

School of Finance and Accounting
Study guide 2011-2012

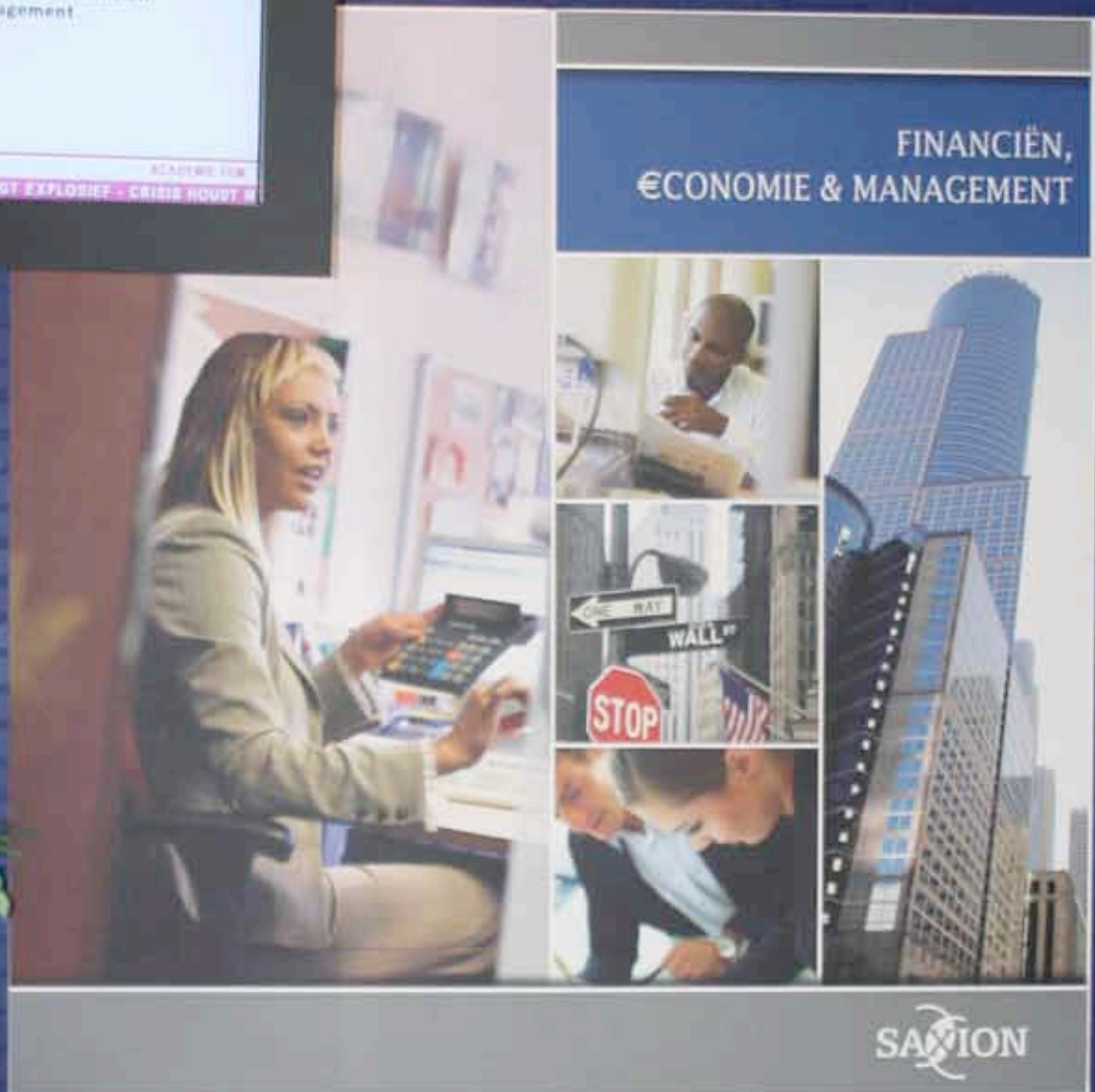
Bachelor Studies
International Finance
and Accounting



Step up to Saxion.

saxion.edu

Index



Foreword

1 About Saxion	6	5 School of Finance and Accounting	18
Exceptionally active		Mission and vision	
History of Saxion		Degree programmes	
Strategic vision		Small groups, practically orientated	
An authority in education		Two locations; Deventer and Enschede	
Attractive learning and living environment		Where is the FEM-school in Deventer?	
Large in variety		Where is the FEM-school in Enschede?	
Active in all areas		Curaçao	
Knowledge Centres		Practical orientation	
Facts and Figures		Student Association: Balans	
Partners		Alumni-association CA\$H	
		Study and Entrepreneurship	
2 Student facilities	8	Internationalization	
Catering facilities		Study career supervision	
Student Desks in Deventer and Enschede		Role of the study career supervisor	
Student counsellor		Practical office internship and graduation	
Confidential counsellor		Exam committee	
Student psychologist		MySaxion: the source of information for FEM-students	
Studying with a disability		News announcements	
Language support		Schedules/Timetables	
Saxion Library		Tests	
Training sessions and workshops		Result overviews	
ICT facilities		Calculators	
Sports and Culture, also for top sportsmen		Narrowcasting screens	
		Digital study area - Blackboard	
3 Regulations	12	Preparation of the classes	
Teaching and examination regulations and Student statute		Frequently asked questions	
Board of Appeal		Where to go with your questions	
Integrity and Complaints Office		Which books are required	
Participation		Where can I find the timetables	
Holiday regulations		In which classroom are the lectures	
		How can I reach my teachers	
		House rules	
4 Registration and students grants	14	6 Bachelor Finance and Accounting	24
Public transport pass		Professional profile	
Facility fund		Educational profile	
Education framework 2011-2012		Profession and professional field	
Study year and quartiles		Market developments	
Introduction period 2011		Programme	
The Saxion year schedule 2011-2012			

Foreword



The school of Finance and Accounting (Academie Financien, Economie & Management - F€M) thinks it's very important that students know what they can expect when they (start to) study at F€M. We would also like to keep our connections within and outside Saxion informed about everything that we, as a school, do and support.

These objectives also manifest themselves in our mission:

F€M offers students, clients and employees excellent value in economic and social knowledge and personal development. The school educates (self)critical professionals, whom provide added value to the field of economics and the society.

From this mission, this study guide has come into being. The guide is arranged in such a way that every reader can easily find the information that is relevant to him/her.

The study guide starts with a general explanation about Saxion: its history, core values in its policies, student facilities within the university, various rules and regulators, registration and study financing. That is immediately followed by more specific information about the school of Finance and Accounting, followed by the programmes of each of our separate courses.

The study guide ends with a detailed explanation on our educational system and its features.

We hope that you have found the answers to your questions and/or have been informed about Saxion in general and the school of Finance and Accounting in particular, after going through this study guide. Then we will have succeeded in our intentions.

Nevertheless, if you have any questions or would like to know more about certain topics, please don't hesitate to contact us.



L.W. Velt

Director, School of Finance and Accounting (FEM)

1 About Saxion

Exceptionally active

With locations in Deventer, Enschede and Apeldoorn, and over 21,000 students, Saxion is one of the largest Universities of Applied Science in the Netherlands. Saxion offers a wide variety of studies and a large number of special degree programmes or specialisations, on a national as well as international level.

Saxion offers a wide range of programmes with diverse variations. The education can be described as high-quality, innovative and enterprising. Students study individually in a 'personal learning path'. Cooperative work terms (co-operations) with companies, institutions and governmental organizations result in an education that is well-attuned to the professional environment. In addition, a wide-ranging programme for applied research is being developed.

History of Saxion

The administrative merger between the University of Applied Sciences IJsseland in Deventer and the University of Applied Sciences of Enschede took place on January 1st, 1998. Its new name, Saxion, was announced in April 2000. A complete merger will take place on September 1st, 2011.



The name Saxion was chosen, first of all, because Saxion expresses the fact that the University is active in an historical area of Europe, of which the eastern region of the Netherlands is a part.

The Eastern Netherlands and the German border region are more and more developing into a self-conscious region with potential growth, with a knowledge-based economy. Moreover, located at the development boundary between the Randstad and Berlin, Saxion has partners in Osnabrück, Münster and Hannover, with whom Saxion works together intensively. The attractive environment in this part of the European Union is expressed by the green colour of the logo. The logo symbolizes the connection and influence of the two founding Universities of Applied Sciences and their knowledge areas.

Strategic vision

In the Strategic Vision of 2008-2012, Saxion concentrated on the following five main points:

- intensifying its education
- strong relations with the professional field
- internationalization
- excellence
- professionalization

Openness, responsibility, professional skill and inspiration are put first in realizing this Vision.

An authority in education

Within the current knowledge-based society, individualisation and internationalisation are leading trends in education, which Saxion, as a powerful educational institute, translates into the study programme and organisation. These trends also show in the recruitment and selection of students and the way the organization works.

Attractive learning and living environment

Saxion's students and employees are lucky. In Deventer, as well as in Enschede, they study and work in an inspiring learning and living environment. Both universities are located in new buildings, close to the train station and the city centre. Studying or working at Saxion in the medium-sized student cities of Deventer and Enschede guarantee – besides sports - extensive opportunities for housing, culture and entertainment. The school for Hotel Management is situated at an attractive location in the city centre of Apeldoorn.

Large in variety

Saxion wants to combine the positive effects of the large scale organisation with the advantages of a small-scale educational organisation. That is why Saxion continues to develop its recognizable identity and innovative strength of the programmes. An organisation with a flat structure and short lines of communication in which studies or clusters of comparable studies can operate freely in a larger context. Our supporting services make sure to offer professional, efficient and high-quality service.

Active in all areas

Saxion works together with other universities of applied science on a collective, regional assortative policy. Focus lies on realizing a most-desired and optimally-located palette of degree programmes in the Eastern part of the Netherlands. The 'Saxion Knowledge Transfer' is available for governmen-

tal organizations, companies and health care institutions. This applies to applied research, refresher courses, post-graduate courses and recommendations on a commercial basis.

Knowledge Centres

The Saxion Knowledge Centres, in which specialized knowledge from within and from outside the university comes together, are at the service of all organisations and companies in the region. Lecturers, connected to the Knowledge Centres, provide the research development and the use of the obtained knowledge from that within the study programmes.

The six Saxion Knowledge Centres are constituted around the following themes:

- Health, Welfare and Technology
- Environment
- Design and Technology
- Innovation and Entrepreneurship
- Business Development & Hospitality
- Innovation in Education

Lecturers act as driving forces and pivots for the Knowledge Centres. Every lecturer has his/her own speciality or field of study: the lectureship. Around certain themes and projects, they work together with teachers and students: the so-called 'knowledge circles'.

Facts and figures

(summarized description, a more detailed overview can be downloaded from the internet, search for 'saxion jaarverslag 2010' - in Dutch)

Number of employees as of Dec. 31, 2009 2195

Number of FTE's as of December 31, 2009 1713

Saxion Floorspace

Apeldoorn Location: 1,800 m²

Deventer Location: 28,000 m²

Enschede Location: 87,125 m²

Number of students (full-time, part-time, dual) paid for:

2010-2011 21.169

2009-2010 19,932

2008-2009 19,350

2007-2008 18,140

2006-2007 17,871

2005-2006 17,670

2004-2005 16,830

2003-2004 16,291

Partners

Partnerships with companies, institutions and governmental organizations result in education that is well-attuned to the professional environment. Saxion is proud of its partnerships with:

- ABN-AMRO
- Carint
- Deventer Ziekenhuis
- Go Ahead Eagles
- Gemeente Deventer
- Gemeente Enschede
- KienhuisHoving
- Medisch Spectrum Twente
- Nibra
- Norit
- Randstad
- Siemens
- Thales
- FC Twente
- Sallcon
- OAD Reizen
- FBK Games
- Trebbe
- Ter Steege groep
- Dura Vermeer
- Plegt-Vos
- WTC

2 Student facilities



Catering facilities

There are good facilities in Deventer and Enschede to buy food and drinks. The Cormet restaurant offers an extensive assortment of menu items. Every day from 5pm, hot meals are served. Both locations have a Grand Café, where you can get alcoholic beverages after 4pm. In Deventer as well as in Enschede, you can only pay with the 'chipknip' (a chip card). There is a recharge location in the school, and almost all (Dutch) bank cards will work.

Student Desks (Studentenbalies) in Deventer and Enschede

The Student Desk is meant for (applicant) students and course participants who have questions about studying at Saxion, and studying in general.

The Student Desk employees answer questions, take care of certificates, refer students to the right person in other services or academies and/or - if necessary - make appointments with student counsellors, the student psychologist, or academy contact persons. Furthermore, the Student Desk offers study information materials and has several forms available. The International Office is also represented at the Student Desk. The StudentDesks work together with the Student Housing Office, the International Office and the IB-groep (a governmental organization, responsible for the execution of several acts and regulations, such as student grants and information management.) Below you can find a list of topics for which (applicant) students and course participants can contact the Student Office.

Inquiries in the area of:

- Choosing a course at Saxion, questions on transferring and more generally about the various study options;
- registration and de-registration for Saxion courses
- Certificates and statements (proof of payment etc.)
- Student grants, loans and corresponding forms)
- Facilities and services in case of special personal circumstances (e.g. students with a disability)
- Student rights and obligations, as recorded in the teaching and examination regulations and the student statute;
- (Changes in) schedules and time tables, through My Saxion
- Signing up for exams and minors
- Study progress, test results, overview of credits;
- General questions about Saxion information on My Saxion
- registration for courses and workshops in the areas of study skills and personal skills
- Problems with the issued login account
- Information and registration Studium Generale (series of lectures on topics of general interest)

At the Student Desk, it is also possible to make appointments with:

- Student counselors with regard to study motivation and/or progress, complaints, legislation and rules, appeal to facility fund, study financing, etc.
- Student psychologists with regard to personal problems
- Confidential counsellors
- Study and vocational guidance officers with regard to study choice
- Intake interviews for the Saxion orientation project

Student Desk Deventer

Main Hall

The student desk is open on business days:

Monday, Tuesday and Thursday from 8.15 am - 6.15 pm and on Wednesday and Friday from 8.15 am - 5 pm

Phone number: +31 (0) 570-603773

E-mail: studentenbalieSHD@saxion.nl

Student Desk Enschede

First Floor, immediately after the escalator

The student desk is open on business days:

Monday, Tuesday and Thursday from 8.15 am - 6.15 pm and on Wednesday and Friday from 8.15 am - 5 pm

Phone number: +31 (0) 53-4871808

E-mail: studentenbalieSHE@saxion.nl

Student counsellor

The student counsellor is available for students who:

- fall behind, through no fault of their own, e.g. through illness, family circumstances or when students are in financial need due to personal problems;
- have questions about registration, de-registration, programme fees or study financing;
- do not agree with a programme decision
- have a disability and would like to be eligible for certain possible services (amongst which dyslexia or chronic depression are included)
- would like a second opinion
- do not speak Dutch as their native language and therefore would like to apply for special facilities
- have questions about the rules with regard to study advice.

Confidential counsellor

The confidential counsellor is available for students who have (had) to deal with:

- unwanted sexual attention
- intimidation or discriminatory behaviour
- any behaviour that is experienced as being unpleasant,

bothersome or intimidating by an employee or fellow student.

Student psychologist

The student psychologist can help by solving personal problems, such as:

- problems with motivation and focussing
- homesickness
- difficulty with making contacts
- bereavement
- fear of exams
- psychosomatic complaints
- depression

Studying with a disability

It is possible that a student has a (physical) condition, which influences his/her study progress. Saxion intends on making sure that not the disabilities, but the possibilities of studying with a disability are the most important.

A disability is defined as any physical, sensory and/or mental disability, chronic disease or other disorder, which hinders studying (and possibly working later on). Students with a disability usually need more time and/or get tired faster. By searching for an alternative learning path, which is arranged with the student concerned, it is possible to create conditions that make studying possible.

If we want to make sure that we handle this seriously and to prevent any study delay or drop outs, a learning path should be agreed upon at the beginning of the course. This calls for sincerity of everyone involved. Therefore, if a disability is in question, the student should talk this over with the study career supervisor. Depending on the issue, other Saxion employees and/or the student counsellor can be involved as well. In mutual consultation, a good solution is agreed upon, by which studies can continue as easily as possible. Of course, we will keep all the information strictly confidential.

Language support

In case you want to learn Dutch language, please contact your teacher.

Saxion Library

Any information you may need for studying, doing projects, writing your thesis, and so on... the Saxion library, City archive and Athenaeum library (SAB) employees enjoy helping you out! Saxion Library is located in Deventer (C.199) and Enschede (Forum, 2nd floor). The City archive and the Athenaeum library (the main location of the Saxion library) can be found at Klooster 12 in the city centre of Deventer.

Students can take out books, study and use the PC's at all locations.

Saxion students are automatically members of the library. The student card is the library card.

On www.saxionbibliotheek.nl, students have access to the library's catalogue, as well as to dozens of databases. The catalogue contains all the Saxion library books, magazines and theses. In the databases a wealth of reliable professional information can be found, which can be used during studies. The database can also be reached from the outside, by logging in with the Saxion account.

Training sessions and workshops

Doubts about the course? Difficulties with students? The Saxion Orientation Project is a 4 month course with an extensive orientation on the field of work and study programme. There are several brochures about the training sessions and the Saxion Orientation Project available: you can get them at the Student Desk.

In addition there are training sessions and workshops in the fields of:

- dealing with procrastination
- dealing with fears and stress
- communication / presentation skills
- once bullied, now insecure
- dealing with bereavement
- successful studying / successful job applications

ICT facilities

Computers & books

There are many facilities available for working with computers in Enschede and Deventer. In the study areas, as well as in the media centres, work spaces are created for individual work as well as group work. The library also offers good work and study space with modern computer and print facilities. These have to be reserved beforehand.

Wireless internet

Our Deventer and Enschede locations offer access to wireless internet facilities. Check for more information and help at wifi.saxion.nl or inquire at the student desk.

E-mail service (webmail.saxion.nl)

Every Saxion student gets a Saxion e-mail address. The login data will be sent to the student's home address in a letter. In most cases the login name is identical to the student number and the password is the student's birth date (dd-mm-yy). You are urgently encouraged to change this password as soon as possible. This e-mail address is used by the teachers to communicate with the students. The students can also use it for communication between themselves and as a digital agenda.

The e-mail address is: Login@student.saxion.nl

Check this e-mail address every day. It is optional to send all Saxion e-mail automatically to your private e-mail address. You can get more information in the user manual at webmail.saxion.nl.

Space on the hard disk

Every student has their own separate hard disk within Saxion network, the so-called 'h-drive'. Make sure you never save any documents on the c-drive, since this will be deleted as soon as the computer is restarted. You can reach your h-drive from outside Saxion through the website homeaccess.saxion.nl.

Cheap software and notebooks

Students can order cheap legal software through www.surfspot.nl. It is possible to order student laptops through Saxion. Go to wifi.saxion.nl and choose 'notebooks'.

Printing, copying and binding

Students have to hand in reports on a regular basis. It is therefore possible within Saxion Enschede and Deventer to print, copy and bind reports. The repro-shop is available for binding. The so-called 'multifunctionals' can be used for

printing, scanning and copying, everywhere at Saxion. You can pay with your 'chipknip' (chip card). There is a manual on My Saxion under the A-Z-list.

Sport & Culture, also for top sportsmen

Saxion students can participate in all kinds of sport and cultural activities at low costs. Enschede and Deventer have their own fitness room. Look for more information at <http://www.saxion.nl/extra/index>. Saxion students can:

- buy a sports card, to use sport and fitness facilities at low costs
- make use of the cultural activities (theater or movies) with attractive discounts.

A student who is a top level athlete, and would like to qualify for special facilities, e.g. in the area of scheduling classes and tests, has to register with the Saxion Desk for Sport and Culture, located in Enschede, or with the coordinator of top-sport facilities or Studium Generale coordinator of Saxion, located in Deventer. It will be the student's responsibility to do so. In consultation with the study coordinator, the student's study plan can be drawn up.

3 Regulations



Education and examination regulations (EER) and Student statute

Students have certain rights and duties. In the education and examination regulations (EER) you can find important regulations with regard to participation in tests, the first year success-standards (study advice) etc. The study career supervisor will discuss the most important regulations with the student in the first study week. The 2011-2012 study year EER can be found on My Saxion under My study at Rules and Regulations.

In the [student statute](#), also available through My Saxion, you can find all information about the students rights.

Board of Appeal

We refer to My Saxion for the most recent regulations.

Integrity and Complaints Office (MIK)

The Integrity and Complaints Office (Meldpunt Integriteit en Klachten – MIK) offers every Saxion student and employee and external relations the opportunity to file a complaint. Every complaint can be seen as a positive involvement of the complainer to the organization and as a tool for improvement.

Until recently there were several complaint regulations and institutions with specific tasks. This led to a large amount of different desks and offices where students and employees had to go with certain specific complaints.

Every office had its own operating procedures, its own communication and its own reporting.

To comply with the Saxion Code of Conduct and with regard to a better complaint management, Saxion chose to establish one office for filing complaints: the MIK. This Office is staffed by Saxion's integrity official, with whom students, employees and external relations can file a complaint. Of course it is still possible for everyone to discuss the matter directly with the (specific) organisation or person who can judge the complaint.

Every complaint is declared admissible by principle and will be dealt with by the integrity official, or send on to the authorized organisation, employee and/or his manager. The complainant will receive feedback on the settlement of the complaint.

Participation

Saxion has a central representative advisory body (GMR) and every academy has its own academy board, in which employees as well as students are represented. For regulations and more information, please check My Saxion.

Holiday regulations

See year schedule

4 Registration and student grants



For a detailed description and procedures, see:
<http://www.saxion.edu>

Public transport pass (OV-kaart)

Unfortunately a public transport pass (OV-kaart) is only available for Dutch students.

Facility fund

Saxion has a facility fund, to which students can make an appeal in special circumstances. The regulations for this fund will be posted on My Saxion at the start of the new study year.

Study year and quartiles

Every study year consists of 4 quartiles of 10 weeks each. These quartiles are divided into 7 teaching weeks, 2 exam weeks and 1 week for projects and other activities (so-called 'week-10-activities').

Introduction period 2011

The 2011-2012 introduction period starts on Monday August 22nd, 2011. The first quartile, week 1.1., starts in week 35 (August 29 - September 2, 2011).

The Saxion year schedule 2011-2012

The 'Saxion Annual Academic Calendar' (Saxion jaarindeling) is the scheme that records the quarters of the academic year 2011-2012, as well as (official) holidays.

The academic calendar is based on the following starting points:

- a uniform academic calendar for Saxion;
- a number of 200 teaching days (based on 1680 hours of study load per academic year, working weeks/study weeks of 40 hours and 8 hours per day, 210 teaching days, in this case 42 weeks of 5 teaching days each should be realised);
- academic years of equal duration
- the first quarter commences as much as possible in the week in which 1 September falls;
- four quarters of mostly an equal number of teaching days;
- a substantial overlap with the summer holiday period and the other holidays of primary and secondary education in the region.

During non-teaching days there will be no planned teaching activities, but (additional) teaching services (such as admission tests, choice of study/career interviews) may be offered on these days.

Division into quarters 2011-2012

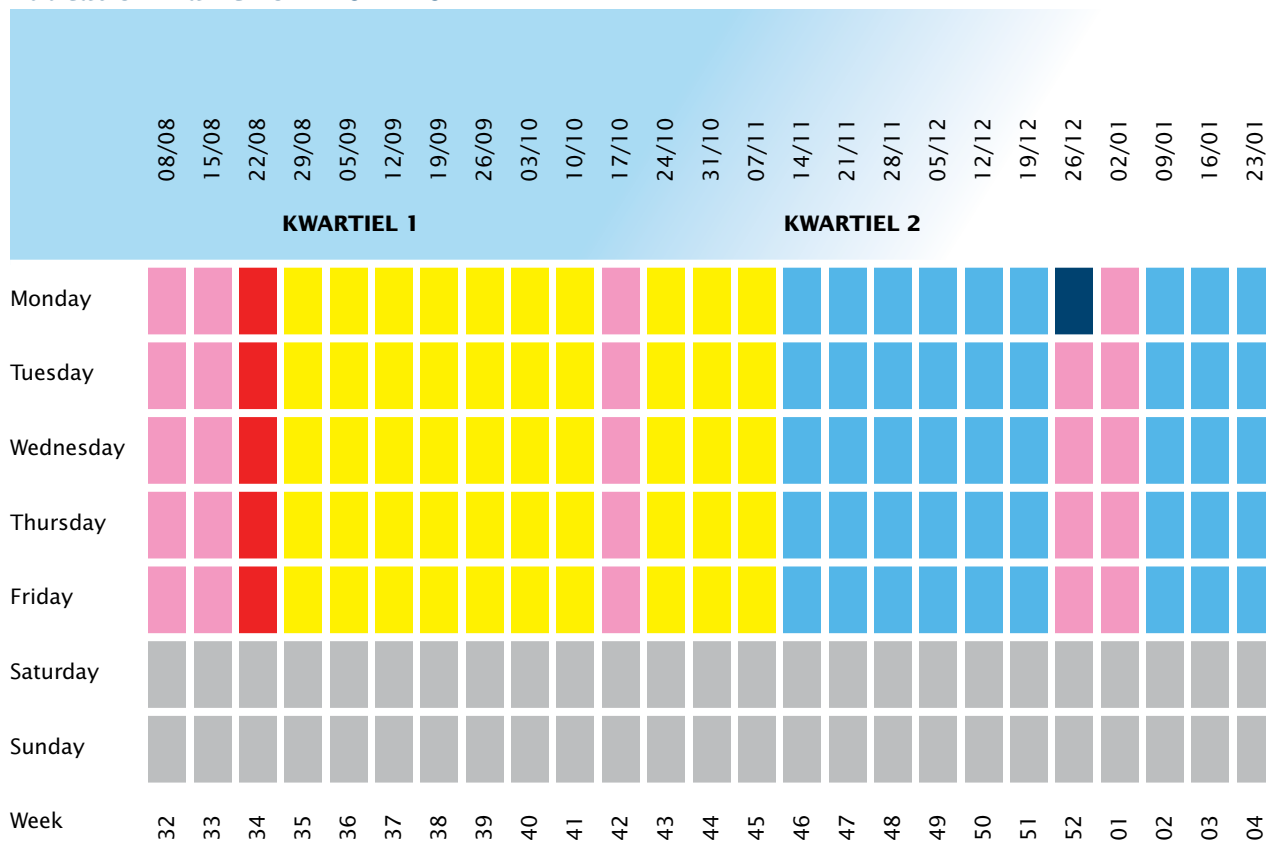
Teaching weeks have been divided over four quarters of approximately 50 teaching days each, excluding autumn, Christmas, spring and May holidays. Official holidays (Easter, Ascension holiday and Whitsun Monday) fall on teaching days and are not compensated for.

Period	Start	Finish	Teaching days
Introduction	22 Aug. 2011	26 Aug. 2011	0
Quarter 1	29 Aug. 2011	11 Nov. 2011	50
Quarter 2	14 Nov. 2011	3 Febr. 2012	50
Quarter 3	6 Febr. 2012	20 April 2012	48
Quarter 4	23 April 2012	13 July 2012	52
Total			200

Holiday/day off	Start	Finish
Autumn holiday	17 Oct. 2011	21 Oct. 2011
Christmas holiday	26 Dec. 2011	6 Jan. 2012
Spring holiday	27 Febr. 2012	2 March 2012
Easter	6 and 9 April 2012	
May holiday	30 April 2012	4 May 2012
Ascension holiday	17 and 18 May 2012	
Whitsun	28 May 2012	
Summer holiday	16 July 2012	24 Aug. 2012

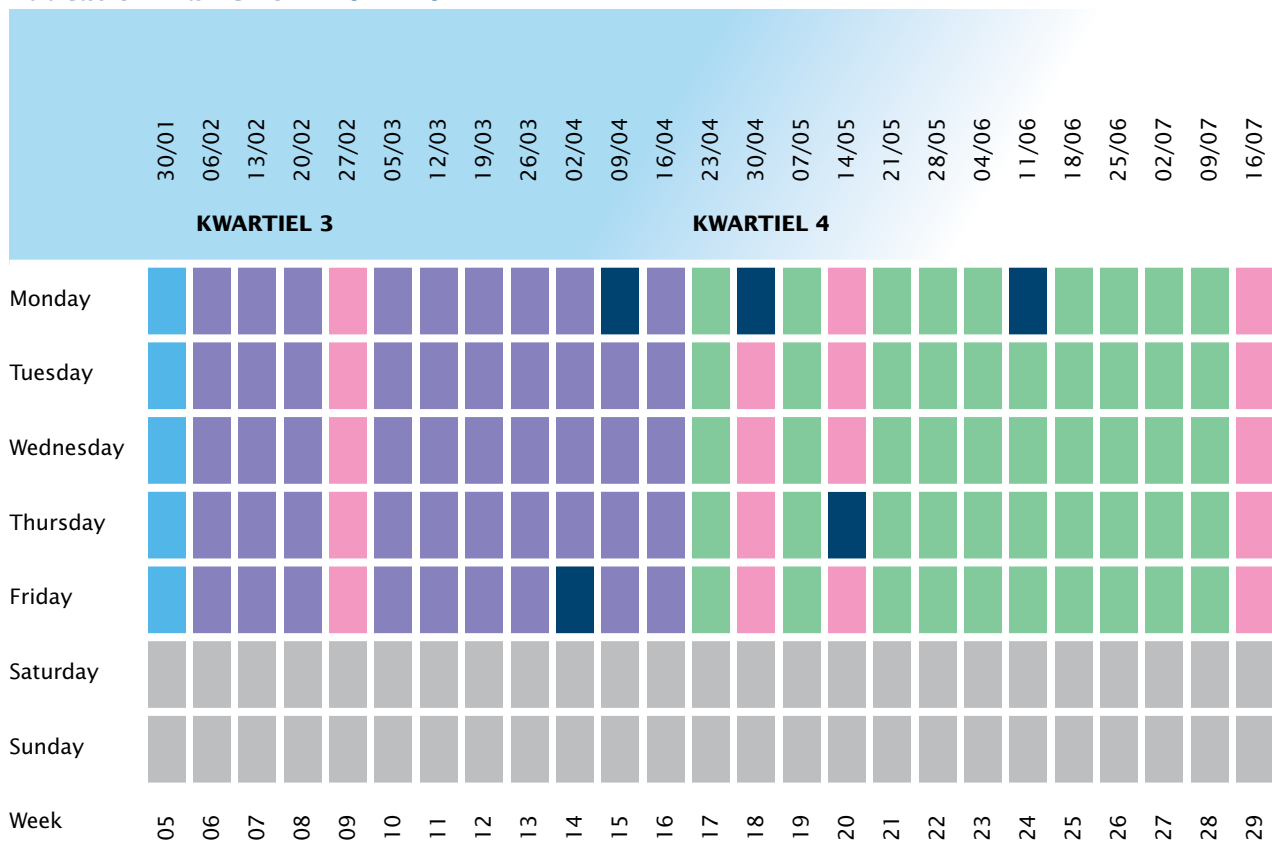
The schedule for the study year 2011-2012 is as follows:

Education framework 2011-2012



(Dark blue: national and Christian holidays; pink: non-teaching days; red: intro)

Education framework 2011-2012



(Dark blue: national and Christian holidays; pink: non-teaching days; red: intro)

5 School of Finance and Accounting

(Academie Financiën, Economie & Management - FEM)



Mission and vision

F€M is an active and up-to-date academy which is always engaged in the future, to which the notion of 'development' always comes first. In the years to come our goal is to develop into one of the best schools in our field of study. This is not an objective in itself; it evolves out of the desire to offer students the very best and give them a solid stepping stone on their way to a successful career, and optimal personal development. F€M wants to make sure that what we do has a greater added value than the study programme of any other financial-economic faculty in the Netherlands. This has to do with our ambition which we clearly stated in our mission.

This mission is expressed as follows:

F€M offers students, clients and employees a top surplus value in economic and social knowledge and personal development. It educates (self-)critical professionals who can offer surplus value to the field of work and the society.

The school of Finance and Accounting offers university studies in the financial-economical area in Enschede, Deventer and on Curaçao. The programmes offered by the academy are recognized by the Dutch Flemish Accreditation Organisation. This means that the educational programme has been assessed positively.

Degree programmes

F€M offers the following bachelor degree programmes:

Full-time

- Accountancy
- Business economics
- Tax Law and Economics
- International Finance and Accounting (as of September 2010, completely in English)

Part-time

- Compact Business Economics
- SPD
- Payroll Advisor
- Tax Advisor
- Financial Controller
- Project management in practice

Even in times of an economic crisis, these programmes offer excellent opportunities in the labour market. Students who would like to continue studying after their bachelor degree can receive their masters' relatively quickly, due to good connections with research universities.

The full-time studies follow the same programme in the first 1,5 years. This allows students who are unsure of their study path to switch between times, without falling behind. After the second year in-depth study takes place and the practical part of the programme commences. In the third year, students create their own learning path by following a minor. The programme ends with a graduation assignment that takes place at a business location. This assignment leads to a thesis, which will be defended at the final interview. As soon as all units have been successfully completed, the student receives his or her diploma and he or she will hold the title of Bachelor of Economics.

Small groups, practically orientated

The training at the school of finance and accounting can be characterized by personal attention, small groups and practical assignments. Renowned organisations, such as KPMG and the Rabobank participate in assignments to be carried out by the students in their work groups. In the meantime, Master classes take place at these organisations and their employees are involved in the oral assessments in the exam period.

There are 20 contact hours per week (class hours as well as coaching), in addition to self-study hours that are scheduled. The school has its own study area where students can work. The teachers' offices are located nearby the study area, so that the teachers are close by and therefore easily approachable in case of any problems or questions. The study programmes can be found in a digital learning environment, which can be reached from anywhere through the internet. Therefore, students do not have to be at school to work on an assignment.

Two locations: Deventer and Enschede

Where is the F€M-school in Deventer?

On the 3rd floor in the B-wing (B3.04 – B3.12) are the front office, the teachers' offices, the mail boxes and the study area.

Where is the F€M-school in Enschede?

On the main floor, in the Haanstra-wing. Right behind the swing doors are several classrooms and the consultation rooms which are, amongst other things, used for the tutor group meetings. In the hallway, where you can also find the emergency exit, are information boards for general announcements. The students' association, BALANS, has its own office there. Then the heart of the school: here you can

find the front office, and another screen with the daily announcements. All employees have their own work space in this part of the Haanstra-wing, and you can also find the study area for our own students here.

Curaçao

The studies of Business economics is also taught on Curaçao by the University of the Dutch Caribbean (www.udc.an). Students follow a three-year course on Curaçao and one year in the Netherlands. The training is completely identical to the education as offered by Saxion in the Netherlands.

Practical orientation

The academy pays a lot of attention to practical orientation. Guest lecturers come by on a regular basis and there are 'in-house-days' organized with several businesses. Every year we organize a business market where students can speak to potential companies and organisations about their internship or career.

Student Association: BALANS

The student association of the school of finance and accounting is SV Balans. They organize various activities which are directly related to the programme and the field of work. The student association is very active and organizes excursions, in-house days, guest lectures and symposia. Student association members can get a discount on their study books at www.studieboekencentrale.nl. For more information, or if you want to become a member, e-mail info@svbalans.nl

Alumni-association CA\$H

The school of Finance and Accounting has had an active alumni association since 2005: CA\$H. The alumni association's objective is to bring F€M-alumni and the business world together, to create a unique network from which all parties can benefit. This is mostly expressed in knowledge-broadening and branch-specific activities. CA\$H organizes various training sessions, courses and lectures. This way, alumni get the opportunity to broaden their knowledge and get back to school for a little while. For more information, or to become a (free) member, e-mail info@cashfem.nl

Study & Entrepreneurship

F€M actively stimulates entrepreneurship, and there are several students within our school who run their own company while they are studying. Saxion has various arrangements for these student-entrepreneurs which support the combination of studying and doing business. For more information, contact Mr. J. Held (j.held@saxion.nl)

Internationalization

Internationalization is one of the spearheads of the F€M-school policy. Students are encouraged to do their internship or graduation assignment abroad. In previous years, students have done their internship in, amongst other places, Curacao, South Africa and Bhutan. It gives the internship or graduation period a large added value and such an experience is of great value to your CV!

F€M is a member of Businet, an umbrella organization of universities of applied science in Europe, and one of the teachers, Mr. Schenke, is in the organization's board of directors. Businet organises 'international business weeks' for the participating schools. Here, F€M-students can get to know students and universities in other countries, such as Belgium, France, Great Britain, Poland, Czech Republic and Finland.

Study career supervision

Within the study programmes of the school of Finance and Accounting, study career development (SLO) receives a lot of attention. The study career development programme in the first year is intended to coach students in the process of competency development.

The main objectives of the introductory (1st year, propaedeutic) phase are:

- 1 Orientation on the various F€M programmes and professional practice
- 2 Making a responsible study choice (the selection process)
- 3 Preparation for the main phase.

Coaching in the first year is aimed at supporting students in realising the introductory (propaedeutic) phase objectives and the process of self-control.

In addition to study career supervision, coaching in the career development is key. Personal development, social development and professional development hold a prominent place. In shaping the future accountant, business economist or tax economist, it is not only about having enough expert knowledge, but also about having a large amount of general professional competencies. Students need to have social and communicative skills and management qualities.

Practical office internship and graduation

Students carry out their internship abroad in the third or fourth study year for a period of 20 weeks. Students that meet the internship maturity requirements (See EER), can apply for their internship period at the practical office (e-

mail: praktijkbureau.fem@saxion.nl). The internship coordinator will assess the internship assignment. If he/she meets all the requirements, the student can start the assignment supervised by the company supervisor. The student is also supported by the school coach. The student writes a report about his/her experiences and the job activities he/she performed. If the internship takes place in the field of fiscal economics, it will be finished with an oral assessment about the professional products produced.

At the end of the programme, the graduation assignment needs to be completed. Students acquire their own assignment, which should meet the set requirements. After approval by the graduation co-ordinator, the student starts working on the assignment, supervised by the company coach and school coach. The student writes his/her thesis about the graduation assignment, which will be defended in the final interview. As soon as all units have been assessed with a sufficient mark, the student has graduated with the diploma of accountancy, business economics or fiscal economics and he/she can take on the title of bachelor of economics.

Exam committee

For requesting things that deviate from the EER (e.g. exemption requests, extra exam time), you have to file a request with the academy's exam committee.

The exam committee consists of the following employees:

Mrs. M.A.H. Roex-Lemmens (president)
Mr. E.A.M. Mentink RA (vice-president)
Mr. J.S. van Hetteema (secretary)
Mr. L. Beumer (repl. secretary)
Mrs. P.F. Leerkes (member)

Exemptions can be requested using the forms below. These forms, which can be found on My Saxion, have to be printed out and handed in, in the mailbox of the exam committee's secretary (to be found at the FEM academy)

- [Request for exemption in doing exams](#)
- [Request for test facilities](#)
- [Request to change the study contract](#)
- [Other requests](#)

Exemption requests can only be answered when the following checklist has been completed:

- [The above-mentioned form](#)
- [Description of the module](#)
- [Description of the consulted literature](#)

- [Verified copy of the list\(s\) of marks](#)
- [Verified copy of the diploma](#)

Requests need to be handed in on the Tuesday before the exam committee's meeting, at the latest. The meeting schedule can be found on My Saxion under year schedule

Questions and requests can only be submitted with the above-mentioned forms, any other e-mails or letters can not be dealt with. Students should not approach the exam committee members in person.

Take a look at the FAQ list of the exam committee on MySaxion and discuss your request first with your mentor.

The exam committee e-mail address is: examencommissie.fem@saxion.nl

MySaxion: the source of information for FEM-students!

Make sure My Saxion is set up with the right study programme and location. This data can be found in the upper left-hand corner of the screen. With the button right below that, you can change the set-up.

News announcements

Immediately after logging in, you will see an overview of news announcements. Make sure you check every day if there is anything relevant for you. Underneath you can find the announcements that have to do with Saxion in general.

Schedules/Time-tables

If you click the link 'schedule', you can find the timetable. It is shown by the week. Timetables can be found with the class code. The time tables will be refreshed every day (at night). We try to avoid any changes, but make sure you check the newest version of the timetable every day!

Tests

If you click the link 'exams', you can find the link to the BISON system for your exam schedule. This schedule will be available around week 6 of the educational unit.

By the way, the schedules for the oral exams are separately mentioned under the header 'assessment roosters'.

Through the link 'results' you can find the test results and students can sign up here for the exams. Test results will be ready within ten business days after the test.

For every test students need to sign up (Enschede + Deventer). **At the time of the test, students have to show a valid ID.**

Result overviews

Every student can check his or her study results in BISON. The link to BISON can be found in the My Saxion menu.

Calculators

As of the study year 2010-2011 students are not allowed to use any 'graphical calculators/ calculators with a large display with more than one line of input'. This applies to all exams, all programmes and all study years. Check for more information My Saxion and Blackboard.

Narrowcasting screens

Both locations have so-called narrowcasting screens; large tv-screens on which the school's news can be found: any absence of teachers will be mentioned on the screens as well as often the short versions of larger My Saxion announcements. Therefore, make sure to always have a look at the screens as well!

Digital study area – Blackboard

The school of Finance and Accounting has a digital study area available where all study material can be found. During the first day of classes, the login link for this study area will be handed out.

All study materials (such as assignments, manuals, lecture sheets etc.) can be found in the digital study area. Blackboard can be reached through the My Saxion menu.

Preparation of the classes

- On Blackboard, students can find what they have to prepare for each class. Moreover, the necessary literature is mentioned there. This should be taken with you to the class.
- For the practical classes, the student can find which assignments to prepare under the link to the course concerned on Blackboard.
For lectures, the student sometimes doesn't have to prepare anything. In any other case, certain chapters from the book should be read beforehand. Have a look under the header of the course concerned.
- During the first day of classes, more specific instructions will be given with respect to the preparation of each class.

Frequently asked questions

Where to go with your questions?

The school has a front office for students in Deventer (tel. +31 (0)570-603624) as well as in Enschede (tel. +31 (0)53-

4871478). Students can call the office with all their questions and to make appointments with teachers, to hand in assignments if agreed so, etc. You can also contact the front office to report ill, or for other announcements.

Which books are required?

Students in Enschede can find the reading list at www.studieboekencentrale.nl. The books can be ordered directly online. Of course you are free to choose who to order from: for example, books can also be ordered at bol.com. Keep in mind though, that the delivery time can differ, so make sure to order on time!

Where can I find the time tables?

The time tables can be found at My Saxion. You can view the time tables on your cell phone through roosters.saxion.nl.

In which classrooms are the lectures?

In Enschede, the main Saxion building consists of various 'wings' and floors. Most classes will take place in the HB-classrooms, near the study area of the School of Finance and Accounting (F&M). The group work spaces and the teachers can also be found in this area. However, classes are sometimes scheduled in other parts of Saxion. A classroom number is always composed of the following elements: HB01. The first letter stands for the wing (a W means Wolvecamp, an S means Schierbeek, an E Elderink, an F Forum and an H Haanstra), the second letter stands for the Floor (B is the ground floor, 1 is 1st floor etc.). The last two numbers represent the classroom number.

Due to increasing student numbers there are several buildings. New is the Epi Drost building, the classrooms in this building are represented by the letter G (Van Galenstraat).

In Deventer, the main Saxion building consists of various floors. A classroom number is always composed of the following elements: B318. The first letter stands for the section of the building. Near the elevators, the classrooms are indicated with signposts. The first number stands for the floor. The last two numbers represent the classroom number.

Due to increasing student numbers, an external Saxion building will be put into use. More information about this will be announced at the start of the new study year.

How can I reach my teachers?

In Enschede as well as in Deventer there is a study area (in Deventer: third floor, building section B, in Enschede: ground

floor, Haanstra) with several teacher work spaces. Due to the large amount of lectures, internship visits, marking etc. a teacher will not always be at his or her desk. Therefore, it is best to e-mail beforehand to make an appointment with the teacher. If you have a question, it is preferable to ask this through e-mail. Teachers will always try to answer e-mails within 24 hours. Keep in mind though, that many teachers work part-time for the F€M school of finance and accounting.

House rules for the school of finance and accounting (F€M)

These are (short, but sweet):

- Clear up your work space
- Don't leave anything behind when you leave
- Handle furniture and equipment with care
- Food and drinks are only allowed in the restaurant, not in the study area and class rooms.
- Smoking is NOT permitted within Saxion
- Your mobile phone must be SWITCHED OFF during class hours and exams
- There are plenty of waste bins in the school: use them!
- Computers and the internet are meant for studying: use them for doing that!
- Misuse of computers and computer systems will be punished by blocking the account. That will make studying very difficult....

6 Bachelor studies International Finance and Accounting



Introduction

International Finance and Accounting (official name: Finance and Control) is a 4-year Bachelor programme. It trains students for management positions in profit or non-profit organisations.

The programme is internationally oriented for the following reasons:

- 1 its international composition of student groups (several nationalities);
- 2 internationally-oriented modules;
- 3 international practical assignments in the modules
- 4 international literature;
- 5 an obligation to do a part of the programme abroad (through an internship or study with a partner university);
- 6 contacts with international partner universities for student and staff exchanges

The programme distinguishes itself through its attention to each individual student. He or she will study in a class with a maximum size of 25-30 students and will also work in smaller groups on assignments. Explicit attention is paid to the individual student through coaching.

The programme distinguishes itself further through its specific attention to communicative and management skills. Everything the students learn in specific courses in these subject areas will be applied to other courses and in project activities, such as “management games.”

The school actively seeks to integrate features of the current

labour market within its curriculum. As such, the subjects of general economics, sociology and cultural anthropology, ethics and human resource management will contribute to increasing the students’ ‘global economic awareness’.

Students can make their own choices in pursuing a minor within the programme, providing them the ability to give their own unique interpretation to their course of study. Of course, students can specialise themselves even further, as soon as they develop a particular professional image they would like to follow.

Starting point: National educational profile for Business Economics (Landelijk opleidingsprofiel Bedrijfseconomie (LOB))

The curriculum is based on the Netherlands’ national education profile. This guideline provides a description of the competencies and levels to which they have to be achieved for all bachelor programmes in business economics. These national competencies are in accordance with the “Dublin Descriptors.”

Curriculum International Finance and Accounting

YEAR 1 BASIC	Semester 1					
	Quarter 1 Courses	Exams	Credits	Quarter 2 Courses	Exams	Credits
	Business English	Mid-Semester	0	Business Communication	End-Semester	4
	Research & Computer Skills	Final Exam	3			
	Micro/Macroeconomics	Mid-Semester	0	Micro/Macroeconomics	End-Semester	8
	Mentoring	Final Exam	0			
				Marketing & Management	Final Exam	3
	Financial Accounting	Mid-Semester	0	Final Accounting	End-Semester	6
	Financial Management	Mid-Semester	0	Financial Management	End-Semester	6
			3			27
YEAR 1 BASIC	Semester 2					
	Quarter 3 Courses	Exams	Credits	Quarter 4 Courses	Exams	Credits
	Business English	Mid-Semester	0	Business Communication	End-Semester	3
	Sociology & Cult. Antropology	Final Exam	3	Mentoring	Final Exam	3
	International Law	Mid-Semester	0	International Taxation	End-Semester	8
	Financial Accounting	Final Exam	3	Financial Management	Final Exam	3
	MIS/ICT	Final Exam	4	Management Accounting	Final Exam	3
			10			20
YEAR 2 INTERMEDIATE	Semester 3					
	Quarter 1 Courses	Exams	Credits	Quarter 2 Courses	Exams	Credits
	Research & Computer Skills	Mid-Semester	3	Business English	Final Exam	3
	Ethics	Final Exam	3	HRM	Final Exam	3
	Corporate Governance	Final Exam	3	Mentoring	End-Semester	0
	Marketing & Management	Final Exam	3	Financial Management	Final Exam	4
	Management Accounting	Mid-Semester	0	Management Accounting	End-Semester	8
			12			18

YEAR 2 INTERMEDIATE	Semester 4					
	Quarter 3 Courses	Exams	Credits	Quarter 4 Courses	Exams	Credits
	Business Communication	Final Exam	3			
	Mentoring	Final Exam	3	Financial Accounting	Final Exam	4
	Intern. Financial Management	Mid-Semester	0	Intern. Financial Management	End-Semester	8
	Supply Chain Management/Logistics	Mid-Semester	0	Supply Chain Management/Logistics	End-Semester	6
	AIS	Mid-Semester	0	AIS	End-Semester	6
			6			24
YEAR 3 ADVANCED	Semester 5					
	Quarter 1 Courses	Exams	Credits	Quarter 2 Courses	Exams	Credits
	Business Communication	Mid-Semester	3	Research & Computer Skills	End-Semester	3
	Auditing	Mid-Semester	0	Auditing	End-Semester	8
	Financial Management	Final Exam	4			
	Financial Accounting	Mid-Semester	0	Financial Accounting	End-Semester	8
				Management Accounting	Final Exam	4
			7			23
YEAR 3 ADVANCED	Semester 6					
	Quarter 3 Courses	Exams	Credits	Quarter 4 Courses	Exams	Credits
	Internship					30
					30	
YEAR 4	Semester 7					
	Quarter 1 Courses	Exams	Credits	Quarter 2 Courses	Exams	Credits
	Minor					30
					30	
YEAR 4	Semester 8					
	Quarter 3 Courses	Exams	Credits	Quarter 4 Courses	Exams	Credits
	Final Thesis					30
					30	

Interpretations within IFA

In this chapter, we describe the IFA curriculum. At the beginning of each section, we will describe the course, the amount of credits that are connected to this course, and to which level the associated national competency needs to be mastered by the students.

1. General Economics (8 credits in year 1)

In addition to more general micro- and macro-economic themes (such as elasticities, market forms, Porter's theory on competition, gross national product, economic trends and innovation), in this course unit, we will address international economic relationships and the various economic systems (the market mechanism, central planning and various intermediate forms). We will also address environmentalism. This course unit has common ground with the International Financial Management and Sociology and Cultural Anthropology courses.

Learning goal:

Make connections between events in the environment of a company and within the company itself (as far as these are a result of international economic developments), the actions of governmental organisations, competition, as well as the entire business sector in which the company is situated.
Literature: Marijs: Economics and business environment
Publisher: Noordhoff

2. Sociology and Cultural Anthropology (3 credits in year 1)

This course is focused on social behaviour and the economic structure of various peoples and cultures. We will not only look at the differences between cultures, but also the interaction (communication) between cultures and the social and economic problems that may result. What are the consequences for doing business abroad? By doing assignments, we will be able to take a close look at various cultures. This course has common ground with the General Economics and Communication courses.

Learning goal:

Recognizing influences from society, religion, culture, ethnicity and gender on globalisation and doing business.
Literature: Monaghan: Social and Cultural Anthropology A very short introduction
Publisher: Oxford University Press

3. International Financial Management (8 credits in year 2)

Knowledge of the international financial markets is very important for many businesses that operate internationally. We will discuss, among other things, the functioning of exchange markets (exchange rate risk), international banking, the role of inflation and interest, purchasing power parity, international investments and ways to limit international risks. This course builds on the course General Economics and has things in common with Financial Management.

Learning goal:

Recognizing, describing, analysing and possibly covering financial, exchange rate and interest risks.
Literature: not yet determined

4. Financial Management (17 credits in year 1, 2 and 3)

Emphasis in this course is on issues of Investment and Financing. We will discuss: investment selection methods, the functioning of the stock exchange, valuation of shares and bonds, risk measures, the financing theory of MM, mergers/take-overs and the functioning of derivatives (options, futures). What risks are associated with investing abroad and mergers with (take-overs by) foreign companies? In addition, there is room in this course for a training in financial math. This course has ground in common with International Financial Management.

General learning goals:

1. formulating a financial plan
 2. determining and describing the economic feasibility (rate of return) of projects and investments
 3. collecting, systematizing and analysing financial and non-financial index numbers
 4. analysing the choice of capital sources
- Literature: Ross: Essentials of corporate finance
Publisher: McGraw-Hill

Learning goals Financial Management 01 (3 credits):

1. carry out a ratio analysis
2. determine an optimal capital structure

Learning goals Financial Management 02 (3 credits):

1. assess an investment project
2. calculate the present and future values of cash flows over the course of time

Learning goals Financial Management 03 (3 credits):

1. calculate the value of various types of debentures

2. calculate the value of various types of shares
3. understand stock market information in the financial newspapers

Learning goals Financial Management 04 (4 credits):

Not yet determined

Learning goals Financial Management 05 (4 credits):

Not yet determined

5. Financial Accounting

(21 credits in year 1, 2 and 3)

The Financial Accounting course is divisible into three areas: Annual Accounting/Reporting, International Financial Accounting (about IFRS, US-GAAP and the different accounting traditions) and Business administration. We will also look at the accounting rules of some more 'exotic' countries (such as Japan, Russia, Australia, etc.) and the consequences for relevance, reliability and comparability of information in the Annual Report.

General learning goals:

1. designing, set-up and maintaining (automated) financial and non-financial data systems
2. provide information to external parties
3. determining and managing financial-economic and fiscal risks
4. determining and providing financial-economic and fiscal information for decision-making purposes

Literature: Reimers: Financial Accounting a business process approach

Publisher: Pearson

Learning goals Financial Accounting 01 (3 credits):

1. formulate a balance sheet, statement of profits and losses, and cash flow statement
2. process overflow entries
3. notice fraud risks when processing financial information

Learning goals Financial Accounting 02 (3 credits):

1. applying various debiting methods
2. applying accounting principles
3. applying various methods of stock rating

Learning goals Financial Accounting 03 (3 credits):

1. working with benefits
2. rating intangible assets
3. account processing of mutations in net assets

Learning goals Financial Accounting 04 (4 credits):

Not yet determined

Learning goals Financial Accounting 02 (4 credits):

Not yet determined

Learning goals Financial Accounting 06 (4 credits):

Not yet determined

6. Management Accounting & Control

(15 credits in year 1, 2 and 3)

This course addresses planning and management activities of business. Topics that will be discussed are: expenses and net price, stock rating, performance assessment, budgeting and control, as well as quality management (TQM, Six Sigma, etc.). The management and reward style strongly depend on the cultural background of the company.

General learning goals:

1. setting up and specifying a cost plan
2. analysing the differences between a cost evaluation and cost realisation
3. assessing whether certain activities need to take place within or outside the business
4. assessing whether certain orders need to be accepted
5. advising with regard to an assortment of choices

Literature: Horngren: Cost Accounting

Publisher: Pearson

Learning goals Management Accounting & Control 01

(3 credits):

1. determine variable vs. fixed costs
2. calculate a break-even sales point
3. determine job-costs

Learning goals Management Accounting & Control 02

(4 credits):

1. develop a variance analysis
2. account for costs through the Activity Based Costing method

Learning goals Management Accounting & Control 03

(4 credits): Not yet determined

Learning goals Management Accounting & Control 04

(4 credits): Not yet determined

7. Supply Chain Management & Logistics

(6 credits in year 2)

SCM is the principle that the functionality of business processes will improve through improvement of the cooperati-

on with suppliers and customers. This is supported by the use of IT-software, amongst which is ERP. This course therefore has topics in common with MIS/AIS. In addition, we will discuss JIT and Lean Manufacturing.

Learning goals:

1. design alternative organisational structures, business and logistic processes
2. assess quality processes
3. advise with regard to logistical processes

Literature: not yet determined

8. Accounting Information Systems (6 credits in year 2)

This course is chiefly focused on the quality of management, administrative and logistic information. This mainly includes the quality aspects of: effectiveness, efficiency, reliability, availability and controllability. This implies that the management of organisations needs purposeful and reliable information to control business processes. This information needs to be available at the desired times and needs to be subsequently verifiable. This means that requirements need to be determined with regard to the design, construction, implementation and management of data systems, from which the management information emanates. This course therefore has a lot in common with MIS/ICT.

Learning goals:

1. describe and design (automated) data systems
2. describe and design administrative systems
3. advise with regard to internal control measures, which are important for primary and supporting processes

Literature; reader

9 Corporate Governance (3 credits in year 2)

Good business management is the responsibility of various corporate bodies. This course will address how they work together, monitor risks and report in financial and non-financial publications. The various codes of conduct in this area will also be discussed.

Learning goal:

Analysing the contribution of the various corporate bodies in controlling corporate risks.

Literature: Solomon: Corporate Governance and Accountability Second Edition

Publisher: Pearson

10 MIS/ICT (4 credits in year 1)

As indicated by its name, this course unit is broken up into

two parts: Management Information Systems (MIS) and ICT implementation.

MIS are about the functioning of the various systems (TPS, DSS, MIS, EIS) as management support tools.

ICT implementation consists of working with Access.

There is a clear connection with this course and Supply Chain Management, Accounting Information Systems and Auditing

Learning goals:

1. formulate a data plan
2. specify data flows within the data plan
3. advise about the use of data and communication technology in business processes.

Literature: Laudon: Management Information Systems

Publisher: Pearson

11 Auditing (8 credits in year 3)

Theory of auditing and corresponding risk management. We will discuss, amongst other things: task acceptance, organization of an audit, material interest, inherent risks, process-oriented audits, statistical analyses, year-end audit and various types of audit certifications. This course unit connects with the course on MIS/ICT.

Learning goals:

1. Recognizing various phases of an audit
2. detect risks
3. advise about internal control measures, which are important for primary and supporting processes

Literature: not yet determined

12 Marketing & Management (6 credits in year 1 and 2)

This course addresses Strategy-making, Marketing and the Structure and Organisation of international businesses. Why are Asian companies so successful in Europe, while many European businesses have difficulty expanding their activities in China and Japan? How do you launch a product abroad and for what price are you going to sell?

Learning goals:

1. Analysing the relationship between an organisation and its customers
2. Designing alternative organisational structures and business processes

Literature: Burk Wood: Marketing Plan Handbook

Publisher: Pearson

13 International Tax (5 credits in year 1)

In this course, the student acquires a thorough knowledge of the background, the system and the contents of the rules of the international tax laws. Emphasis lies on the fiscal aspects of international activities of natural persons and legal bodies. The subject is about the rules and treaties with regard to prevention of double taxation, and the main features of the tax systems in the Netherlands and other countries. Everyone who has successfully taken this course can oversee the fiscal consequences of international activities of citizens and companies, and understands the attitude of governments in various countries with regard to taxation.

Learning goals:

Formulating, presenting and accounting for relevant fiscal overviews

Describing the financial consequences of tax law

Literature: Terra: European Tax Law

Publisher: Elsevier

14 International Law (3 credits in year 1)

In this course, the student is given a thorough understanding of the background, the system and the content of the rules of international law. Emphasis lies on the legal aspects of international activities of natural persons and legal persons. We will address, amongst other things, competitive trading law and freedom of movement of goods.

Learning goal:

Prevent, analyse and solve legal problems

Literature: Wevers :A basic guide to international business law

Publisher: Noordhoff

15 Human Resource Management (3 credits in year 2)

An organisation can distinguish itself by its people. The quality of the employees, their enthusiasm and engagement largely influence the productivity and the continued existence of the organisation. International differences will also play an important role (think about management styles).

Learning goal:

Designing a human resource management strategy, which contributes to the realisation of the desired (financial and non-financial) results

Literature: reader

16 Research and Computer Skills (9 credits in year 1, 2 and 3)

In this course, emphasis lies on various research skills, amongst which are research methodology, computer skills

and statistics. This competency will return (and be assessed indirectly as well) in other courses.

Learning goal:

Systematically collect and analyse information for the benefit of operational management

Literature: Saunders: Research methods business students

Publisher: Prentice Hall

17 Business Communication

(10 credits in year 1, 2 and 3)

In this course, we focus on business communication. That is, oral communication in meetings, interviews and presentations, as well as written communication in reports. Communication within the company, as well as communication outside the company and in the society will be addressed. This course has topics in common with Marketing and Business English.

Learning goals:

Business communication and effective communication internal and external to an organisation

Literature: reader

18 Ethics (3 credits in year 2)

In this course, we focus on personal performance within ethical boundaries. Who am I (as an individual and as a professional) and what are the most important values to me? Are these values translated into a code of professional standards? What are the consequences of these values on my performance? How do these values relate to the corresponding attitude in the level of groups, organisations and the society? The students need to be able to perform a (self) reflection and give/receive feedback, in a practical way. This course has topics in common with Sociology and Cultural Anthropology.

Learning goals:

1. learning methodical and reflective thinking and acting

2. acquiring an understanding of social responsibility

Literature: Blackburn: Ethics, a very short introduction

Publisher: Oxford University Press

19 Business English (6 credits in year 1 and 2)

In this course unit, emphasis lies on speaking and writing the English language. We will work on grammar, syntax, pronunciation and a business vocabulary.

This course has a close connection to Business Communication.

Learning goals:

Business communication and effective communication internal and external to an organisation in proper English.

Literature: Duckworth: Business Grammar and Practice
Publisher: Oxford University Press

20 Mentoring/Portfolio (6 credits in year 1 and 2)

In this course, students reflect on personal development, study and the professional field. They map out which competencies are needed for which future professional roles.

Learning goals:

1. acquiring insight in own personality
2. development towards the level of a starting professional

Literature: manual

21 Internship (30 credits in year 3 or 4)

During the internship the student works independently on professional tasks in a business organization. The student applies the knowledge and skills he/she acquired at school. In this practical situation, the student experiences the coherence between the various disciplines within the organization. Under pressure of time, the student delivers the requested products. In this study-unit, the need for proper behaviour and keeping track of time is self-evident.

Learning goals:

1. perform as a starting professional, under supervision
2. reflect on own performance as a starting professional

Literature: internship guide

22 Minor (30 credits in year 3 or 4)

A cohesive and useful combination of course units that give added value to the future professional situation or follow-up study of the student. A minor can be focused on broadening the student's knowledge base, in-depth study or on moving up to a scientific master.

Learning goal:

Broadening the student's knowledge base or in-depth study to the qualifications of a starting professional

Literature: manual

23 Graduation assignment (30 credits in year 4)

The graduation assignment is a test of competency. The student largely independently solves a problem in the professional field. The student presents and defends his/her thesis in front of a committee, including the company coach and school coaches. The student proves having the competencies of a starting professional on the HBO-level (bachelor

degree).

Learning goals:

1. performance as a starting professional, working on a complex assignment.
2. being able to account for the job activities, as a starting professional.

Literature: graduation guide

Professional profile

A business economist is a financial jack-of-all-trades and the financial specialist in the organisation. As a spider in the web, he is involved in the decision-making processes in the field of all kinds of financial-economical decisions, such as reducing the level of goods in stock, investments in new equipment, marketing new products, setting up new business locations, and introducing new production methods. Every time something like this needs to be done, the financial specialist will calculate what its consequences will be. Many of these decisions have large implications for the entire organisation. The business economist therefore has an advising role to the organisation's management.

Often the business economist is responsible for the financial flow of money in an organisation. He or she can operate independently in this situation.

Besides being involved in and responsible for financial-economical decisions, the business economist is responsible for the information transfer in an organisation. This means he or she has to set up the organisation in such a way that all necessary data are collected, processed and translated into a well-organized and clear management report. The involvement with the management report also means that the organisation often has to change to get the right information in the right place. The financial specialist is therefore also an organisational improver.

In large organisations, the business economist is often a specialist who carries out one of these tasks. In a smaller organisation, the financial specialist often performs many or all of these tasks.

Education profile

The fact that the financial specialist has to be able to function as 'a spider in the web', indicates that he or she has to meet high level requirements of skills and knowledge! He or she has to be able to communicate with ease, but also should be able to empathize with the issues of the interlocutor. You have to have knowledge of what is happening within the organisation. You need to know about the purchasing process, the production process, the sales process, and you need to know how the organisation is managed.

The interlocutors can be working outside the organisation as well. You communicate as easily with the treasury as with the bank, the suppliers and the customers. You will know your facts speaking with any one of them.

The versatility this asks from you can be seen in the study programme as well: there are a lot of different competencies, in which the main tasks of the business economist can be recognized:

- financial-economic decisions
- information providing tasks
- organisational design

Profession and professional field

The studies of Business economics / International Finance and Accounting can be seen as one of the broadest study programmes of all economic studies.

The nice thing is that you can colour in your own personal career path. Do you like to combine knowledge of business economics with commercial aspects and contacts with customers? Then you can, for example, work in an accountancy office or a bank. Do you like to work with computers? Then combine your knowledge of business economics and your fondness of computers in a job at a software house and you become a consultant. You will then, for example, support and advise organisations who start automating their administration. If you like to work with figures, you can easily start as a financial administrative employee and grow into a controller job in which you can manage the whole department. Do you like to organise? Make sure to work with a larger company where they have several different jobs where more attention is paid to the administrative organisation (organisation of the company)

Every organisation needs financial specialists: trading companies, production companies and service companies such as accountants' offices, banks and insurance companies. Besides that, not only do the profit making organisations need financial specialists. So do non-profit organisations. Think (inter)national governments, monetary authorities and non-governmental organisations.

As mentioned above, the job activities are very diverse. Think:

- cost issues (cost price)
- issues with annual statements of accounts (a company has to publish its annual statement)
- investment and financing issues
- budgeting issues
- risk analysis (what could happen and if so, will we be prepared?)
- cost-benefit analysis (do we make a profit?)
- taxes and social insurance
- management information provision (how did we do and what should we be doing next?)
- Information issues (what should the management information look like?)
- administrative systems (developing the organisation structure)
- internal auditing (how can we make sure that no money and products disappear and that all information is correct?)
- logistical issues (manage the transport of goods)
- quality issues (manage the organisation)

Market developments

After several years of economic boom in which the economy strongly increased, we have had to deal with a clear recession lately. At the moment there are signs of recovery. Various research projects show that the job market will improve, however less than in the years of economic growth which lie behind us. Nevertheless, the demand for replacement of administrative / economic staff is so large that the job market position of the financial specialist can be considered good.

Semester 1

unit 1
internal curriculum

unit 2
internal curriculum

Semester 3

unit 5
internal curriculum

unit 5
internal curriculum

Semester 5

unit 9
internal curriculum

unit 10
internal curriculum

Semester 7

unit 13
internship/minor

unit 14
internship/minor

Semester 2

unit 3
internal curriculum

unit 4
internal curriculum

Semester 4

unit 7
internal curriculum

unit 8
internal curriculum

Semester 6

unit 11
internship/minor

unit 12
internship/minor

Semester 8

unit 15
thesis

unit 16
thesis

Programme bachelor International Finance and Accounting

Year I			
Business English	Business Communication	Business English	Business communication
Research and Computer skills	Marketing and management	Sociology and Cultural Awareness	
Micro/Macroeconomics	Micro/Macroeconomics	International Law	International Taxation
Mentoring			Mentoring
Financial Accounting	Financial Accounting	Financial Accounting	Management Accounting
Financial Management	Financial Management	MIS/ICT	Financial Management

Year II			
Ethics	Business English	Business Communication	
Research and Computer skills	HRM		
Corporate Governance	Mentoring	Mentoring	Financial Accounting
Marketing and Management		Supply Chain Management and Logistics	Supply Chain Management and Logistics
Management Accounting	Management Accounting	International Financial Management	International Financial Management
	Financial Management	AIS	AIS

Year III			
Business Communication	Research and Computer skills	Placement	Placement
Auditing	Auditing	Or minor	Or minor
Financial Management			
Financial Accounting	Financial Accounting		
	Management Accounting		

Year IV			
Minor or Placement			
Thesis			

Information on the contents of the units can be found in Blackboard.



Saxion Enschede

*M.H. Tromplaan 28, 7513 AB Enschede
P.O. Box 70.000, 7500 KB Enschede
T +31 (0)53 - 487 11 11
F +31 (0)53 - 431 22 33*



Saxion Deventer

*Handelskade 75, 7417 DH Deventer
P.O. Box 501, 7400 AM Deventer
T +31 (0)570 - 603 663
F +31 (0)570 - 603 123*

Saxion Information Centre

*T +31 (0)570 - 603 700
E info@saxion.nl
I www.saxion.nl*