organizational Development and Management Tools	5	10 th internal
7 th semester	Bachelor Thesis	20	7 th external

Internal and external examinations

The National Network, May the 30th, 2013
