



**REGENT'S**  
UNIVERSITY LONDON

European Business School London  
Regent's Business School London



Autumn 2014  
**Undergraduate  
Application Guide**

Dear Student,

Thank you for choosing Regent's University London for your study abroad experience.

In order to confirm your place on the programme, you are required to send a complete application pack electronically to [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk) by the following deadlines:

**Non-EU/EEA nationals**

**30<sup>th</sup> March 2014 for the Autumn 2014 semester**

**30<sup>th</sup> October 2014 for the Spring 2015 semester**

**EU/EEA nationals**

**15<sup>th</sup> April 2014 for the Autumn 2014 semester**

**30<sup>th</sup> October 2014 for the Spring 2015 semester**

This guide helps you to complete your application and provides you with information on how to choose courses, apply for a visa and explains the process once your application is received by the International Partnerships Office (IPO). You will also find information on the academic calendar and what to expect once arrived at the University.

It is essential that your application reaches us by the deadline specified above. This allows sufficient time for your application to be processed.

If you have any questions regarding your application, please do not hesitate to contact [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk).

We look forward to welcoming you to Regent's University London!

Kind regards,

The International Partnerships Office (IPO)  
Regent's University London  
Inner Circle, Regent's Park  
London NW1 4NS

T: +44 (0) 20 7487 7727/7476 or +44 (0) 203 075 6245

F: +44 (0) 20 7487 7486

E : [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk)

## Contents

<b>CONTENTS .....</b>	<b>3</b>
<b>APPLICATION DOCUMENTS AND DEADLINES .....</b>	<b>4</b>
<b>APPLICATION INSTRUCTIONS .....</b>	<b>5</b>
<b>CHOOSING MODULES .....</b>	<b>6</b>
<b>UNDERGRADUATE MODULES AT .....</b>	<b>8</b>
<b>THE EUROPEAN BUSINESS SCHOOL LONDON (EBSL) .....</b>	<b>8</b>
<b>ENGLISH LANGUAGE REQUIREMENTS AND SUPPORT .....</b>	<b>10</b>
<b>TUITION FEES .....</b>	<b>24</b>
<b>VISA INFORMATION FOR NON-EU/EEA NATIONALS.....</b>	<b>25</b>
<b>ACCOMMODATION .....</b>	<b>ERROR! BOOKMARK NOT DEFINED.</b>
<b>UNDERGRADUATE ACADEMIC CALENDAR (EBSL AND RBSL) .....</b>	<b>27</b>
<b>CONFIRMATION OF ACCEPTANCE/ ONLINE ENROLMENT .....</b>	<b>30</b>
<b>ORIENTATION WEEK .....</b>	<b>31</b>
<b>CONTACTING THE INTERNATIONAL PARTNERSHIPS OFFICE (IPO) .....</b>	<b>31</b>



## Application documents and deadlines

In order to apply you must submit documentation as detailed below.

All documents must be sent electronically to the International Partnerships Office (IPO) on [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk). **The IPO does NOT accept applications by post.**

### Deadlines

The deadlines for non-EU/EEA nationals is earlier than for EU/EEA citizens to allow time to issue any supporting documents you may need for your visa application.

#### NON-EU/EEA NATIONALS

**Deadline:** 30<sup>th</sup> March 2014 for the Autumn 2014 semester

**Deadline:** 30<sup>th</sup> October 2014 for the Spring 2015 semester

#### EU/EEA NATIONALS

**Deadline:** 15<sup>th</sup> April 2014 for the Autumn 2014 semester

**Deadline:** 30<sup>th</sup> October 2014 for the Spring 2015 semester

### Application Documents

#### Students applying for undergraduate modules need to submit

- ✓ A copy of your official academic university transcript
- ✓ A copy of your passport (where your personal details and photo appear) / national identity card (EU/EEA students only)
  
- ✓ A clear JPEG portrait photo (for your ID card)
- ✓ [Application Form/ Module choice form](#)
- ✓ Letter of Motivation (independently applying students only)

## Application instructions

### Application form

This is a three page word document requesting your personal details and module choices. It can be downloaded from <http://www.regents.ac.uk/study/study-abroad/inbound.aspx>. Please complete this form electronically and email it to [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk).

- ✓ Give your full name as it appears on your passport/ national ID card
- ✓ Provide a valid email address which you use regularly, and which you will have access to during holidays and after arrival in London. We mainly communicate to you via email and it is important that we can reach you
- ✓ Indicate if you require a visa and the type you wish to apply for. Visa information can be found on pages 26 and 27
- ✓ Disclose any disabilities that you may have. You will be contacted by the disability officer to put in place any requirements you may have during your stay at the University.
- ✓ For Information about disability support at Regent's University, please refer to the following link: <http://www.regents.ac.uk/study/student-life/disability-information.aspx>

### Jpeg photo

This photo will be used to produce your Regent's University Identity Card. As this photo will be part of your identification while in London, it is important that the photo:

- Shows your portrait
- Is clear
- Shows you facing the camera
- Is in high resolution
- Has a good size (70 KB)
- Is saved in JPEG format with your name



Example of a good photo

### Transcript/ Record of Achievement

Send us a recent transcript (record of achievement) detailing the modules and results you have taken at your home institution. You will be able to get this from your registry, or ask your International Office for advice.

### Copy of your passport/ national ID card

Scan your passport (photo page, personal details like name, date of birth etc) or your national ID card (if you are an EU/EEA citizen) and send it to us via email. If you currently do not have a valid document or it is going to become invalid within the next year, please indicate this accordingly on your application form.

### Letter of Motivation

If you are an independent study abroad student (i.e. your institution is not a partner of Regent's University London) you will also need to submit a 500 word statement detailing why you wish to study at Regent's University London.



## Choosing modules

### The module choice form

It is necessary to select the modules you intend to study at Regent's University before your arrival. This form is available for download at <http://www.regents.ac.uk/study/study-abroad/inbound.aspx>.

### Before you fill it in and submit it:

- ✓ Read the module description/syllabi carefully (available from [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk))
- ✓ Check if you meet the pre-requisites for the course (if applicable)
- ✓ Check with your home institution (academic advisor and/or International Office) if you will be given credit for the course

### Modules

To choose your courses, please refer to pages 8-12 where you will find a list of available undergraduate modules. Detailed descriptions of each course are available on request (email [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk)).

You may combine modules from the two degree programmes at the European Business School

- ✓ BA (Hons) International Business and
- ✓ BA (Hons) International Events Management

and from the degree programme at Regent's Business School London

- ✓ BA Global Management

Do not mix classes from across EBSL and RBSL as this will lead to timetable clashes. The more you chose from across degree programmes and levels, the more likely timetable clashes are.

- Check with your home institution to see how many courses/ credits you must take. We recommend taking no more than 25 ECTS per semester. A full work load is 30 ECTS.
- Non-EU/EEA students must register as full-time students, which is at least 15 contact hours (3 to 4 modules) due to visa regulations.
- You can choose modules from Levels 1, 2 or 3 and either core or elective modules.
  - You **must** make sure that you meet the pre-requisites needed/demonstrate prior knowledge for Level 3 (final year) modules.
  - Core modules run every semester, but elective modules only run subject to demand.
- You must have your choices approved by your academic tutor at your home institution.
- You must indicate approved alternative modules. Due to timetable clashes or closed classes it is possible that you cannot get into all first choices.
- The more courses you choose from across the programmes, and from across different levels, the more likely that courses clash
- Try and only choose modules from one degree programme and from one level to avoid timetable clashes

**Business English**

You may also register for 'Business English' (5 ECTS), as long as you do not have more than 30 ECTS overall. For more information about the English course, see page 24.

**Foreign language courses (not English)**

You may replace one business module with a foreign language course. Regent's offers French, German, Italian, Japanese, Mandarin Chinese, Portuguese, Arabic, Russian and Spanish. If you wish to take this option, you will need to indicate this on the module choice form.

**Your module choices**

- We cannot guarantee that students will be given their first choices.
- Therefore, indicate **6 approved suitable alternatives** on your form. You may be given any of these 6 modules if your first choices are not available. The alternative choices must be approved by your home institution. If your form does not state these 6 alternatives it will not be accepted and it will be returned.
- You should register for classes at one school exclusively. You generally cannot take classes from across the two business schools, but exceptions apply. Contact [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk) for advice.
- It is imperative that **ALL** your module choices, including alternative choices, are approved by your home institution before you return this form to us. You must ensure that your form is **signed by your home institution** before it is submitted.
- You must ensure that you tick the box 'compulsory' if you require the module in order for your graduation not to be delayed at your home institution.
- **Once submitted you cannot make any changes to the Module Choice Form.**
- To avoid timetable clashes, choose modules from one degree programme only, and from one level.
- Your individual timetable will be confirmed during Orientation Week.

# UNDERGRADUATE MODULES AT

## The European Business School London (EBSL)

Autumn 2014 and Spring 2015

- ✓ Elective subjects only run subject to sufficient numbers of students enrolling in the class
- ✓ For any Level 3 course you will need to meet the pre-requisites of the course. Please check the module description carefully and consult with your academic adviser (and the IPO if necessary)
- ✓ Do not chose modules from the below list only. Ensure that you read the module outline, and that you discuss your options with your academic advisor (and/or your international office)
- ✓ The module choice form that you send to Regent's University London as part of your application is your final selection. No changes can be made at a later stage
- ✓ Module descriptions and syllabi can be requested from: [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk)
- ✓ Timetable clashes may be avoided if you chose only classed from one level, and from one degree programme

Program me	Semester	Elective or Core	Leve l	Module Code	Module Title	ECT S	Notes
BA IB BA IB/ BA IEM BA IB/ BA IEM BA IB	AS and SS	Core	I	ACC4A1	Financial Reporting	5	
	AS and SS	Core	I	BUS4A1	International Business Environment	5	
	AS and SS	Core	I	ECO4A2	Foundations of Managerial Economics	5	
BA IB	AS and SS	Elective	I	FIN4A1	Introduction to Financial Markets	5	
BA IB	AS and SS	Core	I	INF4A1	Information Technology for Business	5	
BA IB	AS and SS	Elective	I	INF4A5	Web Design	5	
BA IB	AS and SS	Elective	I	INF4A4	Information Modelling and Database Design	5	
BA IB	AS and SS	Elective	I	INF4A3	Project Management and IT Skills	5	
BA IB	AS and SS	Elective	I	CCS4A1	Communication Across Cultures	5	
BA IB	AS and SS	Elective	I	BUS4A4	Introduction to Global Political Economy (BAIEM Module)	5	
BA IB	AS and SS	Elective	I	MGT4A4	Introduction to Writing for the Media (BAIEM Module)	5	
BA IB	AS and SS	Elective	TBC	TBC	Arabic for Business: Stage 1-4	5	
BA IB	AS and SS	Elective	TBC	TBC	Chinese for Business: Stages 1-4	5	
BA IB	AS and SS	Elective	TBC	TBC	French for Business Stages 1-7	5	
	AS and SS	Elective	TBC	TBC	German for Business Stages 1-7	5	
BA IB	AS and SS	Elective	TBC	TBC	Japanese for Business Stages 1-7	5	
BA IB	AS and SS	Elective	TBC	TBC	Portuguese for Business Stages 1-4	5	
BA IB	AS and SS	Elective	TBC	TBC	Russian for Business Stages 1-7	5	
BA IB	AS and SS	Elective	TBC	TBC	Spanish for Business Stages 1-7	5	
BA IB	AS and SS	Elective	I	MGT4A2	Media Technology for Business	5	
BA IB	AS and SS	Elective	I	LAW4A1	Introduction to Business Law (BAGM Module)	5	



Program me	Semester	Elective or Core	Level	Module Code	Module Title	ECT S	Notes
<b>BA IB</b>	AS and SS	Core	1	QUA4A2	Understanding Business Data	5	
<b>BA IB</b>	AS and SS	Core	1	ECO4A2	Managerial Economics	5	
<b>BA IB</b>	AS and SS	Elective	2	STM5A3	Environmental Sustainability for Managers (BAGM Module)	5	
<b>BA IB</b>	AS and SS	Core	2	ECO5A3	Macroeconomic Analysis: A Basis for International Comparison	5	
<b>BA IB</b>	AS	Elective	2	FIN5A5	Principles of Financial Management	5	
<b>BA IB</b>	AS and SS	Elective	2	FIN5A4	Global Banking	5	
<b>BA IB</b>	SS	Elective	2	FIN5A6	Quantitative Methods for Finance and Investments	5	
<b>BA IB</b>	AS and SS	Elective	2	INF5A1	Information Management	5	
<b>BA IB</b>	AS and SS	Elective	2	LAW5A1	Law and the Corporation	5	
<b>BA IB</b>	AS and SS	Core	2	MGT5A3	Principles of International Human Resource	5	
<b>BA IB</b>	AS and SS	Elective	2	MKT5A3	Principles of Marketing	5	
<b>BA IB</b>	AS and SS	Elective	2	QUA5A2	Collecting and Using Business Data	5	
<b>BA IB</b>	SS	Elective	2	INF5A3	Human-Computer Interaction in Business Contexts	5	
<b>BA IB</b>	AS and SS	Elective	2	MKT5A8	Sustainability-led Marketing	5	
<b>BA IB</b>	AS and SS	Elective	2	MKT5A7	Market Research	5	
<b>BA IB</b>	AS and SS	Elective	2	DSM5A4	Branding (BAGM module)	5	
<b>BA IB</b>	AS and SS	Elective	2	BUS5A1	Principles of Global Political Economy (BAGM)	5	
<b>BA IB</b>	AS and SS	Elective	2	ACC5A2	Financial Accounting II (BAGM module)	5	
<b>BA IB</b>	AS and SS	Elective	2	CCS5A1	Understanding Cross-Cultural Issues in the Contemporary World	5	
<b>BA IB</b>	AS and SS	Elective	3	CCS6A1	The Business of Culture: Britain and the Heritage Industry	5	
<b>BA IB</b>	AS and SS	Core	3	BUS6A2	Business Strategy: Managing and Thinking Strategically in a Rapidly Changing International Environment	10	STRICT PREREQUISITES
<b>BA IB</b>	AS and SS	Core	3	BUS6A3	International Business	10	
<b>BA IB</b>	AS and SS	Elective	3	CCS6A2	Cross-Cultural Perspectives in Management	5	
<b>BA IB</b>	SS	Elective	3	ECO6A1	International Economics	5	
<b>BA IB</b>	AS and SS	Elective	3	FIN6A9	Mergers and Acquisitions	5	
<b>BA IB</b>	AS and SS	Elective	3	FIN6B1	Multinational Financial Management	5	
<b>BA IB</b>	AS	Elective	3	FIN6B2	Financial Risk Management	5	
<b>BA IB</b>	SS	Elective	3	FIN6B3	Financial Media and Communications	5	
<b>BA IB</b>	AS and SS	Elective	3	INB6A1	Planning a New Venture	5	
<b>BA IB</b>	AS and SS	Elective	3	INB6A2	The Business and Management of Small and Medium Enterprises	5	
<b>BA IB</b>	SS	Elective	3	LAW6A1	European Law	5	
<b>BA IB</b>	AS	Elective	3	LAW6A2	International Law	5	
<b>BA IEM</b>	AS and SS	Elective	3	ENG6A1	Advanced Business English	5	
<b>BA IEM/IB</b>	AS and SS	Elective	3	INF6A3	Business Intelligence	5	
<b>BA IEM</b>	AS and SS	Elective	2	MKT5A5	Advertising and Media in the Marketing Environment	5	

Do not mix modules from across European Business School (EBSL) and Regent's Business School (RBSL). For further information contact [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk).

## MODULES AT Regent's Business School London (RBSL) UNDERGRADUATE LEVEL

- ✓ Elective subjects only run subject to sufficient numbers of students enrolling in the class
- ✓ For any Level 3 course you will need to meet the pre-requisites of the course. Please check the module description carefully and consult with your academic adviser (and the IPO if necessary)
- ✓ Do not chose modules from the below list only. Ensure that you read the module outline, and that you discuss your options with your academic advisor (and/or your international office)
- ✓ The module choice form that you send to Regent's University London as part of your application is your final selection. No changes can be made at a later stage
- ✓ Module descriptions and syllabi can be requested from: [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk)
- ✓ Timetable clashes may be avoided if you chose only classed from one level, and from one degree programme

Program	Semester	Core/	Leve	Module	Module Name	ECT	Note
BA GM	AS and SS	Elective	2	MGT5A6	Issues in Contemporary Management	5	
BA GM	AS and SS	Elective	2	MKT5A2	Marketing Communication	5	
BA GM	AS and SS	Elective	2	DSM5A2	Design Management Practice and Theory	5	
BA GM	AS and SS	P-Core	2	STM5A2	Corporate Responsibility	5	
BA GM	AS and SS	P-Core	2	FIN5A2	Quantitative Analysis for Finance	5	
BA GM	AS and SS	P-Core	2	MGT5A2	The Management of Global Trade	5	
BA GM	AS and SS	Elective	2	MGT5A5	Managing New Ventures	5	
BA GM	AS and SS	Elective	2	BUS5A1	Principles of Global Political Economy	5	
BA GM	AS and SS	Elective	2	DSM5A3	Design Research	5	
BA GM	AS and SS	Elective	2	DSM5A4	Branding	5	
BA GM	AS and SS	Elective	2	DSM5A5	Design for Society	5	
BA GM	AS and SS	Elective	2	DSM5A6	Designing Solutions for Change	5	
BA GM	AS and SS	Elective	2	STM5A3	Environmental Sustainability for Managers	5	
BA GM	AS and SS	Elective	2	MKT5A8	Sustainability-led Marketing	5	
BA GM	AS and SS	Elective	2	STM5A4	Globalization and Social Equity	5	
BA GM	AS and SS	Elective	2	ACC5A2	Financial Accounting II	5	
BA GM	AS and SS	Elective	2	FIN5A3	Company Analysis and Valuation	5	
BA GM	AS and SS	Elective	2	ACC5A1	Management Accounting	5	
BA GM	AS and SS	Elective	2	FIN5A4	Global Banking (BAIB module)	5	
BA GM	AS and SS	Elective	2	MKT5A7	Market Research	5	
BA GM	AS and SS	Elective	2	MKT5A9	Managing Advertising Copywriting and Design	5	
BA GM	AS	Elective	3	MGT6A3	Entrepreneurship in the Global Environment	5	*
BA GM	AS and SS	P-Core	3	STM6A1	Change Management for Corporate Sustainability	10	*
BA GM	SS	Elective	3	MGT6A4	Management Issues for the Global Family Business	5	*
BA GM	AS	Elective	3	MGT6A2	Organisational Behaviour in a Global Context	5	*
BA GM	SS	Elective	3	MGT6A5	Managing the Global Supply Chain	5	*
BA GM	AS	Elective	3	BUS6A5	Issues in the Global Political Economy	5	*
BA GM	SS	Elective	3	MGT6A6	Global Human Resource Management	5	*

<b>BA GM</b>	SS	Elective	3	MGT6A7	Organisational Politics	5	*
<b>BA GM</b>	AS	Elective	3	DSM6A2	Brand Innovation	5	*
<b>BA GM</b>	SS	Elective	3	DSM6A5	Design Compliance	5	*
<b>BA GM</b>	AS	Elective	3	DSM6A3	Design Finance	5	*
<b>BA GM</b>	AS and SS	P-Core	3	DSM6A1	Design Leadership	10	*
<b>BA GM</b>	AS	Elective	3	DSM6A4	Service Design Management	5	*
<b>BA GM</b>	SS	Elective	3	DSM6A6	Managing Content for Brands, Products and Services	5	*
<b>BA GM</b>	SS	Elective	3	DSM6A7	Managing Strategic Design	5	*
<b>BA GM</b>	SS	Elective	3	DSM6A8	Managing the Effects of Design	5	*
<b>BA GM</b>	AS	Elective	3	EVM6A7	Design in International Events Management	5	*
<b>BA GM</b>	AS	Elective	3	FIN6A2	Corporate Governance and Financial Ethics	5	*
<b>BA GM</b>	AS	Elective	3	STM6A3	Innovation for Sustainable Global Enterprise	5	*
<b>BA GM</b>	SS	Elective	3	STM6A4	Knowledge Ecology and Sustainability	5	*
<b>BA GM</b>	SS	Elective	3	STM6A5	Global Sustainable Business Development	5	*
<b>BA GM</b>	SS	Elective	3	STM6A6	Sustainability in Practice	5	*
<b>BA GM</b>	SS	Elective	3	STM6A7	People, Sustainability and SMEs	5	*
<b>BA GM</b>	AS	Elective	3	FIN6A3	Multinational Financial Management	5	*
<b>BA GM</b>	SS	Elective	3	FIN6A5	Issues in Corporate Finance	5	*
<b>BA GM</b>	SS	Elective	3	FIN6A6	Financial Portfolio Management	5	*
<b>BA GM</b>	AS	Elective	3	FIN6A4	Managing Real Estate Investment	5	*
<b>BA GM</b>	SS	Elective	3	FIN6A7	Islamic Finance	5	*
<b>BA GM</b>	SS	Elective	3	FIN6A8	Wealth Management	5	*
<b>BA GM</b>	SS	Elective	3	MKT6A4	Retail and Channel Management	5	*
<b>BA GM</b>	AS	Elective	3	MKT6A2	Global Marketing Management	5	*
<b>BA GM</b>	AS	Elective	3	MKT6A3	Public Relations	5	*
<b>BA GM</b>	SS	Elective	3	MKT6A5	Global Media Management	5	*
<b>BA GM</b>	SS	Elective	3	MKT6A6	Interactive & Digital Marketing	5	*
<b>BA GM</b>	AS and SS	P-Core	3	MKT6A1	Strategic Marketing Management	10	*
<b>BA GM</b>	AS	Elective	3	MKT6B2	Services Marketing (BA IB module)	5	*

## MODULE DESCRIPTIONS

### Advertising and the Media in the Marketing Environment

Effective use of advertising and media are fundamental to a marketing-oriented organisation. This module offers the fundamental knowledge and analytical skills you will need for advertising projects or careers in advertising. You will explore current academic advertising theory and contemporary practice, and learn how to develop effective advertising and media research projects on the basis of sound evidence and analysis.

### Branding

Brands are powerful influencers, affecting the decisions and purchasing habits of consumers across the world. You will look at how brands are created to express an organisation's personality and the processes involved. Using real-life scenarios, you will learn to prepare briefs and manage the design process from conception to realisation.

**Business Communication**

You will learn the art of effective communication, through a range of verbal and written mediums. You will practice presenting individually and in teams.

**Business Intelligence**

Historical, current and predictive analysis of large volumes of global data can be used to optimise and streamline business operations. This module examines the science of decision making and business data analytics and how they are used in a variety of real-world scenarios. It seeks to provide a broader perspective of this fast-emerging sector, emphasising the need for sound strategic bedrock. You will look at the steps involved in developing and preparing BI solutions and the variety of methods and models used to identify patterns in data. The main areas of the BI environment, including data warehousing, data mining and business process management, are covered, and you will also gain hands-on experience of the SAS package and other software solutions.

**Business Planning in a Global Context**

This module focuses on the key elements of starting a business: researching target customers and competition, deciding on strategy and writing a business plan. You will explore the changing business environment, and learn about the on-going process of managing and monitoring a business.

**Business Strategy: Managing and Thinking Strategically in a Rapidly Changing External Environment**

You will study the frameworks and models necessary to analyse the position of an organisation or industry and its environment in relation to future direction and strategy. Using case studies, you will explore the process of decision making in an increasingly competitive global context. The module also introduces newer developments and concepts such as real options, the resource- and knowledge-based views of a firm, sustainability in a strategic context and cognitive mapping.

**Change Management for Corporate Sustainability**

How do managers lead businesses toward sustainability? This module focuses on how to manage the process of change and help shape the ideal organisations of the future. You will become familiar with the phases of organisational transformation, legal requirements, strategies and management skills required to lead change in this area.

**Chinese for Business 1 & 2**

In business, communication barriers can lead to missed opportunities, while foreign language learning fosters the development of cultural competence and a better understanding of and cooperation with other countries. These modules introduce the Chinese language and the societies where it is spoken. You will learn to communicate in Chinese at a basic level and gain an awareness of sociolinguistic conventions and cultural aspects of Chinese society.

**Chinese for Business 3**

This module is for students with increasing levels of knowledge in the language, with stages at low-intermediate, intermediate, higher intermediate and advanced levels. It will develop your linguistic competence in both formal and informal contexts and prepare you for your study period abroad. You will enhance your knowledge of socio-linguistic conventions and Chinese society. You will use a range of written and audio-visual sources and further develop your ability to communicate orally and in writing using increasingly complex forms in social, working and academic settings.

**Collecting and Using Business Data**

This module examines business quantitative techniques and the issues involved in data collection. You will learn how to select appropriate analytical tools when presented with business data, and about the production and interpretation of computer-generated information for input into managerial decision-making processes. Finally, you will look at the computational analysis of business data and perform appropriate data collection for specified business situations.

**Communication Across Cultures**

This module aims to build your awareness of cultural differences and how they affect interaction between individuals and groups. It introduces some of the issues of adaptation you will need to consider for your Study Period Abroad. You will learn about different ways of thinking, behaving and communicating and increase your own cultural self-awareness. The course will also help you to develop practical skills for effective communication in inter-cultural situations, using scenarios drawn from education, business and daily life.

**Company Analysis and Evaluation**

This module aims to increase your understanding of company accounts and the principles of analysing financial statements. You will learn how to critically assess a company's financial position and apply various methods to its valuation, using real-life business cases.

**Corporate Responsibility**

This module explores the relationship between business and wider society, and the impact of a company's behaviour on those around it, and on its own reputation. You will learn about the importance of organisational accountability, and how to identify and manage the opportunities and risks.

**Cross-Cultural Perspectives in Management**

Success as an international manager requires an understanding of diverse business practices and the ability to reconcile cultural differences and dilemmas. You will examine the concept of culture in all its complexity and the different levels of culture that are at work in cross-cultural contexts. You will also look at inter-cultural sensitivity within the workplace, and analyse contemporary social and cultural issues in different societies.

**Design Compliance**

Intellectual property is a dynamic area of law used to describe the rights that protect innovative and creative endeavour. This module examines the protection of ideas and the management of intellectual property rights. You will be introduced to the key principles and legal aspects of protecting intellectual property in the creative industries.

**Design Finance**

This module covers budgetary planning, and the costing of products and services for the design process. Through simulation of real-life scenarios, you will learn to apply financial methods as part of design management and balance competing needs to ensure business growth.

**Design in International Events Management**

This module explores design as a practice and discipline in relation to events management. You will look at the relationship between design thinking and marketing communications and learn how to develop an event design pitch. The module examines current practices in designing events, understanding audiences, the meaning and interpretation of events, and design in cross-cultural contexts. You will gain a current industry perspective from guest speakers and learn through practical design application tasks.

**Design Leadership**

This module allows students on the design management pathway to apply and synthesise all their previous learning. You will reflect on your personal direction in design management and explore the concept of leadership. The module supports you in preparing for your dissertation and developing your professional portfolio.

**Economics for Global Business**

This module focuses on understanding how global macroeconomic issues affect the economies of all countries, together with microeconomic concepts of supply and demand. You will examine the role of government at macroeconomic level, and analyse the economic positions of the European Union, USA and BRIC countries.

**Environmental Sustainability**

Environmental issues are an increasingly important factor in business. Investing in measures such as waste reduction and alternative energies serves both the business and customer interests. You will explore the most pressing environmental issues from a global management perspective, and learn about essential evaluation and monitoring techniques.

**Environmental Sustainability for Managers**

Environmental issues are an increasingly important factor in business. Investing in measures such as waste reduction and alternative energies serves both the business and customer interests. You will explore the most pressing environmental issues from a global management perspective, and learn about essential evaluation and monitoring techniques.

**European Law**

This module introduces the general principles of EU law, how it operates and the relationship with the laws of member states. You will study the history of the original European Economic Community and its development into the expanding European Union of today. Areas of law covered include the single market, freedom of movement, human rights, economic rights, the internal market and competition law. You will also examine the penalties for member states who fail to implement EU policies, and the corporate and international obligations of different types of business organisations in relation to the EU.

**Financial Accounting**

This module covers accounting in more complex financial scenarios and transactions covered by the International Financial Reporting Standards. You will develop the knowledge, understanding and practical skills necessary to frame appropriate accounting entries and financial statements. You will explore current issues in global financial markets and the role of financial reporting, as well as the response to future developments.

**Financial Media and Communications**

Financial stories have dominated the political agenda and national media headlines in recent years. This module looks at how events get picked up by the media, triggering responses in the financial markets. It includes an overview of the editorial and production process, particularly in integrated financial newsrooms such as Bloomberg or Reuters. You will learn how to deconstruct news stories and research topical issues affecting the financial markets and businesses in general. The key regulatory requirements underpinning financial announcements are covered, as well as the ethical and compliance issues involved with the communication and coverage of financial markets.

**Financial Portfolio Management**

This module examines contemporary theory and practice in managing financial assets. You will learn to apply a variety of methods and techniques in both global business and personal investment settings.

**Financial Reporting**

Accounting is the 'language' used by businesses to communicate business performance and status to investors. You will explore the key financial statements used by managers and shareholders to make informed business



decisions and develop an understanding of the importance of accounting concepts. You will learn to prepare financial statements and make accounting presentations as part of a team.

### **Financial Reporting**

Accounting is the 'language' used by businesses to communicate business performance and status to investors. You will explore the key financial statements used by managers and shareholders to make informed business decisions and develop an understanding of the importance of accounting concepts. You will learn to prepare financial statements and make accounting presentations as part of a team.

### **Financial Risk Management**

This module aims to provide a comprehensive and detailed understanding of the use of derivatives for selling, trading and hedging, and their wider implications. You will learn to critically analyse a range of issues with respect to specific products and financial risk management in general. The module aims to develop your capacity to work in investment banking, investment management, the finance function of a firm, or in a regulatory or oversight capacity. You will gain skills in working as a team to analyse data and assess problems on a financial risk management project.

### **Global Banking**

Banking is a special sector of the financial industry which is affected by globalisation trends and changes in the regulatory environment. This module examines the purpose, principles and fundamental concepts of today's financial markets, instruments and institutions in the context of globalisation and international trade. You will look in particular at banking and its changing nature, not only as an intermediary between lenders and borrowers, but also as the provider of other financial services.

### **Global Human Resource Management**

This module looks at the key aspects of employing people internationally, irrespective of the sector of the economy in which they are employed. You will learn from a line manager's perspective how to employ, lead and develop employees in a global setting.

### **Global Media Management**

This module introduces the main media communications tools and how they can be used to help a business in positioning its brand. You will learn how to prepare specifications, commission agencies and judge proposals in building global media campaigns.

### **Human-Computer Interaction in Business Contexts**

The fast-paced nature of business makes it important for computer users to interact intuitively and effectively with technology to accomplish tasks. This module investigates human-computer interaction (HCI) through a variety of methodologies, models and design guidelines, and explores real-world case studies in the wider business context. You will learn why HCI principles are important to the operation of business systems, and how apply interface design guidelines. You will also develop skills in prototyping and evaluating interfaces for business uses.

### **Information Management**

This module provides a comprehensive overview of current and trend technologies and systems, as well as a business-level understanding of where to use them and what their implications are for strategic, tactical and operational management. The module will also help you to understand and assess the potential benefits and threats to an organisation. You will learn about the selection of information systems and the development or outsourcing of such systems.

### **Information Modelling and Database Design**

This module highlights the importance of information and data to institutions of all sizes. You will examine the core concepts of information modelling, covering various industry-standard techniques used to break down raw information into usable data models. The module will also touch upon the subject of Enterprise Systems, giving an overview of the nature of organisations with multiple data stores and interfaces.

**Information Technology for Business**

This module will give you a solid grounding in the fundamental IT skills you will need throughout the programme and in employment. You will learn to create and manipulate documents, spreadsheets and presentations using the Microsoft Office packages Word, Excel and PowerPoint, to develop essential skills which will underpin your performance in all other business modules.

**Innovation for Sustainable Global Enterprise**

This module aims to develop your critical appreciation of how global enterprises can respond to social, environmental and economic dilemmas. You will explore the strategic relationship between innovation and sustainable enterprise, and look at how to develop business while protecting social and natural resources.

**Interactive and Digital Marketing**

This module will develop your knowledge about the use of digital media in business marketing campaigns. The legal, public policy and consumer implications of digital technology are explored. You will study both the principles and practice of developing and evaluating digital marketing campaigns.

**International Business Environment**

This module introduces various aspects of the modern business environment and enables you to appreciate the challenges facing today's organisations. You will explore real-life events and academic theory by analysing and evaluating international business situations. The module will equip you with the analytical tools to understand the interface between business and its ever-changing environment.

**International Business**

This module explores the social, political, economic and cultural framework within which international business has developed in the last few decades. It looks at how multinational companies seek to gain competitive advantage at international level, and the constraints on global corporate development. You will examine the different and often opposing theories on desirable international development – both in macro and micro terms – and explore the conflicting political, social and cultural interests at stake in international decisions.

**International Business**

This module explores the social, political, economic and cultural framework within which international business has developed in the last few decades. It looks at how multinational companies seek to gain competitive advantage at international level, and the constraints on global corporate development. You will examine the different and often opposing theories on desirable international development – both in macro and micro terms – and explore the conflicting political, social and cultural interests at stake in international decisions.

**International Economics**

This module looks at how distinct economies (nation-states) interact with one another in the process of allocating scarce resources to satisfy human wants. You will explore the reasons why nations trade with one another, and the arguments for and against free trade and protectionism. The module also examines the activities of multinational and global corporations, and different types of exchange rate systems and their significance in international trade. You will gain understanding of the reasons for currency and debt crises and be able to evaluate differing perspectives on the role of regional trading blocs in the world economy.

**Introduction to Business Law**

In this module, you will cover key aspects of business law, such as; the essentials of making a contract, and breaches of contract; civil wrong, and employment law.

**Introduction to Financial Markets**

The module focuses on financial market structures and operations in the US, UK and across the globe. You will examine the purpose, principles and fundamental concepts of banking and non-banking institutions,

securities markets, foreign exchange markets, bond markets and derivatives products. You will also explore the operations of companies and governments in the context of globalisation and international trade, with particular focus on the financial industry.

### **Introduction to Global Political Economy**

This module offers an overview of theories, structures and processes associated with global political economy. You will explore significant trends, such as regionalism and globalisation, that are shaping the world's structure and affecting the management of organisations, conferences and events around the globe. You will also look at the aims and activities of important international organisations and their impact on the global political economy, and analyse events occurring and relationships formed around the world.

### **Introduction to Writing for the Media**

Business managers must know how to create an organisational profile that is newsworthy, by generating real stories that appeal to the media. This module will equip you with the understanding and skills to commission, write and manage media strategies. You will gain expertise in working across all media – print, web and broadcast – and learn the forms and styles used in writing for the contemporary media, from blogs, social media and viral marketing, to more traditional news, features and press releases.

### **Islamic Finance**

This module examines the principles, challenges and prospects of the Islamic financial system. You will explore current trends and practices in the industry, with a focus on law, banking, capital markets and regulation.

### **Issues in Corporate Finance**

This module focuses on the capital structure of a company and its influence on value. You will learn about the main sources of funding available during a company's lifecycle and how to determine the most appropriate methods of financing.

### **Issues in Global Political Economy**

This module encourages you to think critically about the wider political and economic context in which all companies operate. You will consider some of the major current issues, such as the global financial system, the role of technology and conflict over resources. You will gain a broader understanding of global business and how it is affected by its environment.

### **Knowledge Ecology and Sustainability**

A modern global organisation's success is no longer so much about money flow, but 'intellectual capital' - the knowledge and intelligence of its members, and their capacity to collaborate. This module helps you to understand the inter-related elements of knowledge management and organisational learning.

### **Law and the Corporation**

A major part of business activity is carried on via the medium of registered companies, either public or private. This module introduces the sources of company law and the legal principles governing the operation of limited companies. You will gain awareness of the impact of law in relation to the creation and operation of a limited company, and to corporate activities within the financial market-place. You will learn to apply your knowledge to particular legal situations in a business and management context and evaluate legal rulings.

### **Macroeconomic Analysis: A Basis for International Comparison**

This module offers an introduction to macroeconomic analysis, covering such issues as growth, unemployment, inflation and balance of payments. It will also give you an insight to the purposes and limitations of fiscal, monetary and supply-side policies. You will use real economic data to analyse the past and current economic performance of countries across the world, as well as anticipate their future performance.

### **Macroeconomic Analysis: A Basis for International Comparison**

This module offers an introduction to macroeconomic analysis, covering such issues as growth, unemployment, inflation and balance of payments. It will also give you an insight to the purposes and limitations

of fiscal, monetary and supply-side policies. You will use real economic data to analyse the past and current economic performance of countries across the world, as well as anticipate their future performance.

### **Management Accounting**

This module introduces the theory and practice of management accounting and its role in making business decisions. It is intended primarily for non-accounting students who are pursuing a one-semester basic management accounting course. You will gain an overview of the financial information, conceptual framework and presentation tools needed for planning, decision making and control. You will learn to apply management accounting techniques in solving financial problems, to evaluate the impact of financial decisions on the firm and formulate strategies within an international business context.

### **Management Issues for the Global Family Business**

Sixty per cent of firms globally are family businesses and the special relationships within families present unique challenges to all managers. This module will encourage you to discuss and analyse these relationships and develop the necessary skills to handle them effectively.

### **Managerial Economics**

This module prepares you to think systematically about micro-economic concepts, and evaluate the economic environment within which business, government and consumer decisions are made. It complements other business subjects, such as quantitative methods and accounting, providing you with the tools to fully appreciate the shocks that may alter the business environment and affect business decisions in the context of international competition.

### **Managing Advertising Copywriting and Marketing Communications**

This module looks at the role that copywriting and design play in advertising campaigns. You will be introduced to the core theory of advertising communication, and learn to apply promotional copywriting techniques across a range of media. You will develop the necessary understanding and skills to manage the advertising process through both in-house creative teams and external advertising agencies.

### **Managing Content for Brands, Products and Services**

This module explores how brands, products and services refresh and redesign 'new media' content to maintain consumer interest in an information-saturated world. You will learn about the organisation, assimilation and dissemination of content, and the need for improved design of systems and solutions for the future.

### **Managing Strategic Design**

This module helps you to formulate proposals informed by strategic business and design thinking. There is a focus on developing new market spaces, creating and capturing new demand. You will also learn to identify gaps in existing markets and develop design proposals for future products and services.

**Managing the Global Supply Chain** This module looks at the importance of logistics and the management of costs in the supply chain. You will explore the issues of transport, procurement and outsourcing, and identify potential risks to the supply chain. You also learn about the information technology necessary to underpin the smooth running of the supply chain.

### **Managing Uncertainty**

Modern organisations have to operate in often unpredictable and ambiguous conditions. This module offers you the basic concepts and tools for analysing and making decisions within complex environments, and promotes innovative methods for taking on new challenges.

**Market Research** This module outlines the basic principles and processes of market research and their application to practical business situations. You will learn about the importance of research to effective marketing decision-making, and explore the main qualitative and quantitative research techniques. You will gain practical experience of designing a marketing plan, developing survey questionnaires and writing a research proposal.

### **Media Technology for Business**

Today's business world is built around the use and exploitation of media technology, such as video conferencing and mobile phone advertising. This module will familiarise you with the skills and competencies needed for using multimedia technology, and explore the multi-media industry. You will learn how to plan, organise and manage a team in preparing a short film project. You will also learn to operate video cameras and other hardware, and use specialist software to edit video, audio and images.

### **Mergers and Acquisitions**

Mergers and acquisitions (M&A) involve the large-scale reorganisation of industries at the highest level. This module looks at how the theories of corporate finance, economics, accounting and financial management work in practice. It also demonstrates how non-finance subjects such as strategy and organisational behaviour can be applied to real-world financial problems. You will make comparisons on the M&A phenomenon at company, industry, country and cross-border levels. The module will help you to understand and interpret the behaviour of capital market, economic systems and ensuing capital investment flow phenomena.

### **Multinational Financial Management**

This module explores the interpretation, uses and analysis of financial information and the strategic factors that affect the operations of international organisations. You will learn about international finance methods at both the strategic and operational levels and apply them to problem-solving situations.

### **Organisational Behaviour**

This module identifies the key behaviours that have a direct impact upon the effectiveness of any business, irrespective of nationality, sector or location. You will take a line manager's perspective on how to effectively lead, manage, delegate and motivate staff both individually and in a team context. You will become aware of the limitations and strengths of different styles of leadership and management and understand how an effective team is constituted and the various principles of motivation.

### **Organisational Politics**

Perhaps all business decisions have a political element in the power exerted to create them, in the decision itself or in the way it is communicated. This module will develop your awareness and ability to implement your own political skills to thrive in a complex, dynamic environment.

### **People, Sustainability and SMEs**

Small and medium-sized enterprises (SMEs) account for more than half of business worldwide. This module adapts the theory and practice of sustainability for large corporations to the needs of SMEs. You will explore the different approaches to sustainability and how they may be applied to SMEs according to scale and circumstance.

### **Planning a New Venture**

This module takes a hands-on approach to the development of entrepreneurial skills through a real-life business project. Working as part of a team, you will identify and research an innovative market opportunity and plan its implementation. Both the group feasibility plan and group business plan will simulate the type of activities that might challenge an entrepreneur in bringing a business to market, as well as the multitude of dynamics involved in getting a business off the ground.

### **Principles of Financial Management**

This module introduces fundamental principles and theories in financial management. It also gives you an understanding of essential products in financial markets and develops primary skills in managing financial assets. You will explore the process of financial management and learn to analyse an array of financial instruments. Upon completion, you will know the cornerstone principles and concepts of contemporary finance, such as the time value of money, risk and return, efficient markets and free cash flow.

**Principles of Global Political Economy**

The world has seen unprecedented changes in the last quarter of a century, both within and beyond the world of business. This module introduces you to the theories of international economic and political relations, and uses current events and trends to explore their relevance to business and management decisions.

**Principles of International Human Resource Management**

This module looks at contemporary issues in global business and their effects on employment practices. You will gain a sound understanding of the broad principles and processes of human resource management (HRM) and the role of the line manager. You will learn to interpret and question current HRM practices, and build your own proficiency in a number of key HRM skills.

**Principles of Law**

The module introduces the principles of business and management law, and the legal implications of different types of business activity. There is a focus on both UK contract law and international commercial transactions. You will learn how to apply relevant legal principles, argue both sides of the issue and reach appropriate conclusions. The fundamental differences between the English legal system, the European Union and International Law are covered.

**Principles of Marketing**

This module introduces the core principles of marketing and the role of the marketing function within organisations. Marketing is about recognising, understanding and meeting the needs of your customers. You will consider the ways in which marketers can work effectively with other departments to ensure that an organisation is customer-focused. The specific marketing needs of service-based organisations are considered. You will also look at the use of technology such as social media to improve relationships with customers and run international campaigns.

**Project Management and IT Skills**

Project management is an essential skill in today's complex business environment and particularly so in events management. You will learn the underpinning principles of good project management and how to use tools such as Microsoft Project to manage tasks and resources. You will build your understanding of the major areas required for project control, evaluation and managing a project team. You will also develop skills in scheduling tasks and resources, working out costs, tracking progress and identifying critical paths.

**Public Relations**

This module examines the essentials of public relations practice, and its role in marketing communications and the wider business environment. You will learn to analyse the many 'publics' an organisation must address, and the techniques used. You will explore the complexities of communication with multiple audiences in a global information environment, and the issues raised by the internet.

**Quantitative Analysis for Finance**

The module develops your knowledge of – and gives you practice in using – the mathematical and numerical tools used to analyse and solve financial and investment management problems. You will learn to view practical financial problems in an integrated manner, and how to choose appropriate methods to address them.

**Quantitative Business Analysis**

The ability to analyse and interpret data is essential to succeed in the global business market. You will learn how to present numerical data and apply the appropriate analytic techniques to aid effective management decision-making.

**Quantitative Methods for Finance and Investments**

This module will familiarise you with the tools and models that recur throughout the different financial disciplines. You will practice using the mathematical and numerical tools for analysing and solving financial and investment management problems. The module will enable you to view practical financial problems in an integrated manner and choose appropriate methods to address them. You will also learn to work as part of a



team in analysing a complex financial case or problem, interpret and evaluate your findings, and present your conclusions and recommendations.

### **Services Marketing**

The service sector is the fastest-growing and most dominant part of the economies of the UK and many developed countries. The sector ranges from financial and professional services to leisure, tourism and hospitality, and includes not-for-profit and charity organisations. You will learn about the differences between marketing services and products, and how to design and implement successful services marketing strategies.

### **Strategic Marketing Management**

This module draws together the learning from other modules and applies them to real-life management decision-making. You will learn how to adapt theory to changing circumstances and devise appropriate marketing solutions to business challenges. You will hear from professional practitioners, ensuring that your learning is linked to real-world experience.

### **Sustainability in Practice**

This module looks at applying sustainability and change processes to real-world situations. Through visits to leading companies, you will learn how to evaluate strategies, management and operations and apply your knowledge to actual business situations.

### **Sustainability-Led Marketing**

The way that business operations affect the environment is of increasing concern to customers. This module explores the ways in which social, ethical and business goals can all be met through the marketing process. You will explore examples of real-life practices and outcomes from around the world.

### **The Business and Management of Small and Medium Enterprises (SMEs)**

The role and importance of SMEs has become significant in advanced economies, in part due to the growth of services and information-based industries. These smaller-scale enterprises, while being sources of innovation, growth and employment, face particular issues in terms of their culture, resources and management. This module will enable you to understand the importance and operation of small businesses in an international context. You will explore the main managerial issues facing SMEs and examine contemporary examples of developing businesses.

### **The Business and Management of Small and Medium Enterprises (SMEs)**

The role and importance of SMEs has become significant in advanced economies, in part due to the growth of services and information-based industries. These smaller-scale enterprises, while being sources of innovation, growth and employment, face particular issues in terms of their culture, resources and management. You will explore the main managerial issues facing SMEs and examine contemporary examples of developing businesses.

### **The Business of Culture: Britain and the Heritage Industry**

This module focuses on the meaning of culture and its social, political and business implications. The rapid growth of internet and social media is resulting in intense debate over questions of identity as expressed through nation, region, class, gender, ethnicity and age. You will examine different cultural practices and analyse their inter-relation and wider significance in socio-political and business contexts. Using real-life examples, you will explore the actual and potential commercial exploitation of cultural and heritage icons.

### **Understanding Business Data**

Analysing and interpreting numerical data is one of the essential skills a business manager needs. This module looks at business mathematics and business statistics, with an emphasis on working through practical examples. You will learn to analyse business data using statistical techniques and perform financial calculations to make effective investment decisions.

**Understanding Cross-Cultural Issues in the Contemporary World**

As a future manager in a globalised world, you will need to develop sensitivity to, and a critical understanding of, issues arising out of cultural difference. This module will improve your inter-cultural awareness and help you to act appropriately in different cultural settings, as well as equipping you with strategies to deal with cultural conflict. You will also learn the basic concepts of researching social phenomena, particularly ethnography, by carrying out an independent research project.

**Wealth Management**

Successful customer-relationship management is essential to major financial institutions. This module equips you with the skills required for managing the wealth of high-net-worth individuals. You will explore the role of the financial adviser, learning how to analyse a client's needs and identify the most appropriate financial products available.

**Web Design** You will look at the importance of a web presence for organisations of all sizes, and learn the core concepts of web design. The module will provide a theoretical and practical guide to the development of websites using a mixture discussion and hands-on lab work, and highlight the importance of good design and accessibility. You will also gain a solid grounding in web-design packages such as FrontPage and Dreamweaver.

## English language requirements and support

### English language requirements

Students are admitted to Regent's University London on the assumption that they have an adequate level of English. Ask your home institution if they require you to take an English test as part of the study abroad/ exchange/ Erasmus selection process.

You should feel comfortable communicating in English in order to study successfully and to fully enjoy your stay abroad. Experience has shown that students' English level should be at least that of B2 in the Common European Framework of Reference for Languages (CEFR) which equals IELTS 6.5 or TOEFL 90.

Students who need a TIER 4 visa to study in the UK must also meet the strict requirements set by the UK Border Agency. Please visit the UKBA website for information on TIER 4 visas

(<http://www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/pbs/Tier4migrantguidance.pdf> and <http://www.ukba.homeoffice.gov.uk/sitecontent/applicationforms/new-approved-english-tests.pdf%20>).

### Pre-semester English Classes



If you would like to take English lessons before the beginning of the semester you can enrol at the English language school at the University.

For more information about courses, prices and course dates please see the following link:  
<http://www.regents.ac.uk/about/schools/regents-institute-of-languages-culture>

### Business English classes for undergraduate students

Undergraduate students have the option to take 'Business English' for credit in addition to their business modules. There is no additional charge for this course.

Two levels of the course are run each semester

- Intermediate level carries 5 ECTS.
- Higher level carries 5 ECTS.

If you wish to take 'Business English', you must indicate this on your module choice form.

**4 weeks** before the beginning of the semester we will send you an email asking you to complete an English test. You must submit these tests electronically before the deadline indicated. Your test will then be marked and you will be assigned into the correct class.

**PLEASE NOTE: The English course is not compulsory.** But, if you decide to take this course, you must attend it for the entire semester.

## Tuition fees

### Students from within Regent's Partnership Network

If you are applying from one of our [Partner Institutions or US Affiliate Institutions](#), please check with your Study Abroad / International Office regarding your fees.

If you are applying from a partner institution, you may be nominated to study at Regent's as an exchange student – in this case, there is no need to pay tuition to Regent's. Students from our partner institutions who are coming to study at Regent's outside the exchange programme are liable for a discounted semester fee, should this not be met by the home institution. Depending on the type of agreement your home institution has with Regent's, fees may be covered by your institution. Please check this with your Study Abroad / International Office.

You can check if your home institution is a Partner or Affiliate of Regent's University London here: <http://www.regents.ac.uk/about/international-partnerships/partnership-network.aspx>

### Independent study abroad students

If your home institution does not have a partnership with Regent's University London, you can choose to study independently at Regent's and would be liable for the following fee:  
£7,250 per semester

\*\*\*Please Note: The tuition fee listed above is for the 2014-2015 academic year only \*\*\*

### Payment of fees

If you are applying from one of our **Partner or Affiliate** institutions, please check with your International / Study Abroad Office whether you have to pay fees directly to Regent's or whether they will pay on your behalf.

**Independent study abroad students** will be sent an invoice for the full tuition fee amount a few weeks before the start of the term and you will need to pay the fees before registering at the University during orientation week. Information on how to make the payment will be given to you.

## Visa information for non-EU/EEA nationals

In recent years the UK government has made major changes to its immigration rules and visa systems for international students.

The information below will give you a greater understanding of current rules and Regent's University's administrative processes to help you obtain a visa.

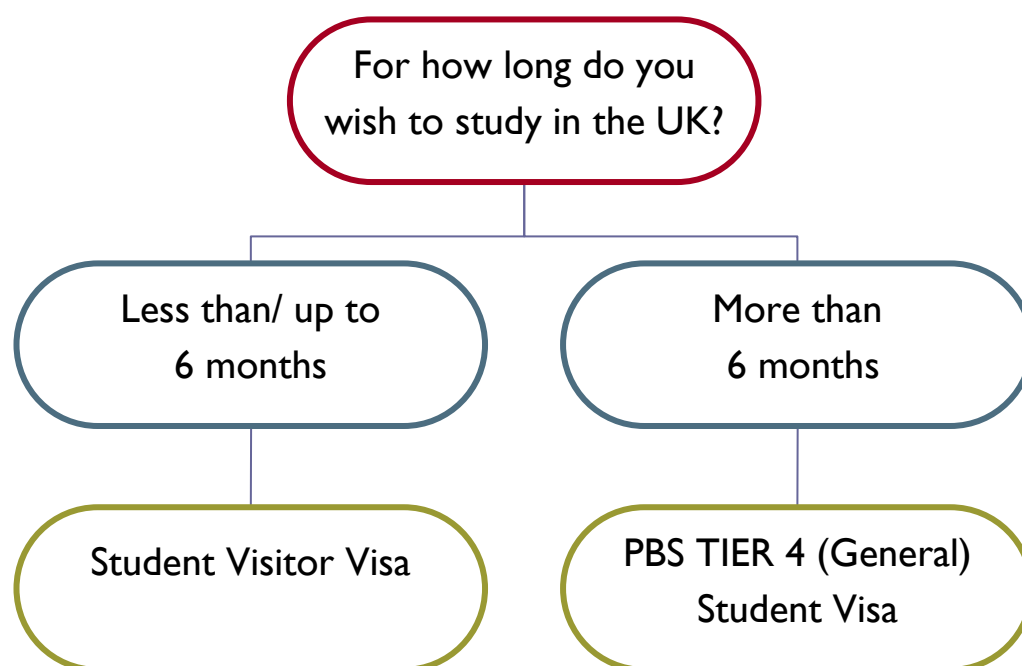
Please direct any immigration related enquiries to the UKBA website (<http://www.ukba.homeoffice.gov.uk/>). If you are unable to find the information you need, email us on [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk) and we will assist you.

### Visa Routes

For non-EU/EEA nationals there are two visa routes depending on the length of stay.

1. Student Visitor Route
2. Tier 4 (General) Student Route

In order to choose the correct visa route you will need to consult with the British embassy or consulate in your country, and the UK Border Agency. However, the diagram below will provide you with a brief overview.



## I. Student Visitor Route

As a Student Visitor, you will not be allowed to do any work (paid or unpaid).

Student Visitor Visas give students permission to enter the UK for a maximum of six months and they will not be able to extend their stay in the UK. Also, it will not be possible for them to change from 'Student Visitor' to 'Tier 4 (General) Student' from within the UK.

- **Visa-nationals** will need to apply in advance for their Student Visitor Visas before entering the UK. Students can find a list of visa national countries from the following website:  
[www.ukvisas.gov.uk/en/doineedvisa/visadatvnationals](http://www.ukvisas.gov.uk/en/doineedvisa/visadatvnationals)
- **Non-visa-nationals** are subject to the non-visa national rules listed in this link  
<http://www.ukvisas.gov.uk/en/howtoapply/infos/studentvisitorinfo>

For more information and guidance on the Student Visitor Route please visit the [UKBA website](#).

## 2. Tier 4 (General) Student

If your course is longer than 6 months or if you think you may wish to extend your visa while in the UK, you might need to apply for a TIER 4 Student visa. In order to be able to apply for a TIER 4 visa, you will need to meet many requirements, including:

- A minimum English language requirement set by the UK Border Agency and Regent's University London
- You must be nominated by your home institution to study abroad
- You must submit all application material to the IPO

Regent's University London will then assign a **CAS (Confirmation of Acceptance for Studies)** number to you which you receive via email. The CAS is a unique reference number that students use to apply for permission to study in the UK as a Tier 4 (General) student.

For more information and guidance on the Tier 4 (General) student visa, please visit the [UKBA website](#).

### IMPORTANT

Please note that this information is correct at the time of publication and are guidelines only. Please direct any immigration related enquiries to the UKBA website. If you are unable to find the information you need, email us on [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk) and we will assist you.





## Accommodation

Regent's University London provides assistance with both on-campus and off-campus accommodation. Full details of the types of accommodation offered can be found on our website: <http://www.regents.ac.uk/study/undergraduate-study/accommodation>



### On-Campus Accommodation

If you are applying from one of our [US Affiliate Institutions](#), you will just need to complete the 'Housing' section of the application form to apply for housing and do not need to contact the Regent's accommodation officer. Please check with your home institution if you are unsure.

**All other students** who would like to apply for on-campus accommodation must send a housing form to our accommodation officer James Barnes at [barnesj@regents.ac.uk](mailto:barnesj@regents.ac.uk) / [accommodation@regents.ac.uk](mailto:accommodation@regents.ac.uk)

Places are offered on a first come, first served basis. On-campus accommodation is very popular, so it is important to submit your application as soon as possible to secure a place.  
Information about the accommodation:

- Single, twins or triple rooms available
- The residence halls have wireless internet access
- Smoking in the rooms is not permitted
- 8 rooms have wheelchair access and are located on a corridor which has a fully wheelchair accessible bathroom, with shower, washbasin and toilet
- All rooms are furnished with beds, desks, wardrobes, lamps and chairs. Linen (duvet, sheet, pillow) is provided but you should bring your own towels and clothes hangers

The application form is downloadable from the website  
<http://www.regents.ac.uk/study/accommodation/university-managed-accommodation.aspx>

**PLEASE NOTE:** On-campus accommodation is extremely popular and fills up very quickly. If you are interested in this option please apply as soon as possible.

### Off-Campus Accommodation

If you require assistance or help finding off campus accommodation please contact the accommodation officer directly at [barnesj@regents.ac.uk](mailto:barnesj@regents.ac.uk) or +44 (0)20 7487 7483.  
Information about off-campus accommodation can be viewed here:

<http://www.regents.ac.uk/study/accommodation/university-managed-accommodation.aspx>

### Meal plan

If you are living on-campus, you will automatically be charged for a meal plan. The meal plan is a debit system: you will have paid (with your housing fees) a certain amount for food and drinks (not including alcohol). That amount is held by us and accessed by you using a smart card. For any purchases from Regent's food outlets, the value is deducted from the card. When you have used up all the money the plan is over. You can go as fast or as slowly as you like. We issue it in instalments so we can warn you if you are going much too fast but it is up to you to budget and make sure the allowance lasts you the semester. You do NOT get a refund on any unused meal plan.

Note that cash and/or credit/debit cards can be used for food/drinks in Regent's outlets in the event that you do run out or if you live off campus.

The Refectory is open for breakfast, lunch and dinner, Monday to Friday, and all day for coffee, snacks etc. On the weekend it is opened for a limited service.



## Undergraduate Academic Calendar (EBSL and RBSL)

### Academic calendar

Please find below the academic calendar for the Academic Year 2014-2015.

#### Autumn Semester 2014

Week Commencing	Week	EBSL, RBSL Undergraduate
08 Sep 2014	0	<i>Orientation Week - Compulsory for all students</i>
15 Sep 2014	1	<i>Classes Commence</i>
22 Sep 2014	2	
29 Sep 2014	3	
06 Oct 2014	4	
13 Oct 2014	5	
20 Oct 2014	6	
27 Oct 2014	7	
03 Nov 2014	8	
10 Nov 2014	9	
17 Nov 2014	10	
24 Nov 2014	11	
01 Dec 2014	12	
08 Dec 2014		<i>Examinations</i>
15 Dec 2014		<i>Examinations – last day of semester 19 Dec</i>
End of January 2015		<i>Results published</i>

#### Spring Semester 2015

Week Commencing	Week	EBSL, RBSL Undergraduate
26 Jan 2015	0	<i>Orientation Week - Compulsory for all students</i>
02 Feb 2015	1	<i>Classes commence</i>
09 Feb 2015	2	
16 Feb 2015	3	
23 Feb 2015	4	
02 Mar 2015	5	
09 Mar 2015	6	
16 Mar 2015	7	
23 Mar 2015	8	
30 Mar 2015		<i>Easter Break</i>
06 Apr 2015		<i>Easter Break</i>
13 Apr 2015	9	
20 Apr 2015	10	
27 Apr 2015	11	
04 May 2015	12	
11 May 2015		<i>Examinations</i>
18 May 2015		<i>Examinations - Last day of the semester 22 May</i>
Mid June 2015		<i>Results published</i>

## Confirmation of Acceptance/ Online enrolment

### Acceptance

Once the International Partnerships Office has received your **complete** application pack, you will receive the following:

**EU/EEA STUDENTS** receive an acceptance letter and a copy of Regent's University pre-arrival guide, as well as a scanned copy per email of the acceptance letter. If you are an exchange student your acceptance letter will be sent to your home institution. Independent students will receive their letter to the address indicated on their application.

### Non-EU/EEA Students: Non-visa nationals travelling via the Student Visitor Route

All you require from Regent's is your letter of acceptance. Please take care of this letter and bring it with you when you travel as you may be asked to show it to Border Officials. You can check if you are a visa or non-visa national here: <http://www.ukba.homeoffice.gov.uk/visas-immigration/visiting/student/visa/>

### Non-EU/EEA Students: Visa nationals applying for a Student Visitor Visa

All you require from Regent's is your letter of acceptance, but you will need to apply for your visa in advance ("entry clearance prior to leaving your home country"). You can check if you are a visa or non-visa national here: <http://www.ukba.homeoffice.gov.uk/visas-immigration/visiting/student/visa/> Please check with the UKBA for details on how to apply for your visa.

### Visa nationals applying for a Tier 4 Student Visa

If you are applying for a Tier 4 visa, the IPO will report your details to the UK Border Agency which will then issue a CAS (**C**onfirmation of **A**cceptance of **S**tudies) number for you. You will be notified via email once your CAS has been assigned. You will need this number to apply for your TIER 4 visa.

### IMPORTANT

Please direct any immigration related enquiries to the UKBA website. If you are unable to find the information you need, email us on [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk) and we will assist you.

### Online enrolment

Four weeks prior to arriving at the University, you will need to enrol online. You will receive an email containing your user name and password as well as instructions on how to log onto the system.

It is important that you enrol online before arriving at Regent's University London otherwise you will not be able to complete your registration or view your timetable when it is issued.



## Orientation Week

The IPO organises an Orientation Week for all incoming study abroad students. Orientation takes place during the week before classes commence and attendance is compulsory.

By participating, students receive a good introduction to the University and all support services. You will also receive your academic timetable for the semester.



**Please note:** Your class timetable will not be available before Induction Week or before registration. Attendance during Orientation Week is compulsory.

The Orientation Week timetable will be sent to you prior to your arrival (approximately 1-2 weeks before arrival).

### Activities during Orientation Week

Previous induction days comprised of the following events:

- Welcome talks by IPO staff, Programme Directors and Student Union
- Students' registration and distribution of welcome packs
- Tour of campus
- Information given by Head of Student Support and Disability Officer
- Introduction by Careers and Business Relations: the team provides assistance with CVs, cover letters and advises on internships
- Introduction to Student Services: the office provides help with issues ranging from accommodation and health care to sport and entertainment and excursions
- Information on Regent's University London library, Blackboard and the IT centre
- Marylebone Challenge team activity
- Welcome Tea
- London survival guide presentation
- The great London treasure hunt
- Welcome BBQ and fresher's fair





## Contacting the International Partnerships Office (IPO)

If you have any questions regarding your application or study period abroad at Regent's University London, please contact the International Partnerships Office (IPO).

### Contact Details

#### Address:

International Partnerships Office  
Regent's University London  
Inner Circle, Regent's Park  
London NW1 4NS  
United Kingdom

**Tel:** +44 (0) 20 7487 7727/7476 or +44 (0) 203 075 6245

**Fax:** +44 (0) 20 7487 7486

**Email:** [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk)

## What happens next?

- ❖ Complete all application forms and sent these and all supporting documents via email to [inbound@regents.ac.uk](mailto:inbound@regents.ac.uk)
- ❖ Await confirmation of your acceptance from your international office/ study abroad office/ directly from the Inbound Team at Regent's
- ❖ Await your official acceptance letter and pre-arrival information
- ❖ Receive a number of communications in the months before your arrival, to include English language course information, information on the ISB, online enrolment, invitation to join our Facebook group, orientation period details and much more.

