

How to use the Summary List of Courses

Note: This list was correct when collated. Students must be aware that there is no guarantee that all courses shown will be available in the Autumn.

Timetable Information

Students are responsible for looking up each class they find on this list to find what time and day it is running, in order to create a schedule in which there are no clashes. You should not simply write down 4 classes you have found on this list without looking them up.

Accounting, Banking & Financial Services			
ACCOUNTING			
Please check prerequisites for Intermediate and Honours modules			
<u>Certificate Level Modules</u>			
AC1001C	2008/9	SEM1	Introduction to Financial Accounting
AC1004C	2008/9	SEM1	Financial Systems
AC1101C	2008/9	SEM1	Economics for Accountants
AC1103C	2008/9	SEM1	Academic Skills for Accountants
<u>Intermediate Level Modules</u>			
AC2001C	2008/9	SEM1	Accounting for Limited Companies
AC2003N	2008/9	SEM1	Financial Reporting for Users
AC2005C	2008/9	SEM1	Finance 1

To look up a class please click the blue hyperlink at the top of the relevant section

E.g. Certificate Level Modules for Accounting, you would click here

Then click on the link for the module code you are interested in.

Once opened, the following module information will be outlined (as in the example, below):

Teaching Location; it is generally easier to choose modules at the same campus

Teaching Semester; make sure the module is taught during the semester for which you are applying

Timeslot; make sure you do not have two or more modules running at the same time. Click on the hyperlinks 'city campus' and 'north campus' to see the timeslot.

Module Summary; check that the material to be covered is interesting / appropriate to you, and find information about methods of assessment.

Teaching Location	City and North
Teaching Semester	Autumn
Module Level	C
Home Academic Department	UMPS
Module Leader	Ken Reid
Module Web Site	AC1001
Teaching Mode	day
Module Title	Introduction to Financial Accounting
Timeslot	City campus North campus
Credit Rating For Module	15

Times

AM (morning) classes are normally taught between 9.00 am and 12:00 pm

PM (afternoon) classes are normally taught between 1:00 pm and 5.00 pm

PM+ (evening) classes are normally taught between 6:00 pm and 9:00 pm

Module Levels and Prerequisites

There are three teaching levels, Certificate, Intermediate and Honours, which broadly correspond to the first, second and third year of study.

Consequently, some Intermediate and Honours level modules may only be taken if the student has already completed lower level modules on a related topic – these modules are known as prerequisites. **When a prerequisite is listed you should make sure that you have studied a corresponding course at your home campus and therefore will have enough subject knowledge to approach the new material.**

Module codes

The module code consists of 3 parts: The department initials, the number code, and the N or C to indicate whether the module is being taught at **North** campus or **City** campus. For example: MK*1001*N

Where the module is highlighted in purple on this list and has no campus designation e.g. AC1002 Accounting, the module is being taught separately at **both** campuses and you can choose at which campus you would prefer to take your module – **either North or City (not both!)**. When filling in your module registration form, you must indicate where you want to take your chosen module. The choice could depend on which best fits your schedule, or which campus you prefer.

Module Registration Form

You must choose four modules (a total of 12 US credits or 30 ECTS). Use the Module (Course) Registration form supplied and return the completed form to the International Programmes Office, Stapleton House, London Metropolitan University, 236-250 Holloway Road, London N7 8DB by the **1 July 2009**. You may fax it to: +44 207 133 3913. If you are not able to complete your module registration form by this date please contact the Study Abroad Team at studyabroad@londonmet.ac.uk

Please note that **not all of the modules listed in the Online Module Catalogue will be available this semester** and your Intended Study Programme is subject to change. It is important to list approved alternatives in case of schedule changes.

Practical Social Work and Video Editing modules are **not open to Study Abroad students**, and practical art classes are only open to full time art students unless a portfolio is submitted and approved. **Please visit our Module Registration Website for more information about special or restricted courses**

http://www.londonmet.ac.uk/international/study-abroad/studyabroad/modules/modules_home.cfm

Modules with codes in this format ****X**** or ****F**** are pre-undergraduate and not available on this programme (e.g. AC1X03, or HH1F01)