



Manchester
Metropolitan
University

MMU
Business School

BA (Hons) Business (Sandwich)

2012 Entry



This degree has been running for 20 years and has launched the careers of many successful business leaders and entrepreneurs. It includes a compulsory sandwich year that enables you to work for an organisation and apply your studies to real-life business situations.

BA (Hons) Business (Sandwich) combines the flexibility and choice of a broad-based business degree with the option to specialise during the later stages of the course on human resource management, finance, marketing, entrepreneurship or digital business. Throughout your degree you will have the opportunity to study a range of businesses (from small- and medium-sized enterprises to FTSE 100 companies) that operate in different sectors in the UK, Europe and overseas.

The placement year is sandwiched between Year 2 and the Final Year. It enables you to apply your studies to real-life business situations, 'test' possible career paths and develop skills that will enhance your employability. You will also

be encouraged to identify a work-based issue that you can explore and develop into a research project in your final year.

Special Features

- There are optional units in all years of study with the greatest flexibility coming in the Final Year where three of the four units provide option choices.
- The programme is taught by approachable, supportive staff with both academic and industrial backgrounds.
- We prepare you for employment by ensuring that the course has a balance of both practical and theoretical knowledge; consequently, the degree is well regarded by employers.

- The programme adopts innovative teaching methods which are supported by Moodle, podcasting and video links.
- Enterprise and entrepreneurship are strong features of the programme.
- Through the University's Uniwide language scheme you can study a language as part of your course. There are eight languages available – Arabic, Chinese, English as a Foreign Language (for students whose first language is not English), French, German, Italian, Japanese and Spanish.

Fact File

Full/Part-time:

Full-time

UCAS Code and Duration:

N100 – 4 years (sandwich)

Institution Code:

M40

Course Content and Structure

BA (Hons) Business (Sandwich) shares the same structure and units as the BA (Hons) Business Management degree. We are in the process of confirming the optional units and information will be posted to the University's eProspectus when it is ready, www.mmu.ac.uk/study

Year 1			
Global Context	Understanding and Managing People	Information Analysis and Finance for Business	Enterprise
Year 2			
Responsible Business	Marketing and Operations	Management and Organisation	Optional Unit
Placement			
Final Year			
Global Strategy	Core Optional Unit	Core Optional Unit	Optional Unit

You can use the core optional units in the Final Year to specialise in a particular business discipline by selecting two units from one subject. Alternatively you can opt for a broader approach and choose core optional units from two different disciplines. Subject to availability, the specialist choices are: Human Resource Management; Finance; Marketing; Entrepreneurship; Digital Business.

We regularly check the content of our courses and adapt them to ensure they prepare our students for graduate careers. Consequently, the information provided here and throughout this brochure is indicative and may change.

Sandwich Placements

A course with a sandwich route provides the opportunity to work for an organisation as part of your degree. This work experience is commonly referred to as a placement and you are usually paid a salary by your placement employer. The placement must be a minimum of 36 weeks but will usually last for 12 months and takes place after your second year of study.

Our Placement Office will help you find your placement. Our dedicated team has over 25 years' experience of matching students with employers and has been rated by students as one of the top four placement services in the UK (National Placement and Internship Awards 2010 and 2011). The services they provide include:

- Organising an annual placement and career development fair where you can

meet employers who have placement opportunities and graduate vacancies.

- Advertising over 1,000 vacancies from local, national and international employers each year.
- Delivering CV workshops that provide advice and tips about what to include in a CV and how to present yourself to your best advantage.
- Providing one-to-one advice about writing cover letters, CVs and application forms for the jobs you are interested in.
- Conducting mock interviews so that you can practice your interview technique and receive feedback on your performance.

It is your responsibility to be pro-active and apply for placement opportunities. The placement jobs market is competitive and we recommend that you start researching companies and opportunities during your first year and apply for positions from the start of your second year.

Research indicates that students who undertake a sandwich year as part of their studies are more employable. In 2010, 93% of Business School graduates who had completed a placement and were in employment were in graduate occupations.

For more information about our Placement Office please see www.business.mmu.ac.uk/placements

Study Experience

In your first year we recognise the need for additional support in your studies. We start your engagement in academic study at degree level as a 'dependant learner'. You will be strongly encouraged to fully engage with the course and develop your academic and personal skills. You start to learn and assimilate academic and practical knowledge and skills which you will use and enhance throughout your working life.

“Coming to Manchester Metropolitan University is so much more than learning theory from books; there is a real focus on employability and positioning yourself better to get a job. I’ve developed so much as a person since I started here; I’m not afraid to get out there and do things for myself.”

Zara Kamileen – BA (Hons) Business (Sandwich)

In your second year you will start to take greater charge of your own development and you will become more ‘inter dependant’ as a learner. We continue to support your development while you become the major driver.

In your third year you will spend a minimum of 36 weeks on a work placement. In previous years, our students have worked for Adidas (UK) Ltd, Aldi Stores Ltd, AQA, BUPA Hospitals Ltd, Enterprise Rent A Car, Esso, Fujitsu, IBM, John Lewis Partnership, L’Oreal, Media Edge Manchester, Rolls Royce, Toys R Us and Vauxhall. Your Placement Tutor will keep in touch with you to check on your progress and to help you plan your project and your return to study in the final year.

In your final year your tutors will encourage you to take full control of your development and become an ‘independent learner’ who is able to focus their studies towards their chosen career path and employment.

Assessment

Assessment throughout your degree will be both formative and summative, adopting a wide range of assessment mechanisms.

Formative assessment is based on work prepared by you for tutorials and workshops and your contributions to those activities. It does not form part of your formal mark or grade but it is a vital part of the learning process. Formative assessment helps you and your tutors determine whether or not you have understood the material and whether you are working in a satisfactory manner.

Summative assessment includes examinations, group or individual presentations, written essays and reports, poster presentations and portfolio collection and presentation. From the second year onwards these marks may contribute towards your final degree classification.

Students’ Experiences

“I have been given a lot of opportunities during my placement as well as training in sales, customer service, software and Microsoft Excel. I have also attended a number of sales conferences, exhibitions and photo shoots in places such as Enfield, London and Manchester. As my job role is involved heavily in marketing, I intend to specialise within this area in my final year at university and believe my job role as Marketing Executive will benefit me greatly when deciding on a topic for my dissertation.”

Rachel Moss

BA (Hons) Business (Sandwich)
Placement year at Findel Education

“IBM are very flexible as a company, there are no restrictions to what you can do - you can freely shadow executive members of staff and get yourself involved in other areas of the business. I have had a really good experience so far, as I am attached to a Senior Global Client Executive. I have had a lot of exposure to senior members of staff who have given me a real experience and knowledge of the business that we do here.”

David Collins

BA (Hons) Business (Sandwich)
Placement year at IBM

Career Development Opportunities

This course is a four year general business degree which enables you to focus on a particular career path prior to graduating. The sandwich year is a good opportunity to find out what it is really like to work in a particular business sector and it can really help shape your future career decisions.

Jobs are often, but not exclusively professionally based in sectors such as accounting, financial services, insurance and marketing. Some students continue their studies by applying to join professional bodies or by progressing to postgraduate study. Each year some students go on to set up their own businesses. The Business School has its own graduate incubator, Innospace, to help these students get started – visit www.innospace.co.uk for more information.

Tuition Fees and Financial Support 2012 Entry

We passionately believe that going to university is a real investment in your future. If you wish to follow a professional or vocational career and benefit from all the opportunities and rewards that this can offer, then going to university remains the best and most direct way of achieving this

UK/EU students

Tuition fees have increased for 2012 entry because government funding for higher education has been cut. However, the existing system of loans and grants has also been extended and improved to assist students in going to university. Your fees can be paid for by applying for a tuition fee loan and you will not have to pay any fees upfront. You do not have to start making repayments on student loans until the April after you graduate and only then if you are earning over £21,000.

The tuition fee for this programme for 2012 entry will be £8,000. If you are following the sandwich route, the cost of



Manchester
Metropolitan
University

This publication is available in alternative formats.
Please telephone +44 (0) 161 247 6472.

your placement year in 2014/15 is still to be determined. As a guide, the placement fee was £680 in 2012/13, and has historically increased by around 2.5% each year. This is subject to change, so please check out our website www.finance.mmu.ac.uk/students to determine the exact fee before you start your sandwich year.

Further information about fees, funding support and the University's £3,000 student support package for first year, full-time, first degree undergraduates whose household income is up to and including £25,000 is available from www.mmu.ac.uk/fees

International students

The tuition fees for students who do not qualify for UK or European Union (EU) status is £10,000 (2012 entry). There are a number of organisations that award scholarships to international students. Many of these scholarships are awarded a year in advance so you are advised to start your research at least 18 months before you plan to start your course. In addition, the University has a limited number of partial scholarships which are made through the Vice-Chancellor International Scholarships scheme. Please see www.mmu.ac.uk/international/scholarships for more information.

Typical Entry Requirements

UCAS tariff points

280 at A2 or an acceptable alternative such as BTEC National at Level 3

Non tariffed qualifications

A relevant Access to HE Diploma will be considered for entry to this course

International Baccalaureate

28 points

Specific subjects required

Level 2 (eg GCSE)

GCSE grade C, or acceptable alternatives, in English language and mathematics.

International students

Country-specific information about many international qualifications is available on our website at www.mmu.ac.uk/international

English language requirements

International students must achieve IELTS 6.0 with a minimum score of 5.5 in each unit (or an equivalent standard in an acceptable alternative such as TOEFL).

How to Apply

Application for all of our full-time undergraduate programmes is through UCAS. Please submit your application online at www.ucas.com.

Please contact UCAS' applicant helpline on **0871 468 0 468** if you have any queries or problems using the online application system.

Further Information

For information about our staff and the £75 million Business School in which you will be studying, please see www.business.mmu.ac.uk

Additional course and study information is available on our eProspectus, www.mmu.ac.uk/study

Full contact details for our Course Enquiries team, including telephone numbers and email addresses, are available from www.mmu.ac.uk/study/undergraduate/contact