## SCHOOL OF BUSINESS - ECONOMICS DIVISION
### CALENDAR 2016-2017

<table>
<thead>
<tr>
<th>Semester 1</th>
<th>26th September 2016 – 20th January 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2016</td>
<td>Monday 26th WEEK 10 Autumn Term &amp; 1st Semester begins</td>
</tr>
<tr>
<td>October</td>
<td>Monday 3rd WEEK 11 Lectures begin for MSc students</td>
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<tr>
<td>Monday 10th WEEK 12</td>
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<td>Monday 17th WEEK 13</td>
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<tr>
<td>Monday 24th WEEK 14</td>
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<tr>
<td>Monday 31st WEEK 15</td>
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<tr>
<td>November</td>
<td>Monday 7th WEEK 16</td>
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<td>Monday 14th WEEK 17</td>
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<tr>
<td>Monday 21st WEEK 18</td>
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<tr>
<td>Monday 28th WEEK 19</td>
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<tr>
<td>December</td>
<td>Monday 5th WEEK 20 Autumn Term ends Friday 9th December</td>
</tr>
<tr>
<td>CHRISTMAS VACATION (4 weeks)</td>
<td></td>
</tr>
<tr>
<td>January 2017</td>
<td>Monday 9th WEEK 25 Spring Term and Exams begin</td>
</tr>
<tr>
<td>Monday 16th WEEK 26 Exams end Friday 20th January</td>
<td></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Semester 2 &amp; Term 3</th>
<th>23rd January 2017 – 14th July 2017</th>
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</thead>
<tbody>
<tr>
<td>January 2017</td>
<td>Monday 23rd WEEK 27 Semester 2 and teaching begins</td>
</tr>
<tr>
<td>Monday 30th WEEK 28</td>
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<tr>
<td>February</td>
<td>Monday 6th WEEK 29</td>
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<td>Monday 13th WEEK 30</td>
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<td>Monday 20th WEEK 31</td>
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<td>Monday 27th WEEK 32</td>
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<td>March</td>
<td>Monday 6th WEEK 33</td>
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<td>Monday 13th WEEK 34</td>
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<tr>
<td>Monday 20th WEEK 35 Spring Term ends 24th March</td>
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</tr>
<tr>
<td>EASTER VACATION (5 weeks)</td>
<td></td>
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<tr>
<td>May</td>
<td>Monday 1st WEEK 41 Summer Term begins</td>
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<tr>
<td>Monday 8th WEEK 42</td>
<td></td>
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<tr>
<td>Monday 15th WEEK 43 Exams begin Monday 15th May</td>
<td></td>
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<tr>
<td>Monday 22nd WEEK 44</td>
<td></td>
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<tr>
<td>Monday 29th WEEK 45 Exams end Friday 2nd June</td>
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<tr>
<td>June</td>
<td>Monday 5th WEEK 46 Term 3 teaching begins</td>
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<tr>
<td>Monday 12th WEEK 47</td>
<td></td>
</tr>
<tr>
<td>Monday 19th WEEK 48</td>
<td></td>
</tr>
<tr>
<td>Monday 26th WEEK 49 Term 3 teaching ends</td>
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<tr>
<td>July</td>
<td>Monday 3rd WEEK 50 Revision period for Term 3 (whole week)</td>
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<tr>
<td>Monday 10th WEEK 51 Exam period for Term 3 (whole week)</td>
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<tr>
<td>September*</td>
<td>Monday 4th Exams begin Monday 4th September</td>
</tr>
<tr>
<td><em>(For those students who are required to resit/sit previously failed exams in September)</em></td>
<td></td>
</tr>
<tr>
<td>Exams end Saturday 9th September</td>
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</tr>
</tbody>
</table>
Table of Contents

Welcome from the Deputy Dean (Economics) ........................................................................................................... 6
1. Introduction .................................................................................................................................................................. 7
2. Induction programme .................................................................................................................................................. 8
   2.1 Registration (for new students) ......................................................................................................................... 8
   2.2 The Induction Programme ..................................................................................................................................... 8
   2.3 Fresher’s Fair and Student Societies .................................................................................................................... 9
   2.4 Any Further Questions ........................................................................................................................................... 9
   2.5 The Induction Timetable ........................................................................................................................................ 9
   2.6 Induction Outline for MSc Economics only .......................................................................................................... 13
   2.7 Induction Outline for MSc Business Analysis and Finance, MSc Banking and Finance, MSc Financial Risk Management, MSc Financial Economics ........................................................................ 14
3. The Economics Division .......................................................................................................................................... 15
   3.1 Research in the Economics Division .................................................................................................................... 15
4. Economics Division Communications ......................................................................................................................... 16
   4.1 Key Contacts .......................................................................................................................................................... 16
   4.2 Staff Directory ....................................................................................................................................................... 16
   4.3 Your Programme Notice Board & Blackboard ..................................................................................................... 18
   4.4 Student Communications and Personal Details ................................................................................................... 18
   4.5 Contacting the Deputy Dean (Economics) ............................................................................................................ 18
   4.6 Contacting Academic Staff ................................................................................................................................... 18
   4.7 Contacting Administrative Staff ............................................................................................................................ 19
   4.8 Handing in your written work etc ........................................................................................................................... 19
   4.9 Information on the Web ........................................................................................................................................ 19
5. IT Services ................................................................................................................................................................. 20
6. University Library ......................................................................................................................................................... 21
7. University Bookshop .................................................................................................................................................... 23
8. Teaching Methods and Study Skills ............................................................................................................................. 24
   8.1 Developing Effective Study Skills ........................................................................................................................... 24
   8.2 Problems or Difficulties in Studying? ..................................................................................................................... 24
   8.3 International Students ......................................................................................................................................... 24
   8.4 Dissertations, Projects and Other Written Assignments ....................................................................................... 24
   8.5 Research Methods Course ..................................................................................................................................... 25
   8.6 Reflect Lecture Capture ....................................................................................................................................... 26
9. Your Timetable ........................................................................................................................................................... 27
   9.1 Tutorial and Computing Groups ................................................................................................................................ 27
   9.2 Amendments and Alterations .................................................................................................................................. 27
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>18.7 Examination Failure</td>
<td>78</td>
</tr>
<tr>
<td>18.8 Resitting Examinations</td>
<td>78</td>
</tr>
<tr>
<td>18.9 Examination Feedback</td>
<td>78</td>
</tr>
<tr>
<td>18.10 Publication of Examination Results</td>
<td>78</td>
</tr>
<tr>
<td>19. Assessment Scheme</td>
<td>79</td>
</tr>
<tr>
<td>19.1 Assessment for MSc Degrees in Economics</td>
<td>79</td>
</tr>
<tr>
<td>19.2 Progression and Classification of Awards</td>
<td>79</td>
</tr>
<tr>
<td>19.3 Re-assessment</td>
<td>80</td>
</tr>
<tr>
<td>19.4 Assessment Scheme – MSc Economics</td>
<td>81</td>
</tr>
<tr>
<td>19.5 Assessment Scheme – MSc Banking and Finance, MSc Business Analysis and Finance, MSc Financial Economics and MSc Financial Risk Management</td>
<td>82</td>
</tr>
<tr>
<td>19.6 Postgraduate Diploma</td>
<td>83</td>
</tr>
<tr>
<td>19.7 Postgraduate Certificate</td>
<td>83</td>
</tr>
<tr>
<td>20. Prizes for Economics Students</td>
<td>84</td>
</tr>
<tr>
<td>21. Treatment of Medical and Mitigating Circumstances</td>
<td>85</td>
</tr>
<tr>
<td>22. Complaints and Academic Appeals Procedures</td>
<td>87</td>
</tr>
<tr>
<td>23. Referencing and Academic Integrity</td>
<td>88</td>
</tr>
<tr>
<td>23.1 What we mean by ‘plagiarism’, ‘self-plagiarism’ and ‘collusion’</td>
<td>88</td>
</tr>
<tr>
<td>23.2 Resources and advice to help you study with integrity and avoid committing plagiarism</td>
<td>88</td>
</tr>
<tr>
<td>23.3 Referencing style</td>
<td>89</td>
</tr>
<tr>
<td>24. Student Support Services</td>
<td>90</td>
</tr>
<tr>
<td>24.1 Career Development Service</td>
<td>90</td>
</tr>
<tr>
<td>24.2 AccessAbility Centre</td>
<td>90</td>
</tr>
<tr>
<td>24.3 Student Welfare Centre</td>
<td>91</td>
</tr>
<tr>
<td>24.4 Counselling and Wellbeing Service</td>
<td>91</td>
</tr>
<tr>
<td>24.5 Health Care and Registering with a Doctor</td>
<td>92</td>
</tr>
<tr>
<td>24.6 Learn at Leicester</td>
<td>92</td>
</tr>
<tr>
<td>24.7 Student Learning Development</td>
<td>93</td>
</tr>
<tr>
<td>24.8 Students’ Union Education Unit (ED)</td>
<td>93</td>
</tr>
<tr>
<td>24.9 Religious Representatives and the Chaplaincy</td>
<td>93</td>
</tr>
<tr>
<td>24.10 English Language Teaching Unit</td>
<td>93</td>
</tr>
<tr>
<td>24.11 Learn a New Language with Languages at Leicester</td>
<td>94</td>
</tr>
<tr>
<td>25. University Regulations</td>
<td>95</td>
</tr>
<tr>
<td>25.1 Attendance and Engagement Requirements</td>
<td>95</td>
</tr>
<tr>
<td>25.2 Personal Conduct</td>
<td>95</td>
</tr>
<tr>
<td>25.3 Term-time Employment</td>
<td>95</td>
</tr>
<tr>
<td>25.4 Withdrawal</td>
<td>95</td>
</tr>
</tbody>
</table>
25.5 Suspension of Studies ................................................................. 96
25.6 Normal periods of registration ................................................... 96
25.7 Academic Dress ........................................................................... 96
25.8 Residential Accommodation ....................................................... 96
26. Safety and Security ....................................................................... 97
   26.1 Safety awareness ..................................................................... 97
   26.2 Security awareness ................................................................. 97
27. Personal Belongings .................................................................... 98
28. Alumni ....................................................................................... 99
29. Staff Research Interests ................................................................. 100
Welcome from the Deputy Dean (Economics)

Welcome to the Economics Divisions at the University of Leicester. You have joined one of the largest and most successful Economics groups in the UK.

The Economics Division prides itself on a reputation for teaching and research excellence that few other Division of Economics can match. You will be taught by leading experts who have both an excellent academic reputation and real world experience. Our faculty is internationally renowned and its members have acted as advisers and consultants to many international and national organisations, including the European Central Bank, the United Nations, the International Monetary Fund, the Central Bank of Poland, the Central Bank of Greece, the European Competition Commission, and a number of UK Government departments. The close relationship between research and teaching is one of the great advantages of studying within the Economics Division.

Division of Economics has a long established and expanding programme of postgraduate study, offering five taught M.Sc. degrees in 2016-2017. Our M.Sc. Financial Economics degree has the distinction of being a Chartered Financial Analyst (CFA) Program Partner. Through our M.Sc. Financial Risk Management degree the Economics Division is an academic partner of the Global Association of Risk Professionals (GARP). There is a large and lively Ph.D. programme, which is closely integrated with the research activities of the faculty in the Economics Division. The M.Sc. degrees each have distinctive features and advantages, but the programmes are co-ordinated so that, together, we can provide a choice of courses that is both wide and varied.

Our Economics Division has a very large group of students, including many from overseas. I am sure you will be making many friends here and I hope you enjoy your time with us. With so much choice, we think that this handbook will be useful in helping and guiding you through the study arrangements, opportunities, and facilities available both in the Division and the University.

I am certain that your experience in the Economics Division will be productive, memorable, and successful. My colleagues and I are always available to assist you if you have any further queries, or any suggestions that may make your experience even more enjoyable.

I look forward to meeting you all over the coming year.

Stephen Hall
Deputy Dean (Economics)
1. Introduction

This handbook has been written to provide information to all our postgraduate students. It aims not only to explain the workings of the Division, the School of Business, and the wider University, but also to provide information that you will require throughout your degree programme. The contents will:

- outline the structure and organisation of the Division;
- advise on study skills and written work;
- explain our teaching and assessment methods;
- outline our programme structures and module content;
- advise on the aims and objectives of each degree programme;
- offer information on support services for students.

You will be provided with further information throughout the duration of your studies but we hope that this handbook provides a useful starting point to help you get the most from your course, and from your time at Leicester.

The University, School of Business, and Division are constantly evolving, so there may be elements of the handbook which are updated or changed during your time at Leicester. However, you can always find an up to date electronic copy online in the Division’s Student Information Centre at https://www2.le.ac.uk/departments/economics/support.

For current teaching and learning materials please login to Blackboard and check your Economics modules.

We welcome any comments or suggestions you may have about improving this handbook, or making any elements clearer. Please write to us at economics@le.ac.uk if you have any ideas for improvements or additions. We strongly welcome your feedback.
2. Induction programme

The Induction Programme for all new Economics postgraduate students will take place during the first week of term. The timings will differ depending on the degree that you will be studying.

The induction programme introduces students to staff, tutors and the working methods of the Economics Division. Issues relating to study skills, learning and teaching (including computer-based learning) are addressed in a variety of ways. Additionally, talks are given by the School of Business Deputy Dean Professor Stephen Hall, as well as representatives of the Economics Society, the David Wilson Library, the English Language Teaching Unit, and the University’s Career Development Service.

All students are expected to attend these sessions.

The Induction Programme timetables can be found in sections 2.5-2.7 of this handbook. They are also available on the web at [http://www.le.ac.uk/ec/registration](http://www.le.ac.uk/ec/registration)

2.1 Registration (for new students)

The University’s will have already sent the instructions to you about how to register but we hope to reiterate the most important elements below.

**Step 1: Online Registration**

You need to register for your degree programme online at [http://mystudentrecord.le.ac.uk](http://mystudentrecord.le.ac.uk). Instructions on how to complete the process can be found at [http://www2.le.ac.uk/offices/sas2/registration](http://www2.le.ac.uk/offices/sas2/registration) including further information and contact details should you need any help or advice.

As a student of the University you will be provided with a computer account that gives you an e-mail address and grants you access to a wide range of electronic resources and computing facilities. Access to these services is available both on and off campus for the duration of your studies. Upon completion of the registration process, your computer account will be created, and you should receive an email confirming your registration (usually within 24 hours). Confirmation by text message is also possible if you provide a mobile phone number. Please ensure you remember your username and password.

**Step 2: Collect your University ID card**

Your University ID Card is created as part of the registration process. If you have sent/uploaded a suitable photograph, your card will be waiting for you to collect when you arrive at University. If you are an international student you can collect your card at the visa checkpoint. If you are from the UK/EU you can collect your card at your Identity Check. Both will take place in the Student Services Centre, located in the Charles Wilson Building. Further information can be found online as follows:

- Visa checkpoint: [http://www2.le.ac.uk/offices/sas2/registration/visa-checkpoint/visa-checkpoint](http://www2.le.ac.uk/offices/sas2/registration/visa-checkpoint/visa-checkpoint).
- Identity Check: [http://www2.le.ac.uk/offices/sas2/registration/identity-check](http://www2.le.ac.uk/offices/sas2/registration/identity-check)

2.2 The Induction Programme

**Monday 12th September 2016 (MSc Economics only)**

**Monday 26th - Tuesday 27th September 2016 (all other MSc degrees)**

PLEASE NOTE THAT YOU MUST COMPLETE ONLINE REGISTRATION BEFORE YOU CAN ATTEND INDUCTION

All new MSc students should report to Room 017 (MSc Economics only) or the Lecture Theatre (all other MSc degrees) in the Astley Clarke Building at the time listed on the induction timetables in section 2.5 of this handbook. Please note that you will not normally be able to participate in the induction programme with the Division outside of the times advertised. A map of the campus can be found at [http://www2.le.ac.uk/maps](http://www2.le.ac.uk/maps).
Please ensure you have completed the online registration process before arriving. If you do not, you will not be able to participate in the induction programme. To speed up your induction, you can bring with you a copy of the confirmation email or text message that was sent to you by the University upon completion of online registration. However, please do not worry if you do not have this with you as we will still be able to verify your registration status using other means.

**Tuesday 13rd September 2016 (MSc Economics only)**

**Wednesday 29th September – Friday 30th September 2016 (all other MSc degrees)**

The rest of the induction programme offers you a welcome talk from the Deputy Dean (Economics) as well an introduction to the David Wilson Library, the Economics Society, the English Language Support Unit, and the University’s Career Development Service. You will learn more about your degree programme, the help and support available and the general facilities on offer at the University. Training will also be provided in study/research techniques and computing skills.

A copy of the induction timetable is in section 2.5 of this handbook. It is also available online at www.le.ac.uk/ec/registration as well as being posted on the notice boards on the ground floor of the Astley Clarke building.

### 2.3 Fresher’s Fair and Student Societies

**Fresher’s Fair (26th September – 30th September 2016)**

The University of Leicester Students’ Union organises a weeklong activity during the first week of term to welcome you and to offer you the opportunity to join societies and associations. With over 200 groups and societies in the union, there is something for virtually every student! Further information is available from the Students Union, Percy Gee Building, or can be found at [http://leicesterunion.com/](http://leicesterunion.com/).

**Economics Student Societies**

**Economics Society, Enactus**

There are a number of thriving student societies affiliated with the Economics Division that are here to help you make the most of your time at Leicester whether academically, socially or vocationally. Information on the Economics Society, Enactus and others will be available from the Fresher’s Fair in the Percy Gee Building. You will have the opportunity to join the Societies during the Fair.

### 2.4 Any Further Questions

If you are unsure about any aspect of the above information please feel free to contact a member of the Economics Reception between 09:00 and 17:00 or by emailing economics@le.ac.uk. Further details regarding registration and induction can be found at [http://www.le.ac.uk/ec/registration](http://www.le.ac.uk/ec/registration).

### 2.5 The Induction Timetable

The Induction Timetable, a brief summation of the induction programme and details of computing skills groups is on the following page but can also be located on this link [www.le.ac.uk/ec/registration](http://www.le.ac.uk/ec/registration).
<table>
<thead>
<tr>
<th>Monday 12 September</th>
<th>Tuesday 13 September</th>
<th>Wednesday 14 September</th>
<th>Thursday 15 September</th>
<th>Friday 16 September</th>
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<tbody>
<tr>
<td>9:00 – 10:00</td>
<td>Guided Campus Tour</td>
<td>Library Induction</td>
<td>EC7088 Mathematical</td>
<td>EC7088 Mathematical</td>
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<tr>
<td>10:00 – 11:00</td>
<td>(Meet in foyer of AC</td>
<td>10:00-10:30 AC 017</td>
<td>Methods for Economics</td>
<td>Methods for Economics</td>
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<tr>
<td>11:00 – 12:00</td>
<td>building)</td>
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<td>Lecture 10:00-12:00</td>
<td>Lecture 14:00-16:00</td>
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<tr>
<td>12:00 – 13:00</td>
<td>11:00-12:00</td>
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<td>ATT LG01</td>
<td>FJ L17</td>
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<tr>
<td>13:00 – 14:00</td>
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<tr>
<td>14:00 – 15:00</td>
<td>Compulsory Economics</td>
<td>14:00-16:00 ATT LG01</td>
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<tr>
<td>15:00 – 16:00</td>
<td>Division Induction</td>
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<tr>
<td>16:00 – 17:00</td>
<td>14:00 AC 017</td>
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<td></td>
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<td>17:00 – 18:00</td>
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</table>

Students are requested to regularly consult their email and course noticeboard outside Economics Reception. Students will also have access to their personal lecture timetable during induction week.

**KEY TO ROOMS:**  
AC: Astley Clarke Building  
AC 017: Astley Clarke Building, Room 017  
AC LG03: Astley Clarke Building, Room LG03  
ATT 219: Attenborough Building, Computer Room 219  
ATT LG01: Attenborough Building, seminar room LG01  
FJ L17: Fielding Johnson Building, seminar room L17
### Induction Week 2016 – MSc Economics only

**Induction Week 2016 – MSc Banking and Finance, MSc Business Analysis and Finance, MSc Financial Risk Management, MSc Financial Economics**

<table>
<thead>
<tr>
<th>Time</th>
<th>Monday 26 September</th>
<th>Tuesday 27 September</th>
<th>Wednesday 28 September</th>
<th>Thursday 29 September</th>
<th>Friday 30 September</th>
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<tbody>
<tr>
<td>9:00 – 10:00</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with A or B</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with C</td>
<td>Welcome Talk from Prof Zoe Radnor &amp; Dr Dan Ladley</td>
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<td>Computing Induction Class Group A</td>
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<tr>
<td>10:00 – 11:00</td>
<td>11:00 KE LT2</td>
<td>12:00 KE LT2</td>
<td>ATT LT1 11:00-12:00</td>
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<td>DW IT RI 13:00-14:00</td>
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<tr>
<td>11:00 – 12:00</td>
<td></td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with D or E</td>
<td>Library Induction for Postgraduate Students FJ SW PW 13:00-13:30</td>
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<td>Computing Induction Class Group B</td>
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<tr>
<td>12:00 – 13:00</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with F or G</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with R or S</td>
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<td>DW IT RI 14:00-15:00</td>
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<tr>
<td>13:00 – 14:00</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with H or I</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with T, U or Y</td>
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<td>DW IT RI 15:00-16:00</td>
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<tr>
<td>14:00 – 15:00</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with J or K</td>
<td>Compulsory Induction Talk for Surnames/Family Names commencing with W, X, Y or Z</td>
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<td>DW IT RI 16:00-17:00</td>
</tr>
<tr>
<td>15:00 – 16:00</td>
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<td>English Language Support Talk RAT LT 15:30-16:00</td>
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<td>16:00 – 17:00</td>
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<td>17:00 – 18:00</td>
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**Economics Division Induction: KE LT2 (Ken Edwards Building)**

**Welcoming Talk from Prof Zoe Radnor & Dr Dan Ladley**

**Library Induction for Postgraduate Students**

**English Language Support Talk**
If you are unsure which Computing group you are in, please consult the lists on the noticeboard outside Reception on Wednesday 30th September onwards. Students are requested to regularly consult their email and course noticeboard outside Economics Reception. Students will also have access to their personal lecture timetable during induction week.

**KEY TO ROOMS:**

- **ATT LT1:** Attenborough Building, Lecture Theatre 1
- **DW IT R1:** David Wilson Building, Ground Floor, Leicester Mercury Suite
- **KE LT2:** Ken Edwards Building, Lecture Theatre 2
- **FJ SW PW:** Fielding Johnson Building South Wing, Peter Williams Lecture Theatre
- **RAT LT:** Rattray Lecture Theatre
### 2.6 Induction Outline for MSc Economics only

<table>
<thead>
<tr>
<th>Monday 12th September</th>
<th>Tick</th>
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<tbody>
<tr>
<td>14:00 – 15:00</td>
<td>Compulsory Economics Division Induction talk (Astley Clarke Building, Room 017).</td>
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</table>

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<thead>
<tr>
<th>Tuesday 13th September</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:00 – 12:00</td>
</tr>
<tr>
<td>13:30 – 14:00</td>
</tr>
<tr>
<td>15:00 – 16:00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Wednesday 14th September</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 – 10:30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Thursday 15th September</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 – 12:00 and 14:00 – 16:00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Friday 16th September</th>
</tr>
</thead>
<tbody>
<tr>
<td>10:00 – 12:00 and 14:00 – 16:00</td>
</tr>
</tbody>
</table>
### 2.7 Induction Outline for MSc Business Analysis and Finance, MSc Banking and Finance, MSc Financial Risk Management, MSc Financial Economics

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Monday 26th September</strong></td>
<td>11:00 – 17:00</td>
<td>Economics Division Induction for surnames commencing A to K as detailed in the timetable. (Location: KE LT2, Ken Edwards Building)</td>
</tr>
<tr>
<td><strong>Tuesday 27th September</strong></td>
<td>11:00 – 17:00</td>
<td>Economics Division Induction for surnames commencing L to Z as detailed in the timetable. (Location: KE LT2, Ken Edwards Building)</td>
</tr>
<tr>
<td><strong>Wednesday 28th September</strong></td>
<td>11:00 – 12:00</td>
<td>Attend the Welcome Talk given from Prof Zoe Radnor, Dean of the Business School, and Dr Dan Ladley, Director of Taught Postgraduate Programmes. (ATT LT1 = Attenborough Building, Lecture Theatre 1)</td>
</tr>
<tr>
<td></td>
<td>13:00 – 13:30</td>
<td>Attend the Library Induction for Postgraduate Students (FJ SW PW = Peter Williams Lecture Theatre, Fielding Johnson South Wing).</td>
</tr>
<tr>
<td></td>
<td>15:30 – 16:00</td>
<td>International Students should attend the English Language Support Talk (RAT LT = Rattray Lecture Theatre)</td>
</tr>
<tr>
<td><strong>Friday 30th September</strong></td>
<td>13:00 – 17:00</td>
<td>Attend your computing induction classes. Information regarding your groups/times/rooms will be sent by email and can also be found on the postgraduate noticeboard on the ground floor of the Astley Clarke building.</td>
</tr>
</tbody>
</table>
3. The Economics Division

The Division is one of the UK’s leading academic centres for Economics, with an international reputation for both research and teaching at all levels. The Division has one of the largest graduating classes of economists in the country and has recently experienced rapid expansion in both its undergraduate and postgraduate intake, while at the same time raising its entry requirements across the board.

3.1 Research in the Economics Division

The academic and teaching staffs of the Division are researchers as well as teachers. In addition to teaching the discipline of Economics to students at the undergraduate and postgraduate levels, they actively contribute to the development and dissemination of new ideas in Economics.

The close relationship between teaching and research is one of the great advantages of studying at University. You will come into contact with staff who are actively engaged in the subject, not just teaching it as a fixed body of knowledge.

Members of the Economics Division at Leicester are active in many different research areas. A partial list includes:

- Financial development and economic development
- Political economy
- International economics
- Game theory and mechanism design
- Industrial organisation
- Macroeconometric modelling
- Economics of education
- Time Series Econometrics
- Behavioural economics and finance
- Computational methods in economics and finance
- Growth theory
- Innovation and market structure
- Evolutionary Game Theory
- Economic Theory
- Environmental Economics

The Division also has active research interests in the development of the European Union and the problems of transition in East European countries and concentrates on the economic issues that face Europe, post-1992: economic and monetary union; the marketisation and integration of eastern Europe into the European Community; industrial, regional and social policy in the ‘European Economic Space’; and the economic relationships between Europe and other trading groups (e.g. United States, SE Asia, and the developing countries).
4. Economics Division Communications

4.1 Key Contacts
As well as administrative staff and your personal tutor, you may need to contact other staff members if you have a specific query. Staff are available to give advice and support during their term-time office hours, although if you wish to see the Deputy Dean (Economics) you are encouraged to make an appointment (see 4.6):

<table>
<thead>
<tr>
<th>Role</th>
<th>Member of Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deputy Dean (Economics)</td>
<td>Professor Stephen Hall</td>
</tr>
<tr>
<td>Director of Postgraduate Research Programmes</td>
<td>Dr Subir Bose</td>
</tr>
<tr>
<td>Officers &amp; Tutors</td>
<td></td>
</tr>
<tr>
<td>Academic Progress Officer (attendance)</td>
<td>Dr Barbara Roberts</td>
</tr>
<tr>
<td>Director of Taught Postgraduate Programmes</td>
<td>Dr Dan Ladley</td>
</tr>
<tr>
<td>Deputy Director of Postgraduate Admissions (approves change of degree)</td>
<td>Dr Martin Foureaux Koppensteiner</td>
</tr>
</tbody>
</table>

4.2 Staff Directory
Day to day queries should be sent to: economics@le.ac.uk. You can find up to date contact details on the division’s webpage: https://www2.le.ac.uk/departments/economics/people.

<table>
<thead>
<tr>
<th>Name</th>
<th>Room Number</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Fabrizio Adriani</td>
<td>AC 114</td>
<td>0116 252 3371</td>
<td><a href="mailto:fa148@le.ac.uk">fa148@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Ali al-Nowaihi</td>
<td>AC 004</td>
<td>0116 252 2898</td>
<td><a href="mailto:aa10@le.ac.uk">aa10@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Svetlana Andrianova</td>
<td>AC 110</td>
<td>0116 252 2462</td>
<td><a href="mailto:sa153@le.ac.uk">sa153@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Badi Baltagi</td>
<td>-</td>
<td>-</td>
<td><a href="mailto:bb68@le.ac.uk">bb68@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Subir Bose</td>
<td>AC 208</td>
<td>0116 252 3420</td>
<td><a href="mailto:sb345@le.ac.uk">sb345@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Aris Boukouras</td>
<td>AC 206</td>
<td>0116 252 2170</td>
<td><a href="mailto:ab7@le.ac.uk">ab7@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Wojciech Charemza</td>
<td>AC 005</td>
<td>0116 252 2899</td>
<td><a href="mailto:wch@le.ac.uk">wch@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Sergio Currarini</td>
<td>AC 214</td>
<td>0116 252 5645</td>
<td><a href="mailto:sc526@le.ac.uk">sc526@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Panicos Demetriades</td>
<td>AC 112</td>
<td>0116 252 2835</td>
<td><a href="mailto:pd28@le.ac.uk">pd28@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Piotr Denderski</td>
<td>AC 010</td>
<td>0116 252 3703</td>
<td><a href="mailto:prd10@le.ac.uk">prd10@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Vincenzo Denicold</td>
<td>AC 104</td>
<td>0116 252 2629</td>
<td><a href="mailto:vd51@le.ac.uk">vd51@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Sanjib Dhami</td>
<td>AC 006</td>
<td>0116 252 2086</td>
<td><a href="mailto:sd106@le.ac.uk">sd106@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Carlos Diaz Vela</td>
<td>AC 127</td>
<td>0116 252 5368</td>
<td><a href="mailto:cdv7@le.ac.uk">cdv7@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Don Egginton</td>
<td>AC 211</td>
<td>0116 252 2885</td>
<td><a href="mailto:de61@le.ac.uk">de61@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Clive Fraser</td>
<td>AC 009</td>
<td>0116 252 5364</td>
<td><a href="mailto:cdf2@le.ac.uk">cdf2@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Deborah Gefang</td>
<td>AC 011</td>
<td>0116 252 2854</td>
<td><a href="mailto:dg171@le.ac.uk">dg171@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Dimitris Georgarakos</td>
<td>-</td>
<td>-</td>
<td><a href="mailto:dg180@le.ac.uk">dg180@le.ac.uk</a></td>
</tr>
<tr>
<td>Prof. Stephen Hall</td>
<td>AC 102</td>
<td>0116 252 2827</td>
<td><a href="mailto:sh222@le.ac.uk">sh222@le.ac.uk</a></td>
</tr>
<tr>
<td>Dr. Martin Hoskins</td>
<td>AC 207</td>
<td>0116 252 2904</td>
<td><a href="mailto:mdh@le.ac.uk">mdh@le.ac.uk</a></td>
</tr>
</tbody>
</table>
Mrs. Lynne Howey  
Prof. Martin Kaae Jensen  
Dr. Matthew Knowles  
Dr. Martin Foureax Koppensteiner  
Dr. Daniel Ladley  
Dr. Sara Lemos  
Dr. Francisco Martinez Mora  
Dr. Jesse Matheson  
Dr. Emi Mise  
Prof. Suresh Mutuswami  
Mr. Jim O’Hare  
Dr. Asako Ohinata  
Dr. Tania Oliveira  
Dr. Matthew Polisson  
Ms. Linda Ralphs  
Dr. Barbara Roberts  
Dr. James Rockey  
Dr. David Rojo-Arjona  
Dr. Andre Stenzel  
Dr. Richard Suen  
Dr. Arek Szydłowski  
Dr. Dimitrios Varvarigos  
Prof. Chris Wallace  
Prof. Eyal Winter  
Dr. Piercarlo Zanchettin  
Dr. Cheng Zhou

Mrs Ladan Baker (Undergraduate Programme Administrator)  
Mr Antony Balbier (Student Services Administrator)  
Mr Chet Bhundia (Examinations & Assessments Administrator)  
Mr Dan Carter (Examinations & Assessments Administrator)  
Mr Graham Collier (Senior Operations & Finance Administrator)  
Mrs Korin Grant (Student Support Manager)  
Miss Samantha Hill (Postgraduate Administrator)  
Mr Nick Jeffs (Teaching Quality Manager)

<table>
<thead>
<tr>
<th>Name</th>
<th>Room Number</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mrs Ladan Baker</td>
<td>Reception</td>
<td>0116 252 5667</td>
<td><a href="mailto:lb29@le.ac.uk">lb29@le.ac.uk</a></td>
</tr>
<tr>
<td>Mr Antony Balbier</td>
<td>Reception</td>
<td>0116 252 3909</td>
<td><a href="mailto:ab637@le.ac.uk">ab637@le.ac.uk</a></td>
</tr>
<tr>
<td>Mr Chet Bhundia</td>
<td>Reception</td>
<td>0116 223 1074</td>
<td><a href="mailto:cb204@le.ac.uk">cb204@le.ac.uk</a></td>
</tr>
<tr>
<td>Mr Dan Carter</td>
<td>Reception</td>
<td>0116 252 7371</td>
<td><a href="mailto:dc256@le.ac.uk">dc256@le.ac.uk</a></td>
</tr>
<tr>
<td>Mr Graham Collier</td>
<td>AC 016</td>
<td>0116 229 7376</td>
<td><a href="mailto:gic14@le.ac.uk">gic14@le.ac.uk</a></td>
</tr>
<tr>
<td>Mrs Korin Grant</td>
<td>AC 007</td>
<td>0116 252 2173</td>
<td><a href="mailto:kg53@le.ac.uk">kg53@le.ac.uk</a></td>
</tr>
<tr>
<td>Miss Samantha Hill</td>
<td>Reception</td>
<td>0116 252 2163</td>
<td><a href="mailto:sh208@le.ac.uk">sh208@le.ac.uk</a></td>
</tr>
<tr>
<td>Mr Nick Jeffs</td>
<td>Reception</td>
<td>0116 252 5643</td>
<td><a href="mailto:nrej1@le.ac.uk">nrej1@le.ac.uk</a></td>
</tr>
</tbody>
</table>
4.3 Your Programme Notice Board & Blackboard

Most of the learning materials and information you will require for your studies will be available on Blackboard, the University’s virtual learning environment (https://blackboard.le.ac.uk). However, some information will also be shared via a notice board in the division. Your programme notice board can be found in the ground floor corridor of the Astley Clarke building. This may include details of lecture timetables, seminar groups, and other important information. We would strongly recommend that you check your Blackboard module sites and your programme notice board on a regular basis.

4.4 Student Communications and Personal Details

The University keeps a record of your personal details such as your full name, addresses i.e. home address and term-time address, telephone numbers, personal email address and your emergency contact details. It is important to keep your details up to date as this will help you to receive information about your studies and exams and also ensure that official documents are provided to you with the correct name details.

You can check and update your details by logging-in to MyStudentRecord http://mystudentrecord.le.ac.uk using your University username and password. Click on the My Details tab and you will then be able to review and change your personal details.

It is important that you check your University email account frequently to ensure that you do not miss any important communication from the University.

4.5 Contacting the Deputy Dean (Economics)

To arrange an appointment with the Deputy Dean (Economics), please make an appointment to see him during his office hours, or email him directly. Professor Hall’s contact details and office hours can be found at http://www2.le.ac.uk/departments/economics/people.

4.6 Contacting Academic Staff

All of the academic staff within the division have term-time office hours displayed on their door and on the Economics website (see 4.9). If you require any advice or support regarding your course, you are more than welcome to see them at these times. If you need to see a member of staff outside these times we would strongly recommend that you contact them via email to arrange an appointment.
4.7 Contacting Administrative Staff

If you require any further information which is not contained in this handbook or on your programme notice board, please feel free to visit the Reception, where a member of administrative staff will be able to provide you with assistance. Reception can be found on the ground floor of the Astley Clarke building.

Reception Opening Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>9:00-17:00 during term time</td>
</tr>
<tr>
<td>Tuesday</td>
<td></td>
</tr>
<tr>
<td>Wednesday</td>
<td>10:00-13:00 out of term time</td>
</tr>
<tr>
<td>Thursday</td>
<td></td>
</tr>
<tr>
<td>Friday</td>
<td></td>
</tr>
</tbody>
</table>

Outside of these hours please feel free to contact staff using email (see 4.2). Reception is closed at weekends as well as public holidays and University closure days. A full list of University closure days can be found at http://www2.le.ac.uk/offices/hr/policies/abs/useful-dates/closure-days.

4.8 Handing in your written work etc.

As a student of the Economics Division you will be expected to complete written coursework. You will be provided with instructions as to where to hand this work in, and dates by which it is to be submitted. Some coursework will be submitted via Blackboard, whilst others may require paper copy submissions.

When submitting coursework, you are required to complete a Coursework Assessment Sheet, which is available from Reception. This should beattached to your work and handed to a member of the Reception staff. Please make sure that you write your Student ID number on both your coursework and the cover sheet.

4.9 Information on the Web

School of Business website: www.le.ac.uk/schoolofbusiness

Learning materials for your modules will be found on Blackboard the University’s virtual learning environment (https://blackboard.le.ac.uk). This will include items such as lecture notes, problem sheets, sample solutions and past exams.

In addition to Blackboard, you can access the ‘Student Information Centre’ on the Division’s website. The Student Information Centre contains valuable information regarding your chosen degree programme, module choices and support offered to you throughout your studies. You will be shown how to access this area during your Induction Week.

Student Information Centre: https://www2.le.ac.uk/departments/economics/support

Examples of the information in the ‘Student Information Centre’ pages include:

- Student Handbooks with module outlines
- Calendar and key contacts
- How to get support with your studies
- Careers and employability support
- Online forms
- Information about exams and assessment regulations
- How to provide us with feedback

If you have any difficulties accessing any material available on Blackboard or the Student Information Centre then you should email us at economics@le.ac.uk.
5. IT Services

Whilst studying at the University you will have a University IT account and email address. There are hundreds of University PCs available with Office 2013 and many specialist programs to help you with your studies.

Visit www.le.ac.uk/it4students for more information about:

- **Student email**: access your email and calendar anywhere; on your laptop or mobile device
- **Printing**: print from any device to a University printer
- **Microsoft Office**: available at no cost whilst you study at the University
- **IT Help**: visit the Help Zone in the Library, phone 0116 252 2253, ithelp.le.ac.uk for IT Self Service, web chat or email ithelp@le.ac.uk
- **IT Training**: attend our workshops in Word, PowerPoint and Excel
- **WiFi**: free access to eduroam wifi on campus, in student accommodation or at other universities
- **PCs on campus**: there are over 900 PCs available, with 350 located in the David Wilson Library (including 24/7 access during exam periods)
- **OneDrive**: the online storage location for all your files
- **Blackboard Virtual Learning Environment**: support and information for all your courses
- **Leicester Digital Library**: access to journals, databases and electronic books online
6. University Library

The Library is your gateway to high quality information relevant to your studies. Using it effectively contributes directly to your success.

The Library provides you with:

- access to a huge range of specialist digital and print information resources for your subject;
- help in finding and using information - online, face to face and by telephone;
- individual and group study space, including the Graduate School Reading Room exclusively for postgraduate students;
- PCs and wireless networking for your own device throughout the David Wilson Library;
- study and meeting facilities at the Brookfield Postgraduate Teaching Centre;
- services for distance learners and researchers.

The Library is a shared resource for all members of the University. Please respect it and observe the Library regulations available at www.le.ac.uk/library/about.

To get started, visit www.le.ac.uk/library.

For information about your subject, please visit http://www.le.ac.uk/library/find/subjects/economics.

6.1 Specialist support for researching your subject area

The Library has Liaison Librarians for each subject area. They may be contacted by email, phone or in person. You may find it particularly useful to contact them when beginning a piece of extended project work or dissertation.

The member of the library staff with special responsibility for Economics is Andrew Dunn. His telephone number is 0116 252 2055, or you can email him at librarians@le.ac.uk.

6.2 Books

The Library uses the Dewey Decimal Classification for books. Economics books are shelved at 330-339 on Floor 1 Blue Zone. Other material of potential interest is shelved elsewhere, for example:

- Computing (001.6) Floor 1 Orange Zone;
- Statistical theory & method (519) Floor 1 Blue Zone
- Business Management (658) (inc. Finance at 658.15) Floor 2 Yellow Zone;

6.3 Library Catalogue

The best way to find a book if you know its title or author is to consult the Library’s online catalogue, which is accessible via terminals located throughout the Library. Simply follow the on-screen instructions, and note the shelf mark of the required book. There are visual guides showing where books with that number are shelved, and this information can also be found on the Library website at http://www.le.ac.uk/library/find/shelflocations/library-collections. The catalogue will also indicate if the item is on loan; on loan items can be recalled (see 6.4 Library Account below).

You can also search for books over the Internet by using the ALL search tab on the Library home page http://www.le.ac.uk/library. Simply search and limit your results to Books.

6.4 Library Account

You can access your library account over the Internet to renew loans and request (recall) books. Simply click on Log in [Students and Staff]. If asked for a username and password log on using your IT account.
6.5 Online databases

Computer-based databases, including EconLit, Business Source Premier, The Guardian newspaper, and ASSIA (Applied Social Science Index and Abstracts) are available via the Internet and can be accessed from the Economics Subject Page at http://www.le.ac.uk/library/find/subjects/economics.

On the Find Data page you will also find http://www2.le.ac.uk/library/find/data/financial help with, information about and links to databases which hold numeric data.

6.6 Journals

The Library subscribes to a large number of journals. These are mainly electronic and can be accessed from the library homepage http://www.le.ac.uk/library. You can use the ALL search to search for articles or the Journals A-Z to search for journals. A few journals are only available in print. If you need one of these you will find them in the basement of the library, usually at PER 330.

6.7 Official Publications and Statistics Collections

These collections, which are shelved on Floor 2 Orange Zone of the Library, comprise British government publications and those of most important intergovernmental organisations, including: the United Nations; European Union; International Labour Organisation; International Monetary Fund and World Bank. If you need help locating an item in these collections ask a member of the Help Team.
7. University Bookshop

The Bookshop is owned by the University and is located on the ground floor of the David Wilson Library.

All prescribed and recommended texts are stocked, so that students can rely on the Bookshop for the books that they need in the course of their studies. We also sell a wide range of paperbacks and books of general interest. Books not in stock can be quickly provided to order. The Bookshop has a range of deals in the Autumn term which are exclusively for students.

Greetings cards, a wide range of stationery items and University of Leicester branded merchandise and clothing are always available.

The opening hours are:

- Monday to Friday: 9.00 a.m. - 5.30 p.m. (5.00 p.m. in vacations)
- Saturday: 10.00 a.m. - 2.00 p.m.

Contact: University Bookshop, David Wilson Library
+44 (0)116 229 7440 | bookshop@le.ac.uk | www.le.ac.uk/bookshop

Twitter: @LeicUniBookshop | Facebook: www.facebook.com/UoLBookshop
8. Teaching Methods and Study Skills

8.1 Developing Effective Study Skills

Support is available to help students to further develop their study skills to ensure you are successful and effective in your academic studies. There are sessions related to planning your dissertation, preparing presentations and academic writing, to name but a few. More information about study support and the development of study skills can be found on the Student Information Centre on the division’s website https://www2.le.ac.uk/departments/economics/support.

Library skills are learned through an organised library visit in the first week of term, associated with a library exercise.

The aim of all this is to help you to become better at studying, and to understand the nature of postgraduate level education and your own responsibilities for learning. This in turn should enhance your understanding and enjoyment of your course and reflect well on your employability.

8.2 Problems or Difficulties in Studying?

Some students experience difficulties in studying, for example, writers block, a specific learning difficulty or disability. Your Personal Tutor, Supervisor or Programme Co-ordinator will be more than willing to help, but if you require further assistance or would like to talk to someone in confidence, then please feel free to contact the Division’s Student Support Manager (see 4.2), the AccessAbility Centre in the David Wilson Library, or the Student Welfare Service in the Student’s Union building. (See sections 24.2 and 24.3 for further information).

In certain circumstances, students with specific learning difficulties may be given special examination arrangements when suitable supporting evidence is provided. The most commonly granted arrangement is extra time; fifteen minutes per hour is usual and the limit is twenty minutes per hour. For further information on these arrangements, please consult the AccessAbility Centre.

8.3 International Students

All students whose first language is not English, will be offered the opportunity to gain support from our English Language Teaching Unit and to participate in English language classes (see Section 24.10).

8.4 Dissertations, Projects and Other Written Assignments

Written assignments in general, and dissertations and theses in particular, must all be your own work. It is acceptable to use sources of data, articles, books, etc, in the composition of your work, provided these sources are acknowledged by a proper reference. In particular direct quotations or passages which rely very heavily on another source must be clearly referenced. This is especially important where the written work is part of your module assessment. In such a case, using borrowed sources without acknowledging them, in other words plagiarism, is treated as equivalent to cheating in an examination, the consequences of which are spelt out in the postgraduate regulations. If you are in any doubt about what counts as plagiarism, then consult your tutor or refer to the “Avoiding Plagiarism” information available online: http://www2.le.ac.uk/offices/careers/id/resources/study.

Also, see section 23 of this Handbook. Where there is any doubt about plagiarism, you may be required to attend a viva voce to explain sources of material in assignments and to demonstrate that they fully understand the material they have presented.

EC7080 (MSc Economics)

The dissertation is written under supervision over the period June to September and requires you to demonstrate your understanding of economic and empirical analysis in a research context. You should consider topics for your dissertation during the first semester. These must be registered with the Postgraduate
Administrator by the date specified in the dissertation module outline. Supervisors will be members of staff. Outlines for the dissertation should be prepared by the end of the second semester in consultation with course leaders and other members of staff. Students will be expected to present a first version in a written research proposal and orally to a small audience. Full time work on the dissertation will be during the summer period. Students must attend a programme which will include guidance in the preparation of the presentation and the written dissertation. Details are contained in the 'Module Outline' for EC7080 Dissertation.

**EC7110 (MSc Banking and Finance, MSc Business Analysis and Finance, MSc Financial Risk Management, MSc Financial Economics)**

This module will be studied over the summer and teaches analytical and research skills useful for writing reports or dissertations with an empirical component. A typical dissertation might involve writing an investment report on a company - a task a graduate may have to perform in employment in the finance industry.

The dissertation requires you to demonstrate your understanding of financial analysis in a research context. You will select appropriate techniques and apply the skills learnt during your degree (potentially from any and all modules) in a focussed project. You will be required to organise your research and to communicate your results concisely to a specific audience. Details are contained in the 'Module Outline' for EC7110 Dissertation.

**8.5 Research Methods Course**

There are two aspects to this course which all MSc students are required to attend. A programme of separate sessions in semesters one and two; and Projects, dissertations and presentations associated with individual modules and in particular the dissertation modules EC7080 and EC7110.

**Programme of Special Sessions**

**Semester 1**
- 1 Hour: Induction into Economics Division. (Week 10)
- 1 Hour: Computing in the Economics Division. (Week 10)

**Semester 2**
- Five one hour sessions on presentation skills and report writing provided by members of the Student Learning Centre and the Economics Division

**Elements Integrated with Modules**

Several of the first semester modules require the completion of projects. These will be supervised by your course teachers. You will be expected to give short presentations to discuss these projects and will receive comments. The projects are an important part of the assessment but the presentations will not count towards the module mark.

Some second semester modules require the completion of projects and presentations. Marks will be awarded for the presentations in many of these. Details will be provided in module hand-outs at the beginning of the semester.

The dissertation module EC7080 requires you to give a presentation, which counts as 15% of the total marks for the module (MSc Economics only).
8.6 Reflect Lecture Capture

Reflect is the University’s lecture capture service. Where you see the Reflect poster, teacher-led activities will be recorded unless your lecturer has chosen to supply alternative equivalent materials. There will be a green light at the front of the room to show you recording is taking place. These recordings aim to supplement your attendance and enhance learning, help independent study by allowing you to revisit complex ideas, improve note taking, and study at your own pace.

- Lecture recordings will typically include the lecturer’s voice synchronised with the lecture slide set, and be uploaded onto Blackboard up to 3 working days after the lecture.
- Lecture recordings will typically be unedited, and will thus include background noise at the start and end of the lecture, and interruptions etc.
- Not all modules will have lectures recorded. This might be due to the nature or sensitivity of the material, for example. The lecturer will inform you at the start of your module if this is the case, and provide alternative ‘equivalent’ material on a week by week basis.
- Lecture recordings (or ‘equivalent’ material) will allow you to return to the lecture material if you are unsure about certain material discussed in the lecture.
- Viewing of lecture recordings (or ‘equivalent’ material) is not a substitute for lecture attendance. Attendance at lectures continues to be mandatory and will be monitored.

For more information please visit the Reflect website: [www.le.ac.uk/reflect](http://www.le.ac.uk/reflect)
9. Your Timetable

Your timetable will be available for you to view via the University’s online portal MyStudentRecord to which you will log-in using your University IT account. Instructions as to how to log-in and download the timetable are provided on the Division’s Student Information Centre at https://www2.le.ac.uk/departments/economics/support.

The Division utilises the University’s CMIS system to produce a personalised timetable for you. Lecture timetables will also be available on the notice boards outside Reception in the Astley Clarke Building. Your seminar times will only appear on your personalised timetable, available online. They cannot be published on the noticeboards so you must log-in to check the times of your seminars.

If you have any queries as to the times and scheduling of classes, or difficulty accessing your individual timetable please contact the Division's Reception during its opening hours or email economics@le.ac.uk. You should also inform Reception of any clashes in the classes assigned to you, although this is a rarity. The Division’s Timetabling Officer is the Teaching Quality Manager who is responsible for building the best possible lecture, seminar and tutorial timetable to meet the needs of students on undergraduate and postgraduate programmes, taking into account the availability of staff and University rooms. Official teaching times are 09:00 to 18:00, and students are expected to be available between these hours.

Teaching events begin on the hour and finish at ten minutes to the hour therefore allowing for travel between classes/lectures. For example a lecture beginning at 10:00 will finish at 10:50 and allow students and staff 10 minutes travel time before the beginning of the next teaching session.

9.1 Tutorial and Computing Groups

You will be assigned to a seminar, tutorial and/or computing group for each module you study. You cannot normally change the group to which you are assigned. If there are medical or mitigating reasons that prevent you from attending a class at a particular time, please consult the Postgraduate Administrator, the Division’s Reception or email economics@le.ac.uk. Please however note that part time employment commitments are not sufficient grounds for you to change the time or group you are assigned to. Consideration will only be given to requests to change your tutorial group within the first 2 weeks of term. Requests received after this time will not be considered.

9.2 Amendments and Alterations

Amendments and alterations may be made to the teaching timetable during the course of the term. You are strongly advised to check your Blackboard module sites, email and programme notice board regularly to keep abreast of any changes. If you have any queries with the timetable, please contact the Postgraduate Administrator or the Division’s Reception who will be happy to help you.
10. Student Obligations/Staff Obligations

10.1 Teachers Responsibilities and Obligations (Taught Courses)

Your tutors owe you the same degree of courtesy and consideration as they expect from you. It is reasonable for you to expect teaching staff to:

- treat you fairly and impartially regardless of sex, gender, sexual orientation, gender re-assignment, colour, ethnic or national origin, age, socio-economic background, disability, religious or political beliefs in accordance with the University’s policy on equal opportunities.
- start and finish classes punctually.
- keep appointments they make with you,
- advertise office hours when they will be available to talk to students on a ‘drop-in’ basis,
- answer questions helpfully in tutorial and other small group sessions,
- listen to your views (whether individually or through the structure of the Staff-Student Committee),
- return coursework promptly and with helpful comments,
- take action on your behalf if you ask for help with a problem.

10.2 Student’s Responsibilities and Obligations (Taught Courses)

The University expects its students to behave responsibly and with consideration to others at all times. The University’s expectations about student behaviour are described in:

- the Student Charter
- the Regulations governing Student Discipline
- the Student Code of Social Responsibility
- the Code of Practice governing Freedom of Speech
- the University’s regulatory statement concerning Harassment and Discrimination

These can be found at www.le.ac.uk/senate-regulations

This following list summarises some of your responsibilities:

- registering for your modules by the deadlines set by the University,
- keeping a diary of regular and one-off classes to attend, appointments with tutors or personal tutors.
- making the best use of academic support, including tutors’ office hours,
- arriving on time for classes, appointments, and exams,
- using blank study periods in your timetable in a disciplined way, especially as opportunities for study,
- managing your own time and workload,
- meeting deadlines for assessed work,
- making best use of the University’s opportunities and resources (IT facilities, Library, etc),
- informing your tutors (directly or via the Postgraduate Administrator) beforehand if you cannot attend a tutorial or appointment,
- informing the Division immediately if you are ill or have a problem that will affect your academic work,
- respecting staff office hours and ‘do not disturb’ periods,
- residing in or near Leicester throughout terms, as you are required to do by the University,
- informing the University of any change of address,
- observing the University’s regulations and code of conduct.
10.3 Mitigating Circumstances

The University recognises that students may suffer from a sudden illness or other serious event or set of circumstances which adversely affects their ability to complete an assessment or the results they obtain for an assessment. In such cases the mitigating circumstances regulations and procedures may be applied. These regulations are designed to ensure the fair and consistent treatment of all students.

You must keep the division informed at all times of any personal circumstances that may impact upon your ability to study or undertake assessments. Tell the division about any such circumstances at the time they occur. You need to supply supporting documentation (e.g. a medical certificate) as soon as possible and no later than the deadline relevant to the assessment(s) affected. Normally, the deadline for submission of a mitigating circumstances claim will be no later than five working days after the assessment deadline to which it relates.

See www.le.ac.uk/sas/regulations/mitigation for full details of the mitigating circumstances regulations and procedures, including the University’s definition of a mitigating circumstance.

10.4 Neglect of Academic Obligations

You are expected to attend all learning and teaching events which are timetabled for you. These include lectures, tutorials or practical classes. You are also expected to submit work within the deadlines notified to you. Persistent failure to attend taught sessions and/or to submit work, without good cause, will be considered to be a neglect of academic obligations. Procedures for dealing with neglect are set out within the University’s regulations (see http://www.le.ac.uk/senate-regulation4 ‘Neglect of academic obligations’). In the most serious of cases of neglect the University has the right to terminate a student’s course.
11. Personal Tutor System

The current guidelines on the operation of the personal tutor system are available at: http://www.le.ac.uk/ua/ac/quality/guidelines/cotiptut.pdf. You will be allocated a personal tutor on your arrival here, who will act as your personal tutor for the duration of your programme.

From discussion of academic progress, to friendly advice on personal matters; personal tutors are there to provide support, advice and guidance on an individual level. Common topics for discussion may include course changes, study progress, module choices, exam results, career opportunities or more personal problems such as accommodation or financial difficulties. The personal tutor system operates in accordance with the Code of Practice on Personal Support for Students: www.le.ac.uk/sas/quality/personaltutor

If necessary your personal tutor will speak on your behalf in discussion of, for example, examination difficulties or problems with particular modules. It is therefore essential that you let your personal tutor know about any such difficulties, and of any absences from the University or from examinations. If you need medical help you should ask a doctor either to send a medical note to your tutor, or to provide you with a medical note to give to your tutor. If you wish to change tutor, you should contact the Economics reception. If you feel unable to discuss a problem with your tutor you are encouraged to see the Deputy Dean (Economics) or the Student Support Manager. To see the Deputy Dean (Economics), please arrange an appointment (see section 4.6).

When your Personal Tutor is not available and you require urgent help or advice, please contact the Economics Reception or the Student Support Manager.
12. Student Feedback

The Economics Division places great value on the feedback it receives from students concerning their teaching and learning experiences and attempts to integrate this back into the Curriculum.

There are a number of ways that you can provide feedback on your student experience:

- Raise any concerns you may have with Module Leaders and Tutors directly
- Speak to your Course Representative who can present your concerns at Staff-Student Committee
- Email us on economics@le.ac.uk with your concerns
- Complete the end of term module evaluation - all modules are subject to a detailed student questionnaire every year
- Complete the general degree programme questionnaire in your final year
- Speak to the Student Support Manager or Teaching Quality Manager

The Head of the Learning & Teaching Committee, the Deputy Dean (Economics) and the teachers of individual modules all have access to the detailed results of these student questionnaires. Staff and tutors take careful note of comments made, which are discussed in regular formal staff appraisal sessions.

12.1 Staff-Student Committee

The Postgraduate Staff-Student Committee also acts as a vehicle for feedback from students about lectures, seminars and classes in individual modules, although it is requested that in the first instance students raise any problems or issues with the lecturer or tutor concerned. The minutes of our Staff Student Committee meetings are available in the Student Information Centre (https://swww2.le.ac.uk/departments/economics/support).

The Committee meets twice each semester and consists of the Director of Postgraduate Research Programmes, the Director of Taught Postgraduate Programmes, the Teaching Quality Manager, the Student Support Manager, the Postgraduate Administrator, and one representative of each of the MSc degrees (who are elected early in the first semester).

Further information regarding the election will be available in October along with a list of members of the Committee once elected and minutes of meetings held during the semester. Alternatively this information is available in the Student Information Centre.

Training for student representatives on Staff-Student Committees is provided by the Students' Union’s Education Unit.

If you would like to raise an issue at a meeting you should contact your course representative. If for any reason you are unable to reach them you may write directly to the Chair via the Teaching Quality Manager or the Postgraduate Administrator (see section 4.1).
13. Societies

13.1 Economics Society

The University of Leicester Economics Society is a popular society which is open to all students regardless of course studied. It is run by students for the benefit of students. The Society aims to foster and further the interest in economics throughout the University and to provide for the social, careers, intellectual and sports interests of its members.

Throughout the academic year we hold highly popular social events and gatherings ranging from bar crawls to Christmas/post-exam parties and meals. We also enter both a football and basketball side every year which takes part in the University Intramural League and Cups, both of which have had varying levels of success.

The society will also be inviting a variety of companies and special guest speakers to run workshops and make presentations. These events aim to make members aware of the different opportunities available to them, give information about what prospective employers are looking for and improve skills to make members more employable. Examples of past academic events include special skills session on; Commercial Awareness, Negotiation Skills, Leadership Skills, Business Games, CV and application forms and Teamwork and Presentation Skills.

We also communicate effectively any appropriate career promotional material to our members via email, Facebook and Twitter. The society also offers support and advice for new and old students, and with the committee’s invaluable experience, there is no question or query which cannot be answered! The Society also has strong links with the Economics Division and encourages students to meet up informally once a term with the Deputy Dean (Economics) to discuss the running of it.

The society acts as an excellent way for members to meet, socialise and network with fellow students with similar interests and encourages students to become more involved in Economics at the University of Leicester. Members benefit from joining the society by getting discounts to all social events and merchandise and being kept informed of all career support material.

Please come and find us at the Fresher’s Fair if you are interested in joining or have any questions or suggestions for the society. In the meanwhile please find us on Facebook and Twitter for any more information or to be informed on future events, as we have both a group and fan page, simply search for the University of Leicester Economics Society. You can also find us on the notice board outside the lecture theatre in the Astley Clarke building and follow us on Twitter.com as @uolecon.

Economics Society
13.2 Enactus

Enactus (formerly known as SIFE) is a global network uniting students from 59 universities in the UK, and in 36 different countries globally, working with communities from across the world. The organisation takes on community projects such as organising Farmer’s Markets on campus and starting social enterprise projects to tackle food waste.

In the process students develop leadership, teamwork and communication skills. Whilst Enactus is not exclusive to Economics students, it has proved popular with our students in recent years. For more information please visit http://www.enactusleicester.co.uk, find us on Facebook, or follow us on Twitter @enactusleiceste.
14. Careers and Employment References

The Economics Division has a dedicated Careers Tutor who works closely with the Student Support Manager and the Career’s Service to provide individual careers support to students. There is a Careers Notice Board on the ground floor corridor of the Astley Clarke building which provides you with up-to-date information on careers talks, workshops, employer presentations, campus recruitment visits and work experience opportunities. You will also find careers information on the Student Information Centre section of the Division’s website https://www2.le.ac.uk/departments/economics/support.

In addition to Careers talks the Economics Division encourage students to participate in extracurricular activities, Leicester Award programmes and part-time work. We actively seek out partnerships with employers to help ensure that our teaching is relevant and that your employability skill development needs are being addressed. All module outlines include a section on ‘Employability’ which describes the types of transferable skills students can expect to gain through undertaking that particular module.

14.1 Employment References

The Economics Division will provide job references for you to aid you in any applications. The following should be noted:

- Students may approach any member of staff they feel they know to ask for a reference, usually the academic or personal tutor and are encouraged to do so. In cases where a student is unable to do this, the Deputy Dean (Economics) or Economics Reception will provide a general reference.
- The member of staff who is acting as your referee will require brief details of the post you have applied for, and in the case of past students some additional information about your activities since leaving the University. Please be sure to ask in advance for a member of staff to act as a referee.

The University’s Student Support Centre will also supply evidence of courses taken and examinations passed.

14.2 Course Syllabus and Transcripts

All graduating students receive a transcript showing their examination results/module marks. Students are requested to make photocopies of these documents as necessary for their own use. Please note that the University reserves the right to charge for replacement copies.

Some employers/professional bodies require more information about courses than can be given in the degree course syllabus and students are therefore advised to retain the detailed outlines and reading lists from their modules.

Copies of outlines and reading lists may be obtained by former students by contacting the Postgraduate Administrator. A fee may be charged for the provision of such materials in certain circumstances. You will be informed of this in advance.

14.3 Additional Guidance on Employability

Employers seek candidates who have 1) succeeded in their studies, 2) gained some form of relevant experience and 3) are able to articulate what this means for their personal career aims. The Economics Division therefore see Employability as being the combination of these three aims and work with the Career Development Service to provide support in these areas accordingly.
The Student Support Manager in the Economics Division collaborates with the Career Development Service to develop new opportunities for students and is able to provide students with advice and guidance regarding employability. All students will have timetabled careers/employability sessions as part of their course, which are designed to reflect the stage of their studies and career development.

Please visit the Student Information Centre website on the Economics website (https://www2.le.ac.uk/departments/economics/support) for the latest information about events and activities related to graduate employability, careers support and transferable skill development.

**Ten ways a student can develop their employability:**

“Applicants lack the right combination of academic and soft skills” - this is something many employers say about graduates. Ensure that you are not in this category by developing your employability skills:

1. Research and talk through your ideas with an adviser from the Career Development Service and with your departmental Careers Tutor and/or Student Support Manager.
2. Link what you learn within your modules to how you could use it in the wider world (e.g. specific subject knowledge and skills you use such as problem-solving and team-work). All Economics module outlines include a description of how the syllabus is intended to help develop your employability skills.
3. Undertake a work placement or internship after the second year or during vacations and think through what you have gained from the experience.
4. Do some voluntary work. The Career Development Service collaborates with the Students’ Union to organise volunteering opportunities, ranging from marketing to counselling. www.le.ac.uk/volunteering.
5. Speak to employers about what they expect from you (many employers hold workshops and presentations on campus or attend careers festivals, arranged by the Student Support Manager and the Career Development Service). Make use of Social Networks such as Twitter and LinkedIn to increase your awareness and networking capabilities.
6. Get some work experience or work shadow somebody in the type of job or organisation you find interesting. This will help you decide if it’s really for you.
7. Take an active role in Students’ Union activities and within the Economics division to develop your communication, organisation, interpersonal and related skills.
8. Develop study skills, such as presentation and communication skills with help from the Careers Service Learning Development Team http://www2.le.ac.uk/offices/ssds/sd/ld
9. Participate in one of the Leicester Award for Employability programmes – contact laes@le.ac.uk.
10. Engage in the timetabled employability sessions offered in the department and attend any talks, workshops and careers events organised within the department and the wider University.

Further details are available at: www.le.ac.uk/careers

**Social Media and Employability**

The Economics Division recognises that appropriate use of social media (e.g. Facebook, Twitter, LinkedIn) can enhance students’ lives while at university and improve their employability. These online tools can help students
make friends, keep in touch with family and provide a supportive peer group. They also offer students invaluable networks relevant to their academic studies and career plans. The Student Support Manager can provide information for students on existing social media networks and appropriate use of such tools.

There is an Economics Division LinkedIn Group (www.LinkedIn.com) which we invite all students and alumni to join. This is an excellent way to expand your networks and make contact with alumni, colleagues and potential employers.
15. Degree Programmes

15.1 Change of Degree Programme

All proposed changes of programme must be discussed with your Personal Tutor. Changes of course or module require approval by your department and will only be allowed in certain circumstances.

See www.le.ac.uk/sas/courses/transfercourse for details of the procedures involved and deadlines that apply. The form can also be obtained from the Economics Reception.

15.2 Registration on Taught Programmes

The normal period of registration for a campus-based masters degree programme is 12 months full-time or 27 months part-time and the maximum period is 24 months full-time and 48 months part-time.

15.3 Programme and Module Specifications

View the programme and module specifications for your course via www.le.ac.uk/sas/courses

In the programme specification you will find a summary of the aims of your course of study and its learning outcomes, alongside details of its teaching and learning methods and means of assessment. The programme specification also identifies the core modules that make up the course and any choice of optional modules. Each module has its own specification that formally records that module’s aims, teaching and learning methods, assessment components and their percentage weighting.
### 15.4 MSc in Economics

**Period of registration:** One year full-time

**Programme aims**

This degree aims to provide students with a thorough understanding of the theory and techniques of modern economic and econometric analysis. It also aims to provide students with an opportunity to demonstrate their acquired skills by applying them to a research topic.

**Curriculum:**

All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7085</td>
<td>Macroeconomic Theory I</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7086</td>
<td>Microeconomic Theory</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7087</td>
<td>Econometric Theory</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7088</td>
<td>Mathematical Methods for Economics</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7058</td>
<td>Applied Microeconometrics</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7059</td>
<td>Applied Macroeconometrics</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7089</td>
<td>Game Theory</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7102</td>
<td>Macroeconomic Theory II</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7080</td>
<td>Dissertation (July-September)</td>
<td>-</td>
<td>C</td>
<td>60</td>
</tr>
</tbody>
</table>
15.5 MSc in Banking and Finance

Period of registration: One year full-time

Programme aims
This degree uses the analytical approach of Economics to develop the methods used in modern banking and finance and an assessment of their impact on business firms. The course offers a comprehensive training in the principles of banking and finance to provide a foundation for a wide range of professional activities.

Curriculum:
All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7084</td>
<td>Principles of Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7091</td>
<td>Quantitative Methods for Business and Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7093</td>
<td>Principles of Banking</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7095</td>
<td>Financial Statement Analysis</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7075</td>
<td>International Money &amp; Finance</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7090</td>
<td>The Macroeconomic Environment</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7107</td>
<td>Advanced Money and Banking</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7110</td>
<td>Dissertation (July-September)</td>
<td>Summer</td>
<td>C</td>
<td>30</td>
</tr>
</tbody>
</table>

Candidates will also take two optional modules from the following in the second semester:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7061</td>
<td>Corporate Finance</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7076</td>
<td>Financial Derivatives</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7097</td>
<td>Financial Risk Management</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7098</td>
<td>Fixed Income Securities</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7104</td>
<td>Market Microstructure and Trading</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
</tbody>
</table>

Candidates will also take one optional module from the following in Term 3 (Summer):

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7094</td>
<td>Behavioural Finance</td>
<td>Term 3</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7105</td>
<td>Business and Financial Forecasting</td>
<td>Term 3</td>
<td>O</td>
<td>15</td>
</tr>
</tbody>
</table>
15.6 MSc in Business Analysis and Finance

Period of registration: One year full-time

Programme aims:
The degree is designed for Economics and Business Economics graduates who intend to pursue a career in the business sector, and for those already working in business who wish to develop relevant skills. In addition to the opportunity to acquire expertise in general economics and quantitative analysis, the course provides a core of essential material in the fields of business strategy, finance, planning, forecasting and decision making. Training is provided in the use of computer software for the formulation and solution of business problems.

Curriculum:
All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7084</td>
<td>Principles of Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7091</td>
<td>Quantitative Methods for Business and Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7095</td>
<td>Financial Statement Analysis</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7108</td>
<td>Microeconomics</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7071</td>
<td>Economics of Organisation</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7061</td>
<td>Corporate Finance</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7101</td>
<td>Regulation of Business</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7105</td>
<td>Business and Financial Forecasting</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7110</td>
<td>Dissertation (July-September)</td>
<td>Summer</td>
<td>C</td>
<td>30</td>
</tr>
</tbody>
</table>

Candidates will also take two optional modules from the following

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7075</td>
<td>International Money &amp; Finance</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7076</td>
<td>Financial Derivatives</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7090</td>
<td>The Macroeconomic Environment</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7097</td>
<td>Financial Risk Management</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7098</td>
<td>Fixed Income Securities</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7104</td>
<td>Market Microstructure and Trading</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
</tbody>
</table>
15.7 MSc in Financial Economics

Period of registration: One year full-time

Programme aims:
The programme aims to provide a foundation for a career as an economic or financial analyst in business, government or a major international organisation. Students will receive comprehensive training in the techniques and principles of finance and investment analysis along with the economic principles underlying them.

Curriculum:
All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7079</td>
<td>Financial Econometrics</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7084</td>
<td>Principles of Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7091</td>
<td>Quantitative Methods for Business and Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7095</td>
<td>Financial Statement Analysis</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7061</td>
<td>Corporate Finance</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7076</td>
<td>Financial Derivatives</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7097</td>
<td>Financial Risk Management</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7092</td>
<td>Investment Management</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7094</td>
<td>Behavioural Finance</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7110</td>
<td>Dissertation (July-September)</td>
<td>Summer</td>
<td>C</td>
<td>30</td>
</tr>
</tbody>
</table>

Candidates will also take one optional module from the following

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7058</td>
<td>Applied Microeconometrics</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7059</td>
<td>Applied Macroeconometrics</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7075</td>
<td>International Money and Finance</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7090</td>
<td>The Macroeconomic Environment</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7098</td>
<td>Fixed Income Securities</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7104</td>
<td>Market Microstructure and Trading</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
</tbody>
</table>

CFA Candidates please note:
Students wishing to study for the CFA examinations are advised to choose EC7098 as their option in the second semester.
15.8 MSc in Financial Economics (part-time)

Period of registration: Two years part-time

Programme aims:
The programme aims to provide a foundation for a career as an economic or financial analyst in business, government or a major international organisation. Students will receive comprehensive training in the techniques and principles of finance and investment analysis along with the economic principles underlying them.

Curriculum:

Year 1:
All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7079</td>
<td>Financial Econometrics</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7091</td>
<td>Quantitative Methods for Business and Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7061</td>
<td>Corporate Finance</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7098</td>
<td>Fixed Income Securities</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7092</td>
<td>Investment Management</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7094</td>
<td>Behavioural Finance</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
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</tbody>
</table>

Year 2:
All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7084</td>
<td>Principles of Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7095</td>
<td>Financial Statement Analysis</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7076</td>
<td>Financial Derivatives</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7097</td>
<td>Financial Risk Management</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7110</td>
<td>Dissertation (July-September)</td>
<td>Summer</td>
<td>C</td>
<td>30</td>
</tr>
</tbody>
</table>
15.9 MSc in Financial Risk Management

Period of registration: One year full-time

Programme aims:
The programme aims to provide a professionally orientated syllabus, offering a thorough training in risk management, portfolio management, investment analysis and finance. The course teaches a range of skills in quantitative analysis, including mathematical techniques, econometrics and programming and the dissertation module gives students an opportunity to conduct industry focused research, relevant to their future employment. The degree provides an excellent preparation for employment within the finance industry, particularly in an analytical or risk management role.

Curriculum:
All candidates will take the following core modules:

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7079</td>
<td>Financial Econometrics</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7084</td>
<td>Principles of Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7091</td>
<td>Quantitative Methods for Business and Finance</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7103</td>
<td>Numerical Methods for Risk Management</td>
<td>1</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7076</td>
<td>Financial Derivatives</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7097</td>
<td>Financial Risk Management</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7098</td>
<td>Fixed Income Securities</td>
<td>2</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7092</td>
<td>Investment Management</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7106</td>
<td>Advanced Financial Risk Management</td>
<td>Term 3</td>
<td>C</td>
<td>15</td>
</tr>
<tr>
<td>EC7110</td>
<td>Dissertation (July-September)</td>
<td>Summer</td>
<td>C</td>
<td>30</td>
</tr>
</tbody>
</table>

Candidates will also take one optional module from the following

<table>
<thead>
<tr>
<th>Code</th>
<th>Module title</th>
<th>Semester</th>
<th>Core/Optional</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC7058</td>
<td>Applied Microeconometrics</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7059</td>
<td>Applied Macroeconometrics</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7061</td>
<td>Corporate Finance</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7075</td>
<td>International Money and Finance</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7090</td>
<td>The Macroeconomic Environment</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
<tr>
<td>EC7104</td>
<td>Market Microstructure and Trading</td>
<td>2</td>
<td>O</td>
<td>15</td>
</tr>
</tbody>
</table>
16. Module Information

16.1 Change of Module

Students are only able to sit examinations in modules for which they have registered. Students will be able to register for the optional modules they are interested in by using the online module registration system. Further information on the process will be sent to students by email at the start of the academic year. Students wishing to change optional modules at a later date should complete a 'Change of Module' form obtainable from the Economics Reception. This form should be completed by the end of the second week of the second semester.

16.2 Module Descriptions for MSc Degrees

EC7058 Applied Microeconometrics

<table>
<thead>
<tr>
<th>Lecturer: Dr. Jesse Matheson</th>
<th>Module Name: Applied Microeconometrics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits: 15</td>
<td>Module Code: EC7058</td>
</tr>
<tr>
<td>Semester: 2</td>
<td>Prerequisites: EC7087</td>
</tr>
</tbody>
</table>

SYLLABUS

This module will focus on the application of tools and statistical techniques used in modern microeconometric practice.

After completing this module, students will be able to:

- Read and critique empirical research in top academic journals;
- Demonstrate and describe the difference between various treatment effects;
- Outline an identification strategy and select an appropriate estimation technique based on data limitations;
- Differentiate between statistical and economic significance;
- Estimate standard econometric models using Stata or a comparable statistical programming language.

DELIVERY

<table>
<thead>
<tr>
<th>Lectures (hrs.): 20</th>
<th>Seminars: 5 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 5 hours</td>
</tr>
<tr>
<td></td>
<td>Private Study: 82.5 hours</td>
</tr>
</tbody>
</table>

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Examination</td>
<td>75%</td>
<td>2 hours</td>
<td>Midsummer Exam Period</td>
</tr>
<tr>
<td>Project</td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Class write-up</td>
<td>10%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
EC7059 Applied Macroeconometrics

Lecturer: Dr. Emi Mise  
Module Name: Applied Macroeconometrics

Credits: 15  
Module Code: EC7059

Semester: 2  
Prerequisites: EC7087

SYLLABUS

This module focuses on learning the theory of quantitative macroeconomic modelling techniques.

After the completion of this module, students should be able to:

- Discuss and elaborate on univariate time series modelling/testing techniques such as ARIMA models and various unit root tests;
- Discuss and explain the modelling and estimation techniques for multivariate time series;
- Discuss the relevance of these modelling techniques and methods to the macroeconomic literature;
- Read and critically analyse applied macroeconomic papers that have had a significant influence on how we model data;
- Obtain their own data, and model them appropriately using the software package gretl.

DELIVERY

Lectures (hrs.): 24  
Seminars: 9 hours

Computer Classes: 6 hours

Private Study: 73.5

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Examination</td>
<td>70%</td>
<td>2 hours</td>
<td>Exam Period</td>
</tr>
<tr>
<td>Project</td>
<td>30%</td>
<td></td>
<td>Easter Vacation</td>
</tr>
</tbody>
</table>
EC7061 Corporate Finance

<table>
<thead>
<tr>
<th>Lecturer: Dr. Fabrizio Adriani</th>
<th>Module Name: Corporate Finance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits: 15</td>
<td>Module Code: EC7061</td>
</tr>
<tr>
<td>Semester: 2</td>
<td>Prerequisites: None</td>
</tr>
</tbody>
</table>

**SYLLABUS**

The module gives a solid foundation in the principles of corporate finance in order to understand and analyse the major issues affecting the financial policies of corporations. This module deals with investment, financing, payout and corporate governance decisions from the point of view of maximizing shareholder value.

After successfully completing this module, students should be able to:

- Distinguish between different types of financial markets and financial instruments and discuss their roles;
- Debate on the efficiency of financial markets;
- Critically assess theories of capital structure, capital budgeting, and corporate dividend policy;
- Recognize agency problems in corporate governance and their implications for capital structure, dividend policy, and capital budgeting.

**DELIVERY**

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 0</td>
</tr>
<tr>
<td></td>
<td>Private Study: 89.5 hours (including online tests)</td>
</tr>
</tbody>
</table>

**ASSESSMENT**

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Examination</td>
<td>90%</td>
<td>1.5 hours</td>
<td>Midsummer Exam Period</td>
</tr>
<tr>
<td>Mid-term test</td>
<td>10%</td>
<td>1 hour</td>
<td>After lecture 5</td>
</tr>
</tbody>
</table>
EC7071 Economics of Organisation

Lecturer: Dr. M.D. Hoskins  Module Name: Economics of Organisation
Credits: 15  Module Code: EC7071
Semester: 2  Prerequisites: None

SYLLABUS

By the end of this module, a typical student will have:

1. The ability to demonstrate the role of economic analysis in understanding the process and outcomes of decision making in firms.
2. Knowledge of the main models used to explain economic relations between self-interested parties acting under conditions of incomplete contracting and/or incomplete information.
3. The ability to demonstrate the ways in which economic models help to understand real world phenomena.
4. Developed their presentational skills.
5. The ability to read, understand and critically evaluate published academic research.

DELIVERY

<table>
<thead>
<tr>
<th>Lectures (hrs.): 20</th>
<th>Seminars: 10 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 0 hours</td>
</tr>
<tr>
<td></td>
<td>Private Study: 82.5 hours</td>
</tr>
</tbody>
</table>

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Examination Essay</td>
<td>70%</td>
<td>2 hours</td>
<td>Midsummer Exam Period</td>
</tr>
<tr>
<td></td>
<td>30%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
EC7075 International Money and Finance

Lecturer: Dr. D Gefang  Module Name: International Money and Finance  
Credits: 15  Module Code: EC7075  
Semester: 2  Prerequisites: None

SYLLABUS

The aim of this module is to provide knowledge of the theories of international finance and to develop an appreciation of the major policy considerations confronting the international monetary system.

After completing this module, students will be able to:

- Discuss and define advanced concepts and theories within the field of international money and finance and their applications;
- Analyse the exchange rate and balance of payment policies of countries;
- Evaluate the role of international currency markets in the determination of economic outcomes;
- Analyse events within the international monetary system and critically assess potential policy responses;
- Identify and analyse financial and monetary problems, and consider alternatives decisions within the international environment.

DELIVERY

Lectures (hrs.): 20  Seminars: 5 hours  
Computer Classes: 0  Private Study: 87.5 hours

ASSESSMENT

Method:  Weight:  Length:  Approx. Timing: 
Final Examination Essay  80%  20%  1.5 hours  Midsummer Exam Period
EC7076 Financial Derivatives

Lecturer: Dr. Svetlana Andrianova  Module Name: Financial Derivatives
Credits: 15  Module Code: EC7076
Semester: 2  Prerequisites: None

SYLLABUS

This module introduces options, futures, swaps and other derivative instruments and develops knowledge of pricing and the use of these instruments.

After completing this module, students will be able to:

- Price vanilla derivative contracts
- Explain the operation of a margin account and demonstrate how it works
- Assess the payoff and use of a portfolio of derivatives
- Calculate appropriate positions in derivatives to hedge or insure against risk
- Review and discuss the literature on the use of exotic, real and weather derivatives
- Critique common option pricing methodologies

DELIVERY

Lectures (hrs.): 20  Seminars: 5 hours
Computer Classes: 0
Private Study: 87.5 hours

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Examination</td>
<td>70%</td>
<td>2 hours</td>
<td>Midsummer Exam Period</td>
</tr>
<tr>
<td>Class Test</td>
<td>25%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coursework</td>
<td>5%</td>
<td>Write Questions</td>
<td></td>
</tr>
</tbody>
</table>
EC7079 Financial Econometrics

Lecturer: Dr. Emi Mise  
Module Name: Financial Econometrics

Credits: 15  
Module Code: EC7079

Semester: 1  
Prerequisites: None

SYLLABUS

This module will focus on the application of econometric techniques to financial markets. As such it will principally be concerned with time series techniques.

After this module students will be able to:
- Test and interpret autocorrelation in time series of market returns
- Test for stationarity of market returns
- Test and interpret co-integration of financial time series
- Describe and apply ARCH and GARCH processes to modelling market returns
- Describe the application and use of elements of Monte Carlo techniques in finance and econometrics
- Test for predictability of returns
- Understand the implications of non-normality of distributions of market returns

DELIVERY

Lectures (hrs.): 20  
Seminars: 10 hours

Computer Classes: 0

Private Study: 82.5 hours

ASSESSMENT

Method:  
Weight:  
Length: (hrs./words)  
Approx. Timing:

Final Examination 50% 1.5 hours January Exam Period

Coursework 50%
EC7080 Dissertation

Dissertation for the degree of MSc Economics.

<table>
<thead>
<tr>
<th>Lecturer: Prof Sergio Currarini</th>
<th>Module Name: Dissertation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits: 60</td>
<td>Module Code: EC7080</td>
</tr>
<tr>
<td>Semester: 2</td>
<td>Prerequisites: Core Modules for an M.Sc. Degree offered by the Economics Dept.</td>
</tr>
</tbody>
</table>

SYLLABUS

This module teaches econometric skills useful for writing dissertations with an empirical component, and discusses what constitutes good practice. The dissertation is written under supervision over the period July to September and requires students to demonstrate their understanding of economic and empirical analysis in a research context; to demonstrate their ability to organise their research and to communicate their results to a wider audience both orally and in written form.

Students will be expected to present their dissertation outlines in a seminar towards the end of the second semester and in the form of a written research proposal.

DELIVERY

<table>
<thead>
<tr>
<th>Lectures (hrs.): 12</th>
<th>Seminars: 0</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 0</td>
</tr>
<tr>
<td></td>
<td>Private Study: 438 hours</td>
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</tbody>
</table>

ASSESSMENT

<table>
<thead>
<tr>
<th>Method:</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
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</thead>
<tbody>
<tr>
<td>MSc Dissertation</td>
<td>85%</td>
<td>Max. 15,000 words</td>
<td>July to September</td>
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EC7084 Principles of Finance

Lecturer: Dr. Don Egginton  
Module Name: Principles of Finance

Credits: 15  
Module Code: EC7084

Semester: 1  
Prerequisites: None

SYLLABUS
This module introduces fundamental concepts and techniques used in modern finance theory. After completion, students will be able to:

- Demonstrate the application of compounding and discounting;
- Discuss and assess financial decision-making under certainty and uncertainty;
- Define attitudes towards risk and their effect on financial decisions;
- Apply portfolio analysis techniques;
- Define market equilibrium and discuss its importance in finance;
- Describe and discuss arbitrage arguments in asset pricing.

DELIVERY

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<th>Lectures (hrs.): 20</th>
<th>Seminars: 5 hours</th>
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ASSESSMENT

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EC7085 Macroeconomic Theory I

Lecturer: Dr Dimitrios Varvarigos
Module Name: Macroeconomic Theory I

Credits: 15
Module Code: EC7085

Semester: 1
Prerequisites: None

SYLLABUS

By the end of this module, a typical student should be able to:

- Identify and discuss the issues facing modern macroeconomics.
- Apply the necessary tools to solve the workhorse models of dynamic macroeconomics (infinite horizons; overlapping generations) and their variants.
- Combine economic and mathematical analysis, in a logical and deductive manner, to analyse phenomena relevant to macroeconomic dynamics and discuss their implications.
- Interpret the findings of theoretical research in dynamic macroeconomics and assess its strengths and weaknesses.
- Recognise the underlying characteristics that cause differences in long-term macroeconomic performance across countries.
- Demonstrate awareness of macroeconomic policies and critically assess their impact on macroeconomic dynamics.

DELIVERY

Lectures (hrs.): 20
Seminars: 10 hours
Computer Classes:
Private Study: 82.5 hours

ASSESSMENT

Method: Final Examination
Weight: 100%
Length: 2 hours
Approx. Timing: January Exam Period
EC7086 Microeconomic Theory

Lecturer: Prof. Suresh Mutuswami
Module Name: Microeconomic Theory
Credits: 15
Module Code: EC7086
Semester: 1
Prerequisites: None

SYLLABUS
The module studies the mathematical tools and concepts that are required to understand and develop advanced microeconomic theory. Topics studied include the firm, the consumer, decision under uncertainty and general equilibrium. It is intended that, on completion of the course, students will have learned how to apply the analytical tools to the study of these topics and also understand their application in the academic literature.

DELIVERY
Lectures (hrs.): 20
Seminars: 8 hours
Computer Classes: 0
Private Study: 84.5 hours

ASSESSMENT
Method: Weight: Length: Approx. Timing:
Final Examination 80% 2 hours January Exam Period
Coursework 1 10%
Coursework 2 10%
### EC7087 Econometric Theory

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<td>Semester: 1</td>
<td>Prerequisites: None</td>
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</table>

**Syllabus**

By the end of this module, a typical student should be able to:
- Apply probability and distribution theory
- Test statistical hypotheses
- Understand estimation and inference in linear regression models
- Use instrumental variables to treat endogeneity

**Delivery**

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**Assessment**

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EC7088 Mathematical Methods for Economics

Lecturer: Dr Andre Stenzel  
Module Name: Mathematical Methods for Economics

Credits: 15  
Module Code: EC7088

Semester: 1  
Prerequisites: None

SYLLABUS
The module aims to provide students with the essential mathematical tools for graduate study in economics. It is set up to lay the groundwork for successful completion of subsequent courses in Microeconomics, Macroeconomics, and Econometrics.

By the end of this module, student should be able to:
- Discuss Mathematical Logic
- Define and apply essential mathematical concepts such as sets, spaces, functions and relations, convergence, and continuity
- Define and apply systems of linear algebraic equations, matrix algebra, and properties of matrices
- Define and apply differentiability, and constrained and unconstrained static optimisation. In particular the proper application of Lagrange/Kuhn-Tucker including checks of sufficient conditions, as well as the Implicit Theorem and Envelope Theorem
- Discuss Integration Rules.

DELIVERY
Lectures (hrs.): 24  
Seminars: 12 hours

Computer Classes: 0

Private Study: 76.5 hours

ASSESSMENT

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SCHOOL OF BUSINESS, ECONOMICS DIVISION  
UNIVERSITY OF LEICESTER
**EC7089 Game Theory**

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<td>Semester: 2</td>
<td>Prerequisites: None</td>
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**SYLLABUS**

This module studies the methods of game theory and advanced microeconomic analysis and their application to selected current issues. Topics include static and dynamic games with complete and incomplete information, auctions and incentives.

By the end of the semester a typical student should be able to:

- Calculate Nash Equilibria for complete information normal form games
- Calculate Subgame Perfect Nash Equilibria for complete information extensive form games
- Calculate Bayesian Nash Equilibria for incomplete information normal form games
- Calculate Perfect Bayesian Nash Equilibrium for extensive form incomplete information games
- Show existence of equilibrium using various Fixed Point Theorems
- Find equilibria of games representing important economic situations like auctions, bargaining, strategic transformation of information, oligopoly.

**DELIVERY**

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**ASSESSMENT**

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EC7090 The Macroeconomic Environment

Lecturer: Dr. Deborah Gefang  
Module Name: The Macroeconomic Environment

Credits: 15  
Module Code: EC7090

Semester: 2  
Prerequisites: None

SYLLABUS

This module aims to develop an understanding of the methods of advanced macroeconomic analysis and to apply those methods in studying selected current issues in macroeconomics.

After completing this module, students will be able to:

- Discuss and define the functioning of macroeconomic aggregates, inflation, exchange rates, and other macroeconomic determinants;
- Assess the information content in the behaviour of key macroeconomic variables;
- Explain the objectives, and challenges in the design and operation of monetary and fiscal policies and explain their impacts on the macroeconomic environment;
- Discuss the effects of policies and shocks on the economy.

DELIVERY

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EC7091 Quantitative Methods for Business and Finance

Lecturer: Dr. Barbara Roberts  
Module Name: Quantitative Methods for Business and Finance  
Credits: 15  
Module Code: EC7091  
Semester: 1  
Prerequisites: None

SYLLABUS

By the end of this module, a typical student should be able to:
- Demonstrate knowledge of the techniques of statistical estimation and hypothesis testing
- Apply these techniques to the analysis of data in the area of business and finance
- Demonstrate knowledge of simple and multiple regression and time series modelling
- Use Eviews to conduct regression analysis and interpret the results

DELIVERY

Lectures (hrs.): 21  
Seminars: 4 hours  
Computer Classes: 4 hours  
Private Study: 83.5 hours

ASSESSMENT

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# EC7092 Investment Management

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<td>Semester: Summer Term</td>
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## SYLLABUS

This module focuses on modern investment management theory and practices. After completing this module, students should be able to:

- Identify the main factors behind investors’ demand for financial investment products
- Conduct typological analysis of investors based on risk preferences and other characteristics
- Conduct typological analysis of financial markets and investment products
- Calculate the expected return and variance of diverse assets and portfolios of diverse assets
- Construct suitable risk and performance measures for investment management purposes
- Assess portfolio performance according to return, risk and diversification criteria
- Perform investment analysis for international portfolios

## DELIVERY

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## ASSESSMENT

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EC7093 Principles of Banking

Lecturer: Prof. Panicos Demetriades  Module Name: Principles of Banking
Credits: 15  Module Code: EC7093
Semester: 1  Prerequisites: None

SYLLABUS
This module aims to introduce students to fundamental concepts of banking.
At the end of this module, a typical student should be able to:

- Explain banking principles and the financial intermediation process.
- Explain the details of a bank's balance sheet and income statements and their interrelationships.
- Explain the various asset and liability management approaches available to bank managers to resolve the liquidity, profitability and risk trade-offs.
- Discuss the importance of capital allocation (capital adequacy and Basel Accord) and VAR risk modelling in banking.
- Describe the key economic models of bank behaviour.

DELIVERY

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EC7094 Behavioural Finance

Lecturer: Prof. Sanjit Dhami  
Module Name: Behavioural Finance

Credits: 15  
Module Code: EC7094

Semester: Summer Term  
Prerequisites: None

SYLLABUS

This module introduces students to the evidence on human choice in modern finance and its implications for how we think about and model modern financial markets. After completion, students will be able to:

- Analyse and apply models of prospect theory to selected applications in finance.
- Discuss and analyse how people use various judgement heuristics to make actual choices and calculate the biases relative to the classical statistical benchmarks.
- Assess and analyse the evidence that conflicts with the notion that humans use strict optimization and Bayes' rule and that they have unbounded rationality.
- Critique the concept and evidence for and against the efficient markets hypothesis.
- Analyse the behaviour of financial markets and draw implications in cases when there is a separation of brains and capital, financial markets are subject to noise trader risk, stock bubbles arise, and the flow of information is gradual.
- Describe and discuss briefly the effect of behavioural biases in the context of behavioural corporate finance.

DELIVERY

Lectures (hrs.): 20  
Seminars: 10 hours

Computer Classes: 0  
Private Study: 82.5 hours

ASSESSMENT

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EC7095 Financial Statement Analysis

Lecturer: Mr. Jim O’Hare
Module Name: Financial Statement Analysis

Credits: 15
Module Code: EC7095

Semester: 1
Prerequisites: None

SYLLABUS

This module aims to develop a framework to analyse the financial information reported by firms. The module aims at providing knowledge of the use of accounting statements to enhance economic decision making. Particular attention is devoted to seeing how the framework can be used by investors and analysts to value companies. The course is supplemented by a series of seminars on Ethics and Professional Standards for financial analysts.

After completing the module students should be able to:

- Describe the content of published financial statements
- Analyse financial statements of existing companies to assess profitability, liquidity, gearing and shareholder interests
- Describe the techniques used in theory and in practice to find a realistic value of a company using the data in financial statements
- Discuss the theories and research relating to predicting corporate failure
- Discuss the need for ethics and professional standards and describe the possible implications if they are not present.

DELIVERY

Lectures (hrs.): 20
Seminars: 9 hours
Computer Classes: 0
Private Study: 83.5 hours

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EC7097 Financial Risk Management

Lecturer: Dr. Dan Ladley  
Module Name: Financial Risk Management

Credits: 15  
Module Code: EC7097

Semester: 2  
Prerequisites: EC7084

SYLLABUS

This module aims to introduce students to the most common models and techniques used in the finance industry to measure and manage risk.

After completing this module, students will be able to:

- Discuss the role of risk management and its use within companies including the use of RAROC;
- Be able to define, calculate, apply and evaluate value-at-risk techniques for a range of assets and portfolios;
- Analyse and manage the risks present within an organisation;
- Define counterparty risk and liquidity risk and show how they may be measured and mitigated;
- Describe the key regulations effecting risk management and the key measures for capital;
- Analyse and manage country and sovereign risk.

The above topics will be linked to key case studies throughout this module.

DELIVERY

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EC7098 Fixed Income Securities

Lecturer: Dr. Don Egginton  Module Name: Fixed Income Securities
Credits: 15  Module Code: EC7098
Semester: 2  Prerequisites: None

SYLLABUS

This course focuses on the concepts and tools that are useful to asset managers who want to use bond securities for investing, hedging or speculating.

After completing this module, students will be able to:

- Describe the main characteristics of bonds.
- Calculate the price of bonds including zeroes, coupon bonds, floating rate bonds, and mortgage backed securities.
- Discuss the main risks affecting fixed income securities and how to manage them.
- Describe and calculate concepts such as duration, convexity and the price-yield relationship.
- Discuss hedging and immunisation strategies.

DELIVERY

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EC7101 Regulation of Business

Lecturer: Dr. Subir Bose
Module Name: Regulation of Business
Credits: 15
Module Code: EC7101
Semester: Summer Term
Prerequisites: None

SYLLABUS
The module aims to introduce students to regulation of business through the use of competition policy.

By the end of this module, a typical student should be able to:
- Explain how repeated games helps us to analyse how firms can collude without explicit agreements;
- Explain how firms might indulge in predatory pricing;
- Analyse the welfare effect of price-discrimination;
- Analyse the welfare effects of tying and bundling;
- Explain the strategic and welfare effects of vertical restraints;
- Apply the economic tools studied to analyse particular cases in competition policy.

DELIVERY
Lectures (hrs.): 20
Seminars: 5 hours
Computer Classes: 0
Private Study: 87.5 hours

ASSESSMENT
Method: Final Examination
Weight: 100%
Length: 2 hours
Approx. Timing: July Exam Period
EC7102 Macroeconomic Theory II

Lecturer: Dr. Richard Suen  
Module Name: Macroeconomic Theory II  
Credits: 15  
Module Code: EC7102  
Semester: 2  
Prerequisites: EC7085

SYLLABUS

The aim of this course is twofold. First, to expand and deepen students’ knowledge of dynamic general equilibrium models. Second, to strengthen their skills in solving and computing this type of models.

By the end of this module, students should be able to:

- Define and discuss economic growth and business cycle theories.
- Explain advanced macroeconomic models.
- Formulate and compute dynamic general equilibrium models.

DELIVERY

Lectures (hrs.): 20  
Seminars: 9 hours  
Computer Classes: 0  
Private Study: 83.5 hours

ASSESSMENT

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EC7103 Numerical Methods in Risk Management

Lecturer: Dr. Carlos Diaz Vela  
Module Name: Numerical Methods in Risk Management

Credits: 15  
Module Code: EC7103

Semester: 1  
Prerequisites: None

SYLLABUS

This module will introduce the key numerical techniques that underlie modern risk management. In particular, students will learn an industry standard programming language, which will be applied to solve risk problems during their degree.

After completion of this module, students will be able to:

- Design an algorithm to solve a financial problem;
- Program simple algorithms in a programming language;
- Select appropriate numerical techniques for common numerical problems (e.g. sorting or differentiation);
- Define the meaning of algorithmic complexity and discuss its implications for financial calculations;
- Explain the limits of numerical accuracy and their implications for financial calculations.

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EC7104 Market Microstructure and Trading

Lecturer: Dr. Francisco Martinez Mora  
Module Name: Market Microstructure and Trading
Credits: 15  
Module Code: EC7104
Semester: 2  
Prerequisites: EC7084

SYLLABUS

This module will focus on the low-level behaviour of traders in financial markets, their strategies and the effects of different market structures.

After completing this module, students will be able to:

- Classify the main types of financial markets and explain how trading is conducted in them.
- Operate mathematical models in order to analyse market microstructure issues.
- Demonstrate how volatility and liquidity concerns impact asset prices.
- Discuss some of the limitations of modern financial theory in understanding financial markets.
- Operate statistical and econometric analysis on data from financial markets.
- Define the level of efficiency in a financial market and explain how it is affected by trading behaviour.
- Demonstrate technical analysis of an asset, and how to implement trading strategies.

DELIVERY

Lectures (hrs.): 20  
Seminars: 5 hours
Computer Classes: 0
Private Study: 87.5 hours

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coursework 1</td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coursework 2</td>
<td>15%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Final Examination</td>
<td>70%</td>
<td>2 hours</td>
<td>Midsummer Exam Period</td>
</tr>
</tbody>
</table>
EC7105 Business and Financial Forecasting

Lecturer: Prof. Stephen Hall  Module Name: Business and Financial Forecasting
Creds: 15  Module Code: EC7105
Semester: Summer Term  Prerequisites: None

SYLLABUS

After completion of this module students will be able to:

- Describe the key components of a time series and be able to split the series into these components.
- Apply key techniques for smoothing data and for identifying and testing time series models.
- Derive optimal forecasts for appropriate business and economic problems.
- Critically evaluate estimated models and forecasts.
- Demonstrate transferable skills in data collection, presentation and report writing.

DELIVERY

<table>
<thead>
<tr>
<th>Lectures (hrs.): 20</th>
<th>Seminars: 5 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 0</td>
</tr>
<tr>
<td></td>
<td>Private Study: 87.5 hours</td>
</tr>
</tbody>
</table>

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
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<tbody>
<tr>
<td>Individual Project</td>
<td>70%</td>
<td></td>
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</tr>
<tr>
<td>Final Examination</td>
<td>30%</td>
<td>1 hour</td>
<td>July Exam Period</td>
</tr>
</tbody>
</table>
EC7106 Advanced Financial Risk Management

Lecturer: Dr. Dan Ladley
Module Name: Advanced Financial Risk Management
Credits: 15
Module Code: EC7106
Semester: Summer Term
Prerequisites: EC7097 and EC7103

SYLLABUS

This module will expand and deepen students' understanding of risk management. Students will learn a range of new techniques and how they may be applied to manage risk.

After completion of this module, students should be able to:

- Apply various techniques for risk management including copulas, VaR mapping and extreme value theory;
- Explain the securitization process and the common types of these securities;
- Apply risk management techniques to structured financial products;
- Estimate default risk and recovery rates;
- Define, measure and model operational risk;
- Explain the role of ratings agencies in risk management.

A key part of this module will be examination of current topics in risk management. These will change over time but will reflect the state of the art issues in the field. Students should therefore be able to discuss these topics and apply key techniques as appropriate.

DELIVERY

Lectures (hrs.): 20
Seminars: 5 hours
Computer Classes: 0
Private Study: 87.5 hours

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coursework</td>
<td>30%</td>
<td>2 hours</td>
<td>July Exam Period</td>
</tr>
<tr>
<td>Final Examination</td>
<td>70%</td>
<td>2 hours</td>
<td></td>
</tr>
</tbody>
</table>
EC7107 Advanced Money and Banking

Lecturer: Dr. Svetlana Andrianova  
Module Name: Advanced Money and Banking  
Credits: 15  
Module Code: EC7107  
Semester: Summer Term  
Prerequisites: EC7093 and EC7090

SYLLABUS

This module aims to deepen students understanding of the behaviour of banks in the modern macro-financial system. Its content will change over time to reflect the cutting edge of research in this area. Students are expected to cover the following:

- Analyse the process of money creation and discuss the operation of the money markets.
- Discuss systemic risk in banking systems and analyse appropriate models.
- Describe the role, operation and risks of the shadow banking system.
- Describe the full range of banking business practices.
- Analyse the role of banks in the process of mergers and acquisition.
- Discuss the corporate rational for takeovers and how they may be prevented

DELIVERY

<table>
<thead>
<tr>
<th>Lectures (hrs.): 20</th>
<th>Seminars: 5 hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 0</td>
</tr>
<tr>
<td></td>
<td>Private Study: 87.5 hours</td>
</tr>
</tbody>
</table>

ASSESSMENT

<table>
<thead>
<tr>
<th>Method:</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coursework</td>
<td>30%</td>
<td>2 hours</td>
<td></td>
</tr>
<tr>
<td>Final Examination</td>
<td>70%</td>
<td></td>
<td>July Exam Period</td>
</tr>
</tbody>
</table>
EC7108 Microeconomics

Lecturer: Prof. Sergio Currarini  
Module Name: Microeconomics

Credits: 15  
Module Code: EC7108

Semester: 1  
Prerequisites: None

SYLLABUS

After completion of this module, a typical student will be able to:

- Demonstrate an understanding of the formal models of consumer’s choice and producer’s choice under perfect competition.
- Analyse consumer’s and producer’s behaviour by means of comparative statics exercises.
- Demonstrate an understanding of the functioning of perfectly competitive markets under partial equilibrium conditions.
- Demonstrate an understanding of the functioning of perfectly competitive exchange markets under general equilibrium conditions.
- Demonstrate an understanding of the foundations of choice under uncertainty and their implications for portfolio theory and insurance.
- Demonstrate an understanding of the main forces at stake in models with asymmetric information, and its implication for welfare.
- Develop analytical skills for the study of advanced models of economic behaviour

DELIVERY

Lectures (hrs.): 20  
Seminars: 5 hours

Computer Classes: 0

Private Study: 87.5 hours

ASSESSMENT

<table>
<thead>
<tr>
<th>Method</th>
<th>Weight: 100%</th>
<th>Length: 2 hours</th>
<th>Approx. Timing: January Exam Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Examination</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
EC7110 Dissertation

Dissertation for the following degrees: MSc Banking and Finance, MSc Business Analysis and Finance, MSc Financial Economics and MSc Financial Risk Management.

<table>
<thead>
<tr>
<th>Lecturer: Dr D Egginton</th>
<th>Module Name: Dissertation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credits: 30</td>
<td>Module Code: EC7110</td>
</tr>
<tr>
<td>Semester: Summer Term</td>
<td>Prerequisites: N/A</td>
</tr>
</tbody>
</table>

SYLLABUS

This module teaches analytical and research skills useful for writing reports or dissertations with an empirical component. A typical dissertation might involve writing an investment report on a company - a task a graduate may have to perform in employment in the finance industry.

The dissertation requires students to demonstrate their understanding of financial analysis in a research context. Students will select appropriate techniques and apply the skills learnt during their degree (potentially from any and all modules) in a focussed project. Students will be required to organise their research and to communicate their results concisely to a specific audience.

By the end of this module, students should be able to:

- Define an appropriate research question;
- Identify the steps necessary to answer the question;
- Select and apply appropriate analytical techniques;
- Evaluate work and identify potential improvements;
- Present results concisely and appropriately to support arguments

DELIVERY

<table>
<thead>
<tr>
<th>Lectures (hrs.): 10</th>
<th>Seminars: 0</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Computer Classes: 0</td>
</tr>
<tr>
<td></td>
<td>Private Study: 215 hours</td>
</tr>
</tbody>
</table>

ASSESSMENT

<table>
<thead>
<tr>
<th>Method:</th>
<th>Weight:</th>
<th>Length: (hrs./words)</th>
<th>Approx. Timing:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dissertation</td>
<td>100%</td>
<td>5,000 words maximum</td>
<td>July - September</td>
</tr>
</tbody>
</table>
17 Assessment Methods

Module outlines are given out at the beginning of each module, and these include full details on the form of assessment. A variety of assessment techniques are used in the Economics Division, although the main emphasis is on formal examinations. These examinations may take a variety of forms (sometimes mixed together), including multiple choice questions, 'short answer' problems and traditional essay-style answers. Some modules are assessed exclusively through the submission of a report or dissertation, and a number of modules mix an examination with continuous assessment and/or a computer based project. If you are in any doubt about particular assessment requirements, you should ask the lecturer responsible for the module for more information.

Coursework will either be submitted via Blackboard or paper copies will be submitted to the Economics Reception. Before submitting paper coursework students must complete a 'Coursework Assessment Sheet'. This is available from the Reception. The 'Coursework Assessment Sheet' contains a 'No Plagiarism' declaration which students are required to sign. JISC Plagiarism Detection software is used by the Division as part of the assessment of the dissertation modules EC7080 and EC7110.

Students should also read Senate Regulation 8, 'Regulations governing examinations' (available at www.le.ac.uk/senate-regulation8).

First semester modules are generally examined at the end of the first semester, that is in the last two weeks of January, and second semester module exams take place in May/June, in the three weeks near the end of the second semester. MSc students (except for MSc Economics) will study modules following the May/June exam period. These will be examined in July.

17.1 Marking and Assessment Practices

Student anonymity will be preserved during the marking of all formal examinations. Summative coursework (i.e. coursework that contributes to your module mark or grade) will be marked anonymously unless there are sound educational reasons for not doing so, or the type of assessment makes marking impractical.

Each programme at the University has one or more External Examiners, who are members of staff of other institutions that review the academic standards at the University and confirm that these are appropriate and comparable with other Universities.

The External Examiners for your courses are listed at:
www.le.ac.uk/sas/assessments/external/current-postgraduate-external-examiners

17.2 Coursework Deadlines

You should make sure that you submit your assignments by their due date to avoid any marks being deducted for lateness. Penalties for late submission of coursework follow the University scheme defined in Regulations governing the assessment of taught programmes (see www.le.ac.uk/senate-regulation7 or www.le.ac.uk/sas/assessments/late-submission).

17.3 Feedback and the Return of Work from Staff

Coursework

The Division complies with the University’s policy for the return of marked coursework (see www.le.ac.uk/sas/quality/student-feedback/return-of-marked-work for details of the full policy:

General principles:
• Feedback and provisional grading on coursework will be returned within 21 days of the submission date;
• In exceptional circumstances where this is not possible, you will be notified in advance of the expected return date and the reasons for the longer turn-round time and where possible staff will provide some interim feedback: for example in the form of generic feedback to the class regarding common errors and potential areas for improvement.

**Examinations**

The Division complies with the University’s policy for the return feedback on examinations (see [www.le.ac.uk/sas/quality/student-feedback/return-of-marked-work](http://www.le.ac.uk/sas/quality/student-feedback/return-of-marked-work) for details of the full policy):

General principles:

• Following the approval of the provisional results by examination boards, departments will make the results available to students within 14 days. Where appropriate this will include a breakdown at the level of the examination and coursework.
• Departments will arrange for feedback on examination performance to be provided.
18. Examinations

This section provides a brief outline of some important aspects of examinations with which students should be familiar.

18.2 Examination Timetable

This will be emailed to you by the University’s Examinations Office, and is also available online (http://www2.le.ac.uk/offices/sas2/assessments/exams/examtimetable). Students are responsible for ensuring that they arrive at the appropriate place at the appropriate time. Examination clashes should be reported to the University Examinations Office.

18.3 Examination Regulations

If your course involves any exams you must ensure that you are familiar with the University's Examination Regulations (www.le.ac.uk/sas/assessments/examregs). These contain a variety of regulatory information and instructions relating to exams, including the rules governing:

- scheduling
- admittance
- student conduct
- permitted and prohibited items and clothing
- use of calculators and dictionaries
- absence due to illness
- cheating

You can also find information about exams in the Students’ Guide to Exams (www.le.ac.uk/sas/assessments/examsguide).

18.4 Use of Calculators

Where students are permitted to use a non-programmable calculator in written examinations this must be of a specific type. Non-programmable calculators approved for use in written examinations in will be specified in the Students’ Guide to Exams (see http://www.le.ac.uk/sas/assessments/examsguide).

18.5 Alternative Examination Arrangements

Alternative examination arrangements may be made for students with long or short term medical conditions, specific learning difficulties or disabilities, subject to the overall requirement that academic standards must be maintained.

Requests for alternative examination arrangements on the grounds of specific learning difficulties shall be notified to the Examinations Office by the AccessAbility Centre. Only recommendations supported by the AccessAbility Centre will be considered. Requests for alternative examination arrangements on the grounds of either short or long term medical conditions must be made to the Examinations Office with the support of a doctor.

18.6 Absence from an Examination

You must obtain a medical certificate straight away if you are absent from any exam because of illness. If you leave an exam on medical grounds you must obtain a medical certificate immediately after leaving the exam room. You must submit your medical certificate to your department as soon as it is issued so that it can consider your mitigating circumstances claim.
18.7 Examination Failure

Students will be allowed to resit failed modules on one subsequent occasion in most circumstances. However, students who have been warned during the year that they are considered to have been grossly negligent of their studies, usually because of persistent absence from tutorials or classes and/or failure to submit written work, may not be granted a right of resit. Students who seriously fail examinations and any resits may have their degree programme terminated. There is a right of appeal against degree programme termination. Students are advised to consult your personal tutor before initiating an appeal.

18.8 Resitting Examinations

Students who do not pass or are unable to attend their examination in January/June will normally be expected to attempt the failed examination or coursework again in September. Results are normally released after the Board of Examiners of the Economics Division has met in September. You will be contacted by email to confirm when the results will be released and where you can view your results.

18.9 Examination Feedback

Students are encouraged to consult their personal tutor to discuss their examination performance at the end of the first and second semesters. Module Leaders and personal tutors will also be able to offer advice concerning improvement strategies and how best to tackle re-sits.

18.10 Publication of Examination Results

The results for the January examinations are ordinarily released by the last day of February. Midsummer results are normally released in late June. Term 3 results are released after the Board of Examiners of the Economics Division has met in late July. You will be contacted by email to confirm when the results will be released. When results are available, you will be able to view them in MyStudentRecord.

Final transcripts are posted to students by the Student Services Centre after the Graduation ceremony in January. To ensure that your results reach you without delay, please make sure that your address is up to date in MyStudentRecord.
19. Assessment Scheme

19.1 Assessment for MSc Degrees in Economics

The pass mark for MSc modules within the Economics Division is 50%.

Most of the taught modules for the MSc degree will be assessed by an examination. Some modules will also require coursework assessment. Details of assessment will be given at the beginning of each module by the person teaching it.

19.2 Progression and Classification of Awards

The University’s system for the classification of awards and the rules of progression are defined in the Regulations governing taught postgraduate programmes of study (www.le.ac.uk/senate-regulation6). Alternatively, refer to the Student and Academic Services website for information about degree classification and progression: www.le.ac.uk/sas/assessments/pgt-progressionaward

Any specific progression requirements for your course are stated in its programme specification (see http://www.le.ac.uk/sas/courses/documentation)

Progression requirements

Extract from Senate Regulation 6: Regulations governing Taught Postgraduate Programmes of Study - 6.27 and 6.28

The progress of each student shall be considered by a Board of Examiners at the end of the taught component of the programme. For the Economics Division, this is usually after the term 3 examination period.

The Board of Examiners shall determine whether a student is permitted to progress to the dissertation or research project. Where the structure of a programme is such that a student has already begun work on his/her dissertation or research project, the Board of Examiners shall determine whether the student may continue with this work.

In making progression decisions for students on MA, MSc, LLM, and MBA programmes, a Board of Examiners shall adopt the following progression requirements:

<table>
<thead>
<tr>
<th>Taught Module Credits Failed at First Attempt</th>
<th>Progression Rule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 30 credits</td>
<td>A student will proceed to, or continue with, the dissertation or research project and is entitled to re-sit failed modules up to the maximum credit value set out in paragraph 6.23, at the earliest opportunity. If, after reassessment, a student has any module mark of &lt; 40%, Grade ‘F’, s/he will not be allowed to continue work on the dissertation or research project and shall be considered at the next meeting of the Board of Examiners.</td>
</tr>
<tr>
<td>31-45 credits</td>
<td>A student will proceed to or continue with, the dissertation or research project and is entitled to re-sit failed modules up to the maximum credit value set out in paragraph 6.23, at the earliest opportunity. If, after reassessment, a student has more than 30 credits of failed modules, or any module mark of &lt; 40%, Grade ‘F’, s/he will not be allowed to continue work on the</td>
</tr>
</tbody>
</table>
dissertation or research project and shall be considered at the next meeting of the Board of Examiners.

| 46-60 credits | A student will not proceed to, or continue with, the dissertation or research project but is entitled to re-sit failed modules, up to the maximum credit value set out in paragraph 6.23 at the earliest opportunity. If, after reassessment, a student has 30 credits or fewer of failed modules, and no module mark < 40%, s/he will be allowed to progress to, or continue with, the dissertation research project. If, after reassessment, a student has more than 30 credits of failed modules, or any module mark of < 40%, Grade ‘F’, s/he will not be allowed to continue work on the dissertation or research project and shall be considered at the next meeting of the Board of Examiners. |

| More than 60 credits | A student will not proceed to, or continue with, the dissertation or research project, but is entitled to re-sit failed modules up to the maximum credit value set out in paragraph 6.23 in order to meet the requirements for intermediate award, where the relevant programme specification makes provision for such an award. Where there is no provision for an intermediate award, or where the number of credits failed is such that the student cannot redeem a sufficient number to meet the requirements for an intermediate award, a board of examiners shall terminate his/her course for academic failure. |

19.3 Re-assessment

Candidates who have failed to achieve the 50% pass mark in a module shall, on one occasion only, be entitled to re-sit or re-submit failed components according to the reassessment scheme for that module. Students will be informed of what re-sits have been offered to them when the term 3 examination results are released. Students should note the following information:

- The number of credits of taught modules that a student shall be entitled to re-sit or re-submit is a maximum value of 60 credits.
- Re-sits will take place in September.
19.4 Assessment Scheme – MSc Economics

Extract from Senate Regulation 6: Regulations governing Taught Postgraduate Programmes of Study

For Masters programmes with a structure of **120 credits of taught modules** and a dissertation/research project of **60 credits**, a student must have attempted every assessment component for each of the taught modules, unless mitigating circumstances have been accepted, and have achieved the following thresholds:

<table>
<thead>
<tr>
<th>Performance</th>
<th>Failed credit</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Masters degree</strong></td>
<td>A dissertation/project mark of at least 50% (grade C) and Either: a) an overall credit-weighted average mark of at least 50% or b) at least 90 credits at 50% or above from the taught modules, (grade C)</td>
</tr>
<tr>
<td><strong>Masters degree with Merit</strong></td>
<td>A dissertation/project mark of at least 60% (grade B) and Either: a) an overall credit-weighted average mark of at least 60% or b) at least 60 credits at 60% or above from the taught modules, (grade B)</td>
</tr>
<tr>
<td><strong>Masters degree with Distinction</strong></td>
<td>A dissertation/project mark of at least 70% (grade A) and Either: a) an overall credit-weighted average mark of at least 70% or b) at least 60 credits at 70% or above from the taught modules, (grade A)</td>
</tr>
</tbody>
</table>
19.5 Assessment Scheme – MSc Banking and Finance, MSc Business Analysis and Finance, MSc Financial Economics and MSc Financial Risk Management.

Extract from Senate Regulation 6: Regulations governing Taught Postgraduate Programmes of Study

For a Masters programme with a structure of **150 credits of taught modules** and a dissertation/research project of **30 credits**, a student must have attempted every assessment component for each of the taught modules, unless mitigating circumstances have been accepted, and have achieved the following thresholds:

<table>
<thead>
<tr>
<th>Performance</th>
<th>Failed credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Masters degree</td>
<td>A dissertation/project mark of at least 50% (grade C) and</td>
</tr>
<tr>
<td></td>
<td>Either:</td>
</tr>
<tr>
<td></td>
<td>a) an overall credit-weighted average mark of at least 50% or</td>
</tr>
<tr>
<td></td>
<td>b) at least 120 credits at 50% or above from the taught modules, (grade C)</td>
</tr>
<tr>
<td>Masters degree with Merit</td>
<td>A dissertation/project mark of at least 60% (grade B) and</td>
</tr>
<tr>
<td></td>
<td>Either:</td>
</tr>
<tr>
<td></td>
<td>a) an overall credit-weighted average mark of at least 60% or</td>
</tr>
<tr>
<td></td>
<td>b) at least 75 credits at 60% or above from the taught modules, (grade B)</td>
</tr>
<tr>
<td>Masters degree with Distinction</td>
<td>A dissertation/project mark of at least 70% (grade A) and</td>
</tr>
<tr>
<td></td>
<td>Either:</td>
</tr>
<tr>
<td></td>
<td>a) an overall credit-weighted average mark of at least 70% or</td>
</tr>
<tr>
<td></td>
<td>b) at least 75 credits at 70% or above from the taught modules, (grade A)</td>
</tr>
<tr>
<td></td>
<td>No more than 30 credits with a mark of less than 50%, grade ‘D’, and no module mark &lt;40%, grade ‘F’</td>
</tr>
<tr>
<td></td>
<td>No more than 15 credits with a mark of less than 50%, grade ‘D’ and no mark &lt; 40%, grade ‘F’</td>
</tr>
<tr>
<td></td>
<td>No credits with a mark of less than 50%, grades ‘D’ or ‘F’</td>
</tr>
</tbody>
</table>
### 19.6 Postgraduate Diploma

Extract from Senate Regulation 6: Regulations governing Taught Postgraduate Programmes of Study

For a Postgraduate Diploma, a student must have attempted every assessment component for each of the modules of the taught modules, unless mitigating circumstances have been accepted, and have achieved the following thresholds

<table>
<thead>
<tr>
<th>Performance</th>
<th>Failed credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postgraduate Diploma</td>
<td>A credit-weighted average mark of at least 50%, or at least 90 credits at 50%, grade ‘C’, or above</td>
</tr>
<tr>
<td>Postgraduate Diploma with Merit</td>
<td>A credit-weighted average mark of at least 60%, or at least 90 credits at 60%, grade ‘B’ or above</td>
</tr>
<tr>
<td>Postgraduate Diploma with Distinction</td>
<td>A credit-weighted average mark of at least 70%, or at least 90 credits at 70%, grade ‘A’ or above</td>
</tr>
</tbody>
</table>

Where a Postgraduate Diploma is to be awarded as an intermediate award and a student has attempted taught modules to a value greater than 120 credits, the thresholds set out above shall be applied to the 120 credits identified to meet the criteria for the award of a Postgraduate Diploma.

### 19.7 Postgraduate Certificate

Extract from Senate Regulation 6: Regulations governing Taught Postgraduate Programmes of Study

For a Postgraduate Certificate, a student must have attempted every assessment component for each of the taught modules, unless mitigating circumstances have been accepted, and have achieved the following thresholds

<table>
<thead>
<tr>
<th>Performance</th>
<th>Failed credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Postgraduate Certificate</td>
<td>A credit-weighted average mark of at least 50%, or at least 45 credits at 50%, grade ‘C’, or above</td>
</tr>
<tr>
<td>Postgraduate Certificate with Merit</td>
<td>A credit-weighted average mark of at least 60%, or at least 45 credits at 60%, grade ‘B’ or above</td>
</tr>
<tr>
<td>Postgraduate Certificate with Distinction</td>
<td>A credit-weighted average mark of at least 70%, or at least 45 credits at 70%, grade ‘A’ or above</td>
</tr>
</tbody>
</table>

Where a Postgraduate Certificate is to be awarded as an intermediate award and a student has attempted taught modules to a value greater than 60 credits, the thresholds set out above shall be applied to the 60 credits identified to meet the criteria for the award of a Postgraduate Certificate.
20. Prizes for Economics Students

The following prizes are available to Postgraduate Economics students:

- **Best Masters Dissertation Prize** of £100 for the best mark in the dissertation.
- **Head of Department’s Prize for Best Economics Student** of £100 for the student of either MSc Economics or MSc Business Analysis and Finance who achieves the highest overall weighted average mark.
- **Head of Department’s Prize for the Best Economics and Finance Student** of £100 for the student of either MSc Financial Economics or MSc Banking and Finance who achieves the highest overall weighted average mark.

The winners of the three above prizes will be recommended by the Department of Economics Postgraduate Board of Examiners which meets in November. It is anticipated that the prizes will be awarded at the subsequent graduation ceremony in January.
21. Treatment of Medical and Mitigating Circumstances

The University recognises that students may suffer from a sudden illness or other serious and unforeseen event or set of circumstances which adversely affects their ability to complete an assessment or the results they obtain for an assessment. In such cases the mitigating circumstances regulations and procedures may be applied. These regulations are designed to ensure the fair and consistent treatment of all students.

The regulations on mitigating circumstances procedures are part of Senate Regulation 7: Regulations Governing the Assessment of Taught Programmes (http://www2.le.ac.uk/offices/sas2/regulations/documents/senatereg7-assessment.pdf).

21.1 Guide to Mitigating Circumstances Procedures:

If your ability to take an assessment or the results you obtain for an assessment have been adversely affected by a mitigating circumstance, you must:

1. **Notify** the Economics Division straight away (e.g. your personal tutor, the Economics Division’s Reception, or by email to economics@le.ac.uk).
2. **Submit** a mitigating circumstances form by the deadline, with documentary evidence to substantiate your mitigating circumstances claim. The form and further guidance is available online (http://www2.le.ac.uk/offices/sas2/regulations/mitigation).

**Deadline:** The deadline for the submission of the form and evidence is within 7 days of the affected examination(s) or coursework deadline.

**Evidence:** this must be in English, produced by an appropriate third party, which gives precise details about how and when your performance was affected by your circumstances.

What is a mitigating circumstance?

The University’s definition is given in Senate Regulation 7: "A mitigating circumstance is a serious or significant event which is unforeseen and unpreventable and could have significantly impaired the academic performance of a student in one or more assessed activities, possibly over a period of time. Mitigating circumstances may include medical matters or events directly affecting someone other than the student".

Evidence of mitigating circumstances

It is not enough to just tell the department that you believe your assessment performance has been affected by a mitigating circumstance. You must also submit the appropriate mitigating circumstances form and supply your department with supporting documentation from an appropriate third-party as evidence of the mitigating circumstance.

**The evidence must explain:** (1) **what** the circumstance is; (2) exactly **how** it affected you in relation to your studies/assessment; (3) precisely **when** (i.e. identifying which assessments were affected).

You are responsible for obtaining the appropriate documentary evidence and ensuring that it is submitted on time. The University will not, seek documentary evidence on your behalf. The evidence you submit in relation to any mitigating circumstances claim must be in English. It is your responsibility to obtain and submit a verified translation if the original evidence is in another language.
What happens after the submission of a mitigating circumstances claim?

The information and evidence you have provided will be considered by a Mitigating Circumstances Panel. Mitigating Circumstances Panels operate under the authority of Boards of Examiners. The Panel will decide whether or not you have established sufficient grounds of mitigating circumstances relevant to your assessment(s).

If the Mitigating Circumstances Panel accepts your mitigating circumstance it will make a corresponding recommendation about the affected assessment(s) to the examiners for your course. The recommendations that Mitigating Circumstances Panels are allowed to make are defined in the Regulations governing the Assessment of Students on Taught Programmes of Study (part of the General Regulations for Taught Programmes). These include, for example, the opportunity to take the affected assessment again as if for the first time (i.e. a ‘sit’ or ‘submit’), the waiving of a late submission penalty incurred for the affected assessment.

It is important to note that presentation of mitigating circumstances evidence does not guarantee that a concession will be applied and accepted mitigating circumstances do not lead to marks being changed.

Are extensions to coursework deadlines allowed because of mitigating circumstances?

The University’s regulations do not allow any extensions to deadlines to be granted to students who miss or expect to miss a published submission deadline for coursework or other assessed work. This rule applies from September 2012 onwards to all students on taught programmes of study regardless of the year that they first registered on their course. The regulations are in place to ensure all students are treated fairly.

You should notify the Economics Division at your earliest possible opportunity if you experience a sudden illness or other serious and unforeseen event or set of circumstances that mean you will not be able to meet a coursework deadline. You must also supply appropriate documentary evidence. The regulations concerning mitigating circumstances will then be applied.

Depending on the circumstance, the Economics Division will normally tell you to submit the coursework as soon as possible. If your mitigation is accepted for the affected assessment no penalty will be applied for its late/non submission.

Help with mitigating circumstances

As well as ensuring that the Mitigating Circumstances Panel is aware of your circumstances, the division/personal tutor may be able help you in dealing with your mitigating circumstances. For instance:

- if your circumstances mean you might need time away from study your personal tutor/division will be able to advise you whether a formal suspension of studies is a possibility and discuss arrangements for returning to your course;
- if you have or suspect you have a learning difficulty (e.g. dyslexia) your personal tutor/division can refer you to the AccessAbility Centre;
- if you are experiencing financial difficulties your personal tutor/division can direct you to Student Welfare Services.

Your primary contact for support in your department is your personal tutor. If for some reason you don't feel comfortable discussing your particular mitigating circumstance with your personal tutor don't worry; approach another member of staff in your department instead.
22. Complaints and Academic Appeals Procedures

The University has robust systems in place governing the quality and standards of its degree programmes and your experience as a student here. We are confident that, like the vast majority of students here, you will enjoy and be satisfied with your course. In most instances your department will be able to resolve any issues that do occur but we recognise that this will not always be possible. For this reason, the University has official procedures that allow eligible cases to be formally reviewed.

Information about these procedures, including the relevant forms, can be found on the Student and Academic Services website: see www.le.ac.uk/sas/regulations/appeals-complaints. These pages should be read in conjunction with the University’s Regulations governing student appeals (www.le.ac.uk/senate-regulation10) and Regulations governing student complaints (www.le.ac.uk/senate-regulation12).
23. Referencing and Academic Integrity

Principles of academic integrity apply to the work of everyone at the University, staff and students alike, and reflect the University’s commitment to maintaining the highest ethical and academic standards. A key part of this is acknowledging where and when, in the process of producing your own work, you have drawn on the work of others. In practice, this means that the ideas, data, information, quotations and illustrations you use in assignments, presentations, reports, research projects etc. must be credited to their original author(s). This process of crediting the work of others is achieved through referencing (see the section below on ‘Referencing styles’). Failure to do this properly is to risk committing plagiarism: the repetition or paraphrasing of someone else’s work without proper acknowledgement.

23.1 What we mean by ‘plagiarism’, ‘self-plagiarism’ and ‘collusion’

Plagiarism is used as a general term to describe taking and using another’s thoughts and writings and presenting them as if they are our own. Examples of forms of plagiarism include:

- the verbatim (word for word) copying of another’s work without appropriate and correctly presented acknowledgement;
- the close paraphrasing of another’s work by simply changing a few words or altering the order of presentation, with or without appropriate and correctly presented acknowledgement;
- unacknowledged quotation of phrases from another’s work;
- the presentation of another’s concept as one’s own;
- the reproduction of a student’s own work when it has been previously submitted and marked but is presented as original material (self-plagiarism).

Collusion is where work is prepared or produced with others but then submitted for assessment as if it were the product of individual effort. Unless specifically instructed otherwise, all work you submit for assessment should be your own and must not be work previously submitted for assessment either at Leicester or elsewhere. For more detailed information on how the university defines these practices, see also: www.le.ac.uk/sas/assessments/plagiarism

The University regards plagiarism and collusion as very serious offences and so they are subject to strict penalties. The penalties that departments are authorised to apply are defined in the Regulations governing student discipline (see www.le.ac.uk/senate-regulation11 ‘Plagiarism and collusion: Departmental penalties for plagiarism and/or collusion).

23.2 Resources and advice to help you study with integrity and avoid committing plagiarism

Negotiating these various rules, regulations and conventions can sometimes be a challenge, especially if they are new or different from previous experiences of studying. Check the Student Learning Development website for guidance on how to manage your studies so that you meet the required standards of critical scholarship and academic integrity: www2.le.ac.uk/offices/ld/resources/study/plagiarism-tutorial

If you are in any doubt about what constitutes good practice, ask your personal/academic tutors for advice or make an appointment with Student Learning Development for individual advice. You can book an appointment online by visiting: www.le.ac.uk/succeedinyourstudies

One of the most important practices in ensuring the academic integrity of your work is proper referencing. The following section contains details of how to ensure your work meets the specific referencing requirements for the discipline(s) you are studying.
23.3 Referencing style

You must use a consistent referencing style when referring to books and other publications that you have read for your coursework. Most subject areas have a specific referencing style which you are required to use. If you are on a Joint or Major/Minor programme you may find that your subjects use different referencing styles and it is important that you use the correct ones. To find out which referencing style each department uses, and for information and help on each referencing style, please visit http://www.le.ac.uk/library/help/referencing.

Requirements differ on how to arrange bibliographies (complete list of all reference and other sources at the end of your coursework) and whether references are included within the word count for your coursework – please refer to any separate guidance provided on these points.
24. Student Support Services

24.1 Career Development Service

With your drive and determination, the Career Development Service can help you develop the skills and abilities that will not only help get you to where you want to be after university, but will stay with you for life.

Career development at Leicester isn’t just about getting some work experience and writing a CV; we make sure that you get personal support to achieve your aspirations. We’re here for you from the moment you arrive, through to your graduation and beyond. We’ll give you the opportunity to try new things and to figure out what you want from your career—what it is that really drives, motivates and inspires you.

We’ll also help you identify your personal strengths and what you need to develop to be ahead of the crowd. Even if you’re not sure what it is you want to do yet, we can help you develop the skills and experience that you need to get that first job out of university, but also the ability to manage your own career development and succeed on whichever path you choose.

It’s your career development journey and you decide where it is that you want to go. By working with us you make sure that you’re giving yourself the best possible chance to get there. We’ve got the knowledge and resources to spur you on to success so, by working with us, you really will make the most of you!

When you arrive at Leicester you’ll have access to MyCareers: https://mycareers.le.ac.uk, our career management system, by simply using your university username to login. This is the gateway to:

- Booking one-to-one appointments with our career consultants for support with career planning, job hunting, CVs and applications, and mock interviews
- Booking workshops, such as mock assessment centres and psychometric testing
- Meeting employers who are coming on campus
- Finding all the opportunities available exclusively for Leicester students such as paid internships, volunteering, and extra-curricular activities

If you are looking for part time work whilst studying, make sure you sign up to Unitemps, based in the Students’ Union, for opportunities on campus and in the city.

We’re here to support you throughout your time at university so make sure that you come and visit us and log-in to your MyCareers account to get started!

Contact the Career Development Service:

0116 252 2004 | careershelp@le.ac.uk | www.le.ac.uk/careers
@uolcds | fb.com/uolcds

24.2 AccessAbility Centre

The Centre offers a range of services to all students who have specific learning difficulties, such as dyslexia, disabilities or long-term conditions including mental health which have a substantial day to day impact on their studies. Staff offer one to one support, the co-ordination of alternative examination arrangements and assistance with applications for the Disabled Students’ Allowance. It is possible to be screened for specific learning difficulties and access to formal assessment is available. Students are means tested to see if they are eligible for assistance with the cost of formal assessments. The open access Centre acts as a resource base for students and staff and is a relaxed place for students to work. Its computers are equipped with specialised software for screen enlargement. Essay planning and speech output software is on the University network. The Centre has some specialised equipment (CCTV, enlarged keyboard, and chairs) and some for loan (chairs, writing slopes and digital recorders). Photocopying and printing facilities are also available. The Centre welcomes self-referrals as well as referrals from academic staff.
Contact: AccessAbility Centre, David Wilson Library
Tel/minicom: +44 (0)116 252 5002 | Fax: +44 (0)116 252 5513 | accessable@le.ac.uk | www.le.ac.uk/accessability

24.3 Student Welfare Centre
The Student Welfare Service offers wide ranging practical support, advice, and information for students.
Financial advice is offered, with information on budgeting and funding. Specialised staff can advocate over late loans and other financial issues. Students can apply for hardship grants and loans through the Service.
Information, advice and guidance is available on finance issues and budgeting. In addition, students can apply for hardship awards and loans through the welfare service.
For international students, the Student Welfare Service coordinates The International Welcome Week in September and January. Expert immigration advice is available and students are strongly advised to renew their visas through the scheme provided by Student Welfare. Specialised Officers also support students who experience financial or personal problems.
Contact: Student Welfare Service, Percy Gee Building (First Floor).
Tel: +44 (0)116 223 1185 | Fax: 0116 223 1196 | welfare@le.ac.uk | www.le.ac.uk/welfare

24.4 Counselling and Wellbeing Service
This Service offers a range of expertise and support for the psychological aspects of health and wellbeing.
Services on offer include:

Student Counselling Support
Time-limited, free and confidential one-to-one counselling to help students find ways of dealing with academic-related or personal issues that may be affecting ability to study or engage with student life. Helping students to build on their skills to cope with the challenges of study, work and relationships through workshops.
For information see our website: www.le.ac.uk/counselling
Contact: Student Counselling Service
+44 (0)116 2231780 | counselling@le.ac.uk

Student Mental Wellbeing Support
Practical, emotional and skills based one-to-one support to students managing mental health issues whilst at the University. Helping students to build on their skills to cope with the challenges of study, work and relationships through workshops.
Contact: Student Support (mental wellbeing)
+44 (0)116 252 2283 | mentalwellbeing@le.ac.uk
www2.le.ac.uk/offices/ssds/student-support-mental-wellbeing
Student Healthy Living Service

The Student Healthy Living Service provides direction to health care and health related activity which will contribute to wellbeing and help students to enjoy a balanced life. Students should register for health care local to the University; The University works closely with the Victoria Park Health Centre where staff have expertise in student health. More information can be found on the Healthy Living Service website.

Contact: Student Healthy Living Service
+(0)116 223 1268 | healthyliving@le.ac.uk | go.le.ac.uk/healthyliving

24.5 Health Care and Registering with a Doctor

Illness can affect any one of us at any time and for this reason the University strongly advises you to register with a doctor in Leicester. The Victoria Park Health Centre (www.victoriaparkhealthcentre.co.uk) has expertise in student health and has provided medical care to the University’s students for many years. The Health Centre is located conveniently close to the main-campus and registration is free.

If when you come to University you are already under the care of a ‘specialised team’, have a known medical condition including mental health or waiting for an appointment it is still advisable to register at the Victoria Park Health Centre. Soon after arrival, make an appointment to discuss with one of the doctors who will then be in a better position to communicate with the relevant doctors and help you to manage your condition to avoid any unnecessary disruption to your studies. Please take with you information from your current doctor or consultant which includes diagnosis, current management, including medication (provide a certified English translation if the original is not in English). This is essential for international students as some conditions may be managed differently in this country, particularly in relation to medication which may be licensed differently and may need changing to something which is available to prescribe in this country. If you take medication for your condition you must bring 12 weeks supply with you to ensure continuity until the registration process is complete.

More information about registering with a doctor and other health and well-being services can be found at: http://www2.le.ac.uk/offices/healthy-living-for-students/new-students/uk-students

24.6 Learn at Leicester

Whatever your subject or level of study, there are many, many different ways in which you can access academic advice and support. The Learn at Leicester webpage provides you with further details of this support, together with direct links to a wide range of resources and services to help you:

- Make the most of the Library
- Develop your IT skills
- Manage your own learning
- Improve your English language
- Get independent advice about your course
- Manage your student information
- Sharpen your mathematics and statistics skills

You can access all of this by visiting: www.le.ac.uk/learnatleicester
24.7 Student Learning Development

Studying for a degree is a stimulating, challenging and rewarding experience. In order to make the most of this experience, the University of Leicester provides a wide range of resources and services to support and enhance your academic development in areas such as essay-writing, critical thinking, independent learning and time-management. The Student Learning Development Team is here to help you develop the skills and abilities you need in order to succeed in your studies. To find out more about how we can help you develop your academic skills and abilities, visit our website: www.le.ac.uk/succeedinyourstudies.

24.8 Students’ Union Education Unit (ED)

Education help and advice is provided by the Students’ Union for all students.

If you would find it helpful to talk to someone outside of your department, we offer a free, confidential service to help and advise you about where to go and what to do. If you wish to come and talk to us about your personal circumstances or academic worries, for example, exams or putting together an academic appeal, we will provide professional and friendly support.

You will find the Education Unit staff in the Students’ Union Building on the first floor, within the West Wing. Opening hours are 10.00 am to 4.00 pm, and you can either pop in or book an appointment by contacting us on the following details:

**Contact:** Students’ Union Education Unit (ED), Students’ Union (First Floor)
+44 (0)116 223 1132 | educationunit@le.ac.uk | http://leicesterunion.com/support/education

Online chat facilities are also available for appointments and drop in sessions.

Facebook – [https://www.facebook.com/talktoED](https://www.facebook.com/talktoED) (Drop in on Wednesdays, 3:30pm-4:30pm)

Skype - @ed_ducation1 (Drop in on Tuesdays, 9am-10am)

24.9 Religious Representatives and the Chaplaincy

The University of Leicester, like the city, is a multi-faith community. The Chaplaincy and World Faith representatives are available to students and staff of the University community for support, advice and counsel.

The Christian chaplains are based at the Gatehouse, an ecumenical Chaplaincy centre, on University Road opposite Mayors Walk. It is a place where people of any faith, or none, can meet to eat a cheap lunch, to relax, watch TV, listen to music, to pray and to discuss matters of common human, moral and spiritual interest. There are full-time Church of England and Roman Catholic Chaplains, assisted by part-time Free Church Chaplains. The Jewish, Muslim, Hindu, Sikh and Buddhist communities have representatives based on the main campus.

Prayer rooms are available for Islamic students. Situated on the mezzanine floor of the University’s Charles Wilson Building, they form the focus of the Islamic Society. Friday Prayers are held in a large room on the 10th floor of the same building at 1.15 pm.

Web: [www.le.ac.uk/chaplaincy](http://www.le.ac.uk/chaplaincy)

24.10 English Language Teaching Unit

The English Language Teaching Unit offers a variety of courses to international students who may require help with English and study skills during their course.

There are subject-specific support classes offered to students of Economics from October to March. Details of the time and place of these classes will be available at the beginning of the new semester from the English Language Teaching Unit.
There are also resources on the English Language Teaching Unit for students who wish to improve their English in their spare time ([http://www2.le.ac.uk/offices/eltu](http://www2.le.ac.uk/offices/eltu)).

Contact: English Language Teaching Unit, Readson House, 96-98 Regent Road, Leicester, LE1 7DF [eltu@le.ac.uk](mailto:eltu@le.ac.uk)
Web: [http://www2.le.ac.uk/offices/eltu](http://www2.le.ac.uk/offices/eltu).

### 24.11 Learn a New Language with Languages at Leicester

There are many benefits to learning a new language. Not only could you *enhance your career prospects* and broaden your cultural horizons, but studies show that you could also improve your literacy skills, boost your memory, increase your attention span and even help to grow your brain!

Study with the *Languages at Leicester* Team on campus, and you will be taught by expert native tutors who are based within our School of Modern Languages, which has been ranked *3rd in the country in the University League Tables, The Guardian University Guide 2016*.

We offer *16 different languages* including Arabic, British Sign Language, Chinese, German, Korean and Spanish to name just a few, six levels of learning and two course lengths, so you can study in a way that suits you. Classes take place during evenings and Wednesday afternoons, as well as intensive ‘fast track’ courses on Saturday mornings.

Find out more about *Languages at Leicester*, including fees and term dates at: [www.le.ac.uk/ml/lal](http://www.le.ac.uk/ml/lal).

The successful completion of a *Languages at Leicester course will appear on your Higher Education Achievement Report* (HEAR) when you graduate. For further details about the HEAR, please visit: [www.le.ac.uk/hear](http://www.le.ac.uk/hear).

**Contact:** Languages at Leicester +44(0)116 252 2662 | lalenquiries@le.ac.uk | [www.le.ac.uk/ml/lal](http://www.le.ac.uk/ml/lal)
25. University Regulations

Senate Regulations ([www.le.ac.uk/sas/regulations](http://www.le.ac.uk/sas/regulations)) contain rules and other important information about being an undergraduate or taught postgraduate student at the University of Leicester. The Regulations are part of the formal contract between you and the University; you will have confirmed when completing registration that you will comply with procedures defined in the University’s Regulations.

The Quick Guide to Student Responsibilities ([www.le.ac.uk/sas/regulations/responsibilities](http://www.le.ac.uk/sas/regulations/responsibilities)) summarises some of your most important responsibilities as a student at Leicester, as defined in detail in the Regulations. These responsibilities relate to:

- attendance
- submission of work by set deadlines
- term time employment (full-time students – Home/EU and International)
- illness or other circumstances impacting upon studies
- maintaining your personal details
- the additional responsibilities of international students

Failure to adhere to student responsibilities can have serious consequences and may lead to the termination of your studies.

25.1 Attendance and Engagement Requirements

Attendance and engagement with your course is an essential requirement for success in your studies. The University’s expectations about attendance are defined in Senate Regulation 4: governing student obligations ([see www.le.ac.uk/senate-regulation4](http://www.le.ac.uk/senate-regulation4)). Full-time students must reside in Leicester, or within easy commuting distance of the city, for the duration of each semester. You should attend all lectures, seminars, practical sessions and other formal classes specified in your course timetable, unless you have been officially advised that attendance at a particular session is not compulsory or you have received formal approval for absence. You are also expected to undertake all assessments set for you.

The University operates a Student Attendance Monitoring procedure. Your attendance will be monitored throughout the academic year and if sessions are missed without an acceptable explanation being provided to your department then neglect of academic obligations procedures will be initiated. This may result in your course of study being terminated.

If you are an international student and your course is terminated this will be reported to UK Visas and Immigration (UKVI), in line with University sponsor obligations.

25.2 Personal Conduct

The University expects students to conduct themselves with propriety, both in and around the University buildings and also in public places.

25.3 Term-time Employment

Paid employment during term-time should not exceed 15 hours per week. Students who undertake part-time work in term time should note that this will not be accepted as a mitigating circumstance which excuses absence from classes, the late submission of work or examination failure, or poor academic performance.

25.4 Withdrawal

Students who wish to withdraw from the University should consult their personal tutor and/or other members of academic staff within the Economics Division. Students could also seek advice from the Student Welfare Service. Students must also take a look at the information and form provided online before withdrawing ([http://www2.le.ac.uk/offices/sas2/studentrecord/withdrawal/permanent](http://www2.le.ac.uk/offices/sas2/studentrecord/withdrawal/permanent)).
25.5 Suspension of Studies
A student may be granted a period of suspension where it is accepted that s/he has personal mitigating circumstances. A suspension of studies is an approved period of absence from the programme of study and assessment for an award. Suspension of study indicates that a student is not actively studying but remains registered with the University. This means that students will continue to have access to many services of the University and that the suspension time remains part of the student’s overall period of registration. Requests for suspension of study require the approval of the Economics Division and the Student Support Centre.

Students will be notified of the next or most appropriate point for return to the programme following a period of suspension. The University will not normally agree to period of suspension of more than one year in the first instance. The University will also not normally agree to a period of suspension which does not permit the completion of the programme within the maximum period of registration.

The suspension form and further guidance is available online (http://www2.le.ac.uk/offices/sas2/studentrecord/withdrawal/temporary). Before submitting an application, students should seek advice from the Student Welfare Service.

25.6 Normal periods of registration
The normal period of registration for a campus-based masters degree programme is 12 months full-time and the maximum period is 24 months full-time.

25.7 Academic Dress
Full academic dress must be worn when students are presented at Degree Congregations.

The official robe makers to the University, Ede and Ravenscroft Limited, Unit A, Denny Industrial Centre, Waterbach, Cambridge CBS 9PB, are the only authorised suppliers of the University's gowns, hoods and caps.

Further information regarding academic dress and your Degree Congregation will be sent to you shortly before you are due to graduate.

25.8 Residential Accommodation
All students are required to be familiar with the University’s regulations regarding residential accommodation, available on the Accommodation Services website: http://www2.le.ac.uk/offices/accommodation
26. Safety and Security

26.1 Safety awareness

On Hearing a Fire Alarm
Leave the building by the nearest available exit.
- Keep calm.
- Do not use the lifts
- Do not shout or talk loudly
- Do not stop to collect personal belongings
- Do not re-enter the building
Proceed to the designated assembly point.

Accident and First Aid
Within the Astley Clarke building there are a number of ‘First Aid’ boxes which can be clearly identified by their dark green colour and prominent position.
In the event of an emergency contact the Economics Reception on extension 2892, who will call the designated First Aid Officer or if in doubt call the emergency services number 999.

If You Discover a Fire
- Sound the alarm
- Call the University emergency number 888
- Call the emergency services number 999
- Evacuate the building

26.2 Security awareness
The University’s security officers and members of the administrative staff are authorised to ask for proof of identity from anyone who is in a building out of hours, or who is in a restricted area, or who is behaving inappropriately. Academic staff, administrators, and others with responsibility for buildings, property or equipment are authorised to check disorderly or improper conduct wherever it may occur.
27. Personal Belongings

Your personal belongings are not covered by the University’s insurance. You are therefore advised to check whether your parents’ or family policies provide adequate protection. If not, private insurance arrangements should be made.

A lost property service operates from the Security Lodge, which is situated at the far end of the Fielding Johnson Building on Wyggeston Drive, University entrance No. 1.

Bicycles may be brought onto the main campus but must be placed in the cycle racks provided, and appropriate security measures taken to help to prevent theft and damage. For advice on preventing cycle theft and details of the University’s D-Lock Scheme visit: https://www2.le.ac.uk/offices/estates/services/day-to-day-services/Security/dlocks.
28. Alumni

We are delighted to welcome back former students who are visiting Leicester, and we urge you to keep in touch with your tutors and send us back news.

The Economics Division enjoys keeping in contact with its alumni. Former students are regularly invited to return to the University to talk to current students. We also have a LinkedIn (www.linkedIn.com) group which we invite all students and graduates to join. Simply search for University of Leicester Economics Alumni and Students on LinkedIn.

In addition to this, the Alumni Relations Office (www.le.ac.uk/alumni/) looks after the University’s relations with graduate members. It publishes Leicester Graduates’ Review twice a year, holds annual, regional and social events, offers services, and looks after the University’s Family Programme for the families of current students. All graduates are automatically members of the University of Leicester Alumni Association and lifelong members of the University. They have free access to the library and may borrow up to four books.

Benefits and services

We are always eager to enhance the range of benefits we can offer - please contact us if you have any suggestions.

- Family Programme - Parents and close family of students can keep in touch with general developments at the University and find out about events or projects which may be of interest.
- Memorabilia - Perfect gifts or keepsake mementos for graduates and friends of the University.

Graduate benefits

- Find your friends - Contact people who shared your course, society, hall etc.
- Arrange a reunion - Large or small, we can help by providing publicity on this website and in the Leicester Graduates’ Review, and through helping you contact your old team/society/class mates
- Careers Advice - The University's Careers office can provide alumni with advice on career development and job searches
- Email for Life - The email forwarding service for graduates, giving you a consistent, professional email address: yourname@alumni.le.ac.uk
- Graduates’ Magazine - Read news about the university and your fellow alumni; subscription to our magazine is free for graduates of the University.
- Library - Graduates can apply for a reduced rate borrowing card, in addition to a free reference card.
- Sports card - Purchasing a Graduates’ Sportscard will give you access to the University’s sports facilities.

A Graduate Homecoming takes place on the Saturday at the end of the summer term, where there is a programme of events to welcome back former students. Please visit the alumni website on www.le.ac.uk/alumni.
29. Staff Research Interests

For information about the research interests of our academic staff please visit the following webpages:

- Recent publications: [http://www2.le.ac.uk/departments/economics/research](http://www2.le.ac.uk/departments/economics/research)
- Individual research interests are available on each staff member’s webpage: [http://www2.le.ac.uk/departments/economics/people/academic-and-teaching-staff](http://www2.le.ac.uk/departments/economics/people/academic-and-teaching-staff)
- Visit our events and news items section to learn about events relating to research and publications: [https://www2.le.ac.uk/departments/economics/news](https://www2.le.ac.uk/departments/economics/news)