

# BPP Business School

## Prospectus 2011



Reach new heights in your career

- Short programmes
- Undergraduate degrees
- Masters degrees
- Professional qualifications
- CPD programmes

# Welcome to our new prospectus

To help you navigate through the prospectus, we have colour coded the sections into the information and qualifications relevant to each stage of your career. The same section colours are used throughout and can be clearly identified on the contents page and the tabs on the side of each page.

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# Studying with BPP

As a leading provider of business education and training – with thousands of students and professionals choosing to study with us every year – BPP Business School has built an international reputation for excellence. We offer real choice with programmes across an ever widening range of business professions, a network of UK and European study centres, highly experienced tutors, strong links with leading global businesses and unrivalled flexibility in the way you can study. Whatever stage of your career you are at, BPP can help get you where you want to go.

## A formidable reputation

BPP Business School, part of BPP University College of Professional Studies, offers a range of undergraduate, postgraduate and professional qualifications – in addition to Continuing Professional Development (CPD) courses – to help boost your existing career, move you into a new role or sector or enable you to take those first crucial steps on the career ladder.

BPP was established over 30 years ago as a training provider for accountants; today, almost all FTSE 100 companies and two thirds of accountants train with BPP.

## Real-world experience

At BPP, our focus is on making you more successful in the real world. We are committed to providing the highest standard of business education, with tutors who are a dynamic mix of academics and practitioners from a variety of practice backgrounds.

## Links with the profession

BPP maintains a particularly strong reputation within the business community. In fact more than 500 organisations choose to sponsor their employees to study with BPP, many exclusive to us. We are also one of Europe's largest providers of training for accredited professional qualifications, including qualifications for the professional bodies featured below:



EducationInvestor Awards 2010

Winner

Post 16 education provider of the year



*“As the first for-profit organisation to be awarded the status of a UK university college, BPP has demonstrated a strong track record of innovation, and deserves plaudits for its focus on giving students a real chance at boosting their employability and quality of life.”*

# Studying with BPP – Focused on helping you achieve your career goals

## High quality, real-world teaching

We are committed to providing you with the highest standard of professional education, equipping you with the knowledge and skills which can be instantly applied in the real world of business, including:

- > employing a dynamic mix of academics, practitioners and professional trainers to give you a learning experience which offers a balance of practical insight, yet underpinned by rigorous academic and professional body standards
- > using real-life, contemporary examples in all class discussion and set work
- > utilising the latest technology and teaching methods, including business simulation exercises, to enhance your learning experience
- > placing emphasis on tutorials and small group sessions to offer more personalised support
- > providing regular feedback on all assessed work including mock exams

## Fast-track career progression

We are specialists in business – and that means we are better equipped than most to put you ahead of the competition. We can help you qualify quicker, too. With BPP, you can prepare for additional qualifications whilst undertaking your chosen programme of study – including fast-track degrees – significantly speeding up your career progress and making you really stand out, no matter what your specific career pathway.

We offer:

- > undergraduate programmes which can be fast-tracked in two years and provide opportunity to apply for exemptions from assessments towards relevant professional body qualifications e.g. ACCA (the Association of Chartered Certified Accountants)
- > masters programmes which prepare you for assessments towards relevant professional body qualifications e.g. CFA® (Chartered Financial Analyst)

> professional programmes with the option to 'top-up' to a masters degree e.g. qualified members of the CIPD's (Chartered Institute of Personnel and Development) Professional Development Scheme can upgrade their qualification to an MSc Human Resource Management (top-up)

> Continuous Professional Development (CPD) courses which can help to fill skills gaps or update your knowledge, serve as commitment-free tasters or even enhance existing study

The diverse menu of professional qualifications and CPD courses available at BPP means you can tailor your studies and training in ways that work for you, ensuring you gain the additional skills and expertise you really need for your chosen field, significantly enhancing your market value and employability.

## Consistently high pass rates

Since BPP began as a provider of accountancy qualifications 35 years ago, we have gone from strength to strength, becoming a leading provider of professional education – and nothing reflects that better than our pass rates.

For all professional examination qualifications at BPP they are consistently high – often well above the national average – which means you're in the best possible hands when it comes to successfully enhancing your career.

If that isn't assurance enough, we're prepared to go further. We are so confident that our taught programmes and assessment workshops are a winning formula that for some courses we are prepared to guarantee it, via our Pass Assurance Scheme – free of charge\*. All you need to do is meet certain basic criteria, and then if you do not pass a particular paper,

BPP will offer you a retake course or revision session at no additional cost.

\* Conditions apply.

# Studying with BPP – Flexibility and support

## Flexibility in how you learn

At BPP, you can choose from a range of study options including day time classes, evening classes, weekend classes and, on some programmes via distance learning.

Our student focused ethos means that your overall experience at BPP will be of an equally high standard, regardless of the location, programme or mode of study you choose.

We offer the latest e-learning technology and dynamic teaching to achieve maximum choice as to when, where and how you study – for example:

- > live lectures
- > online recordings of live lectures
- > live or online tutorials

Options available depend on your chosen programme.

Please see individual programme details for further information.

To join the BPP Business School online community:



Find us on:  
**facebook**

**twitter**

## Student support

We offer you support from the moment you accept your place at BPP, including:

- > an allocated personal tutor
- > a network of conveniently located, modern and well equipped UK and international study centres for you to choose from.
- > a Careers Service offering excellent links with the profession and providing specialist one-to-one support, enabling you to achieve your career aspirations.

For our degree programmes, we are offering our students additional services including:

- > learning support officers to help accommodate a wide variety of learning needs
- > the Student Advantage scheme, offering discounts from a variety of businesses around the local areas
- > a wide variety of student-led clubs, societies and sports teams in all of our locations
- > an accommodation service that can support you in finding a suitable place to live whilst studying
- > scholarship programmes to assist those in financial hardship

For further information, please visit:

**[www.bppbusiness.com](http://www.bppbusiness.com)**

# Achieve your ambitions with our specialist Careers Service

For degree students and those taking courses at our London (City) location, BPP Business School offers much more beyond the high quality tuition and internationally recognised qualifications – our specialist Careers Service provides you with the support you need to achieve the career you want, whether you're already established or just starting out.

We offer extensive face-to-face and online specialist resources for your career in business. To help you get ahead of the competition, our support is available to you as soon as you accept your place – and because we know it can take time to secure the perfect role, our Careers Service's resources are available to you for up to a year after you leave BPP.

## One-to-one support

As individuals we all have different goals and aspirations. Our Careers Service offers you one-to-one specialist expertise as soon as you accept your place at BPP. It includes:

- > guidance from highly-trained careers consultants in the form of face-to-face appointments, 'drop-in' sessions, telephone discussions or email advice
- > assistance with applying for jobs and work placements in companies and agencies in the private, public and the not-for-profit sectors

- > advice on writing CVs, covering letters and completing application forms
- > advice on attending assessment centres
- > intensive coaching sessions for interviews and mock interviews by experienced professionals
- > specific advice on applying for internal positions and advancing your career
- > assistance with furthering your own personal development plans, both long term and short term
- > opportunities to engage in employer research
- > flexible opening hours to accommodate part-time students



## Careers resources

We also offer you access to specialist careers information and facilities, including:

- > regular email alerts, featuring careers information and key recruitment deadlines
- > access to the careers library resources, including extensive information on companies, career guides in hard copy and downloadable form and take-away vacancy magazines and employer directories
- > the opportunity to undertake career matching self-assessment programmes with our personality and career profiling software
- > online and real-time psychometric testing opportunities
- > online application form checking service
- > video advice from top employers on a range of career related topics
- > online video case study profiles

## Vacancies database

During your time at BPP you will have access to our vacancies database. This will allow you to search for vacancies in different sectors and industries including opportunities for:

- > full-time work
- > temporary contracts
- > final year positions
- > graduate training schemes
- > placements and internships

## Careers workshops

We run regular careers workshops throughout the year to help you develop the competencies needed to start or advance your career in business. The workshops are included in your programme fee and cover a range of topics such as:

- > effective career management
- > presenting a positive image
- > enhancing your communication style
- > effective business writing
- > negotiating skills

Additional sessions include:

- > psychometric testing practice
- > effective CVs, covering letters and application forms
- > successful interviews (including opportunities to undertake mock interviews)

- > assessment centres
- > enhancing commercial awareness
- > networking skills
- > personal and professional branding

## Support for international students

We recognise that if you are an international student living in the UK, you may appreciate some additional advice, information and support. Our support for international students covers a range of topics, including:

- > planning your career
- > marketing yourself effectively
- > identifying opportunities for employment in the UK and overseas
- > job seeking techniques in the UK
- > comparability of international qualifications
- > finding part-time work during your studies

This is supported by a specific section for International Students on our careers intranet.

## Links with the professions

We maintain close links with the business professions locally, nationally and internationally. This allows us to create opportunities for you to meet representatives from industry and enable you to learn from their experiences and build suitable relations. Forums we provide include:

- > talks by employers working in relevant industry sectors
- > careers workshops delivered by guest speakers
- > networking events throughout the year

Some services operate at all sites, with others being centre specific. For further information on our careers service, please visit:

**[www.bppbusiness.com/careers](http://www.bppbusiness.com/careers)**

# Degree programmes

BPP Business School is part of BPP University College of Professional Studies – internationally recognised as a leading professional education provider. We are proud of our reputation for helping professionals to prepare for success and excel in specialist areas of business – at all stages of their careers.

BPP Business School offers undergraduate and postgraduate degrees in the following:

- > Accountancy and Tax
- > Business and Management
- > City, Financial Services and Banking
- > Human Resources
- > Marketing

To find out more, please read the individual programme .s of this prospectus or visit our website: [www.bpp.com/degrees](http://www.bpp.com/degrees)

Because of our degree-awarding powers, we can now also create bespoke degree programmes. This means we work closely with leading businesses to create academically validated programmes that perfectly suit their needs.

## Flexible learning

Research shows that people want more flexibility and control in the way they study. BPP Business School's degree programmes are designed to offer you just that. Our programmes offer a choice of start dates, control over the speed at which you complete your programme and convenient scheduling to help you plan your study around work, family and personal commitments.

## Choose your own study pace

Our undergraduate and masters programmes are designed to put you in control of the pace at which you complete your degree. For example, you may choose to complete your undergraduate degree in as little as two years, in the traditional three years, or to spread your learning over a longer period. Your masters can be studied full-time in one year or spread over a longer period.

You have the flexibility to increase or decrease the number of modules you take each term, building your own programme of study around your work, family and personal commitments. If your circumstances change, the pace of your programme can change with you.

## Flexible timetables

Our flexible and efficient programme scheduling allows you to pick and choose when to attend each module's classes. With BPP you are not committed to one mode of delivery. For example, you may start the programme by attending in the evenings but complete your next module through weekend study. BPP's programmes include day, weekend, evening and online study options\*.

## Multiple start dates and re-entry points

Unlike many traditional degree programmes where your studies often have to be put on hold until September, we offer a choice of start dates for our degrees in January and September.

Additionally, this structure offers you the flexibility to take 'study breaks' from the programme and then re-enter at a future entry point.

\*All options are subject to demand and vary depending on your chosen programme.



### Three-tier award system

If you ultimately decide you do not need to undertake the demands of a full degree but would nevertheless like to attain a qualification, BPP's robust programme design ensures you can still achieve a qualification up to the level of learning you require.

After successfully completing either the first third or two thirds of the academic credits (equivalent to the first or first and second stages) on one of our undergraduate degree programmes, you are eligible to receive either a Certificate of Higher Education or Diploma of Higher Education. BPP's flexible programme structure also ensures you can re-enter our programme should you wish to upgrade from either of these qualifications. If you are following a masters, the same basic structure applies, allowing you to receive a Postgraduate Certificate or Postgraduate Diploma at the first or second stages of study in your chosen subject.

### Personalised support

At BPP, you will be part of a quality learning community with tutors who are focused on providing the personalised attention you need to support your learning. Through individual tutorials, phone and email you can contact your lecturers to receive guidance and feedback when and where you need it.

Specially designed online tests are also available to help students prepare for final assessments, by providing scores with essential detailed feedback on answers from tutors. You can also access a wealth of other online resources including past seminars and lectures, interactive tutorials, podcasts, films, wikis, blogs and feedback on answers from tutors.

### Returning to learning

Returning to study can be a daunting and difficult transition. Our students can take advantage of additional support programmes designed to develop the personal study skills of those who are returning to education or balancing learning with work demands and other commitments.

# Professional qualifications

At BPP we're renowned for the quality of our teaching and support, helping individuals to achieve their goals. But we are not just trusted by those who study with us – we're trusted by businesses too. In fact, most of the UK's top businesses within the FTSE 100 entrust the training of their employees to BPP. We are the market leader for ACCA and CIMA qualifications, and have had more prize winners over the past five years than any other national training provider – which means we're ideally positioned to help you stand out in your career.

In its 35 year history in education and training, BPP has grown to become one of Europe's largest providers of globally-recognised professional body qualifications, operating from 40 centres in the UK and worldwide. We offer more ways to study, including face-to-face classroom teaching, highly innovate virtual learning environments and distance learning packages. Pass rates for delegates who have studied for professional qualifications at BPP are consistently above the national average.

We offer a wide range of professional qualifications within the following subject areas:

- > Accounting & Finance
- > Actuarial
- > City, Banking & Financial Services
- > Human Resources
- > Insolvency
- > Marketing
- > Tax



## Formula for success

BPP has a winning three-step formula for success which we have applied to a number of our professional qualification study programmes to help our students achieve higher than the national average pass rates.



### Step 1: Taught phase

The taught phase provides you with the knowledge of key subject areas that you need to learn and understand in order to pass the exam. This phase has been designed to:

- > give you a thorough understanding of the key elements of the syllabus
- > focus on the key knowledge for the exam or assignment
- > assist you with areas which are assumed knowledge
- > offer you maximum support with full access to our experienced tutors



### Step 2: Revision phase

The revision or assignment preparation phase develops your exam or assignment skills and teaches you how to best apply these and your knowledge to exam standard questions. This phase has been designed to help you:

- > pick up easy marks from the examination or assignments
- > write in the correct style for the exam or assignment
- > identify the most suitable questions
- > simplify your explanation to answer even the most difficult technical questions
- > build a structure for writing your assessment or exam answers
- > build your time management skills so you don't panic and you stay in control



### Step 3: Practice phase

The exam practice or assignment checking phase allows you to perfect your exam technique, giving you the confidence you need to apply key skills in the exam and pass with flying colours. This phase has been designed to help you:

- > build self-confidence
- > test your understanding of key subject areas
- > perfect your exam skills
- > apply what you have learnt in the correct time allowed

## BPP study solutions

You can study how, where and when you want. Our range of study options are completely geared towards fitting your lifestyle and preferred learning methods. Whether you'd prefer a classroom, online package, a set of books or a combination of both, we can help you.

Classroom Programme	Distance Learning Programmes	
<p><b>Classroom</b></p> <p>Face to face tuition with the discipline and structure of a classroom course. You can choose from a multitude of study centres within the UK.</p> <p><b>Supported by MyStudy</b></p>	<p><b>Online Classroom – New!</b></p> <p>An online course that replicates the Classroom. Fully supported by a named tutor and with the added flexibility to study wherever and whenever you have Internet access.</p> <p><b>Supported by MyStudy</b></p>	<p><b>Basics Range</b></p> <p>Traditional distance learning packages with the choice of a paper-based or online approach.</p>

## Classroom Programme

We have over 30 years of experience in delivering our high quality classroom-based programmes and courses. These are now enhanced by MyStudy (see below) to bring you even more support outside the classroom. We have classrooms available at centres across the UK as well as internationally, see the next section for locations of all BPP centres.

- > Regular interaction with top-quality academic staff; the majority of whom have held senior positions in professional/business organisations
- > Well-established links to contemporary industry and access to latest trends and thinking

- > Small class sizes
- > Convenient range of centres
- > Face-to-face support
- > Opportunity for advance preparation via virtual and/or traditional learning tools
- > Opportunity to socialise with other students

## MyStudy – New for 2010

My study is a brand new online learning portal designed to enhance your Classroom experience. It contains a comprehensive collection of online lectures for every course session including interactive versions of key study materials and additional testing facilities. Plus it's complimentary with every Classroom course!

Focus on what you need to learn

Replay and review key topics

Practice and revision kit question debriefs

Online study material

For more details please visit [www.bpp.com](http://www.bpp.com)

## Online Classroom – new for 2010

### Constant interaction – connect online with your tutor & other students

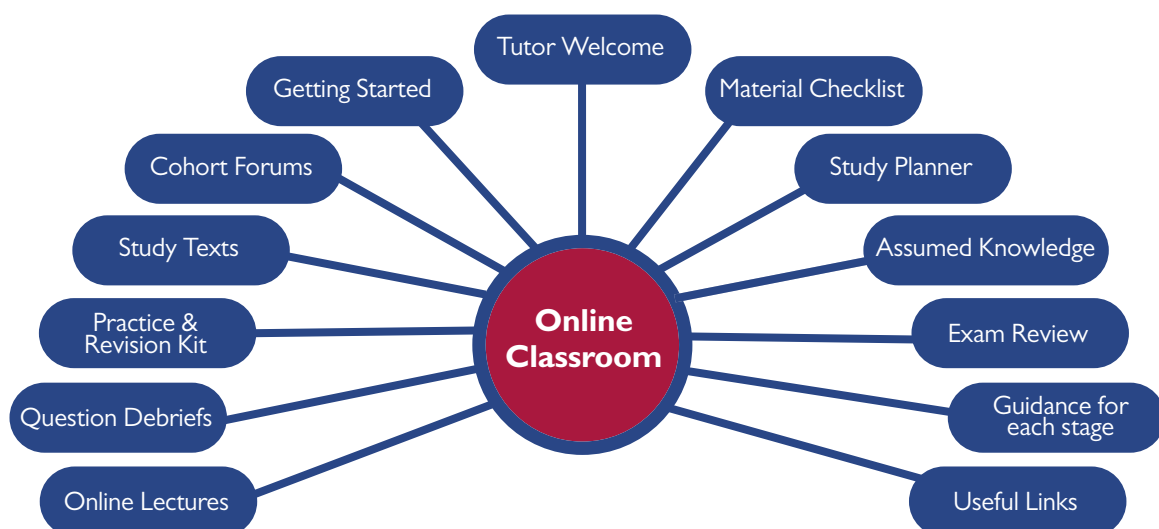
You're assigned your own named tutor who you can access throughout your course and they will motivate you through regular updates and benchmarking information. You're also part of a group of classmates (your cohort) where you can exchange tips, ideas and get advice via online forums.

### Focused study materials

As part of our extensive study materials, BPP's popular course notes (1/3 of the size of some course text books!) are also included as part of your course.

### Study whenever you want

You receive all your learning phase materials when you purchase the course giving you the flexibility to choose when you want to study.



Signing up for an Online Classroom course is easy; just follow the steps through our onlinebooking tool. For further information, including demos and student feedback videos please visit [www.classofthefuture.co.uk](http://www.classofthefuture.co.uk)

For the latest details on availability of MyStudy and Online Classroom for your chosen course, call us on **0845 077 5566**

## Distance Learning – Basics Range

Our range of three Basics packages are designed for self study students looking for a simple study solution with technical support. They are cost effective and ideal if you are looking for a basic support package to prepare at your own pace. You should be extremely motivated and confident that you won't require too much additional support in getting through the exam.

**Basics** - an entirely paper-based approach, comprising high quality study materials with access to our authors.

**Basics Online** - an entirely online approach, comprising high quality study materials with access to our authors. You will need broadband internet access as a minimum.

**Basics Plus** - provides a combination of high quality online and offline study materials with access to our authors.

In addition to the Basics Range bundles, you can create your own study pack out of the following, available to purchase from [www.bpp.com/learningmedia](http://www.bpp.com/learningmedia):

- > study programme – the essential guide notes for your chosen course
- > study texts – key texts for your course, also available as e-books

## Pass assurance scheme

We want you to succeed – in fact, we're so confident that our winning formula will help you achieve success that on selected courses we are prepared to guarantee it with our pass assurance scheme.

If for any reason you aren't successful in passing one of your examinations, we will provide you with either a free course or revision phase, completely free of charge\*.

The Pass Assurance Scheme is currently available for the following courses:

- > CIM Certificates, Diplomas & Postgraduate Diploma (Chartered Institute of Marketing)
- > CIPD Certificates (Chartered Institute of Personnel and Development)
- > CISI Certificates (Chartered Institute of Securities and Investment)
- > ACCA (Association of Certified Chartered Accountants)
- > CIMA (Chartered Institute of Management Accountants)
- > ATT (Association of Taxation Technicians)
- > CTA (Chartered Tax Adviser)

- > 'Passcards' – condensed revision notes
- > i-Pass modules – CD ROMs containing questions on all areas of the syllabus, allowing you to focus on a particular area of the syllabus or mix questions from each area to simulate an exam
- > i-Learn modules – CD ROMs with syllabus content and short questions and answers included, designed to test understanding
- > Success CD – audio content covering each part of the syllabus, enabling you to revise key concepts with straightforward explanations of each area
- > Revision Skills Bank – online resources to help you prepare for assessment
- > Practice & Revision Kits – online resources to help you prepare for assessments
- > Preparatory Course Exams – online resources to help you prepare for assessment
- > student discussion forums
- > telephone and email support

For full details of our Basics distance learning packages including study materials and costs please visit [www.bpp.com](http://www.bpp.com)

## Pass rates

With BPP, students and delegates consistently achieve pass rates better than the national average across all courses for professional qualifications.

Based on the ACCA pass rates for the June 2010 sitting, BPP taught and revision students were at least 40% more likely to pass their exams (comparing our pass rates to the ACCA global pass rates) and for the May 2010 sitting CIMA BPP taught and revision students were 24% more likely to be successful than other CIMA UK students.

We continually enhance our courses through exam focused improvements to ensure our students have the best chance of being successful.

\*Conditions apply and are course specific. Please visit [www.bpp.com/passassurance](http://www.bpp.com/passassurance) for more details.

# Continuous Professional Development (CPD)

## Our Courses

BPP provides an unrivalled breadth and depth of mandatory Continuous Professional Development (CPD) and supplementary skills training to qualified professionals in accountancy and tax, finance, law, leadership and personal development and insolvency. Each year we run over 800 public courses, on more than 3,500 separate occasions across the UK. These courses are all delivered by highly skilled and experienced practitioners, and are complimented by an increasing range of online webinars in specific topic areas.

## Tailored Training Solutions

We can tailor any of our public courses to meet your specific needs across all management levels, as well as providing completely bespoke training solutions delivered at a venue of your choice, designed to focus on the precise needs and challenges currently faced by your organisation.

## Quality and Value

To achieve the most cost effective CPD training from BPP, you can also join our Membership scheme, which provides competitive discounts on our public course prices. Members can join individually or through their employer, and will receive discounts on all CPD courses (including online courses) for a period of 12 months, renewable annually.

## Our centres

We believe it is important that you learn in an appropriate environment, alongside fellow professionals – that's why our Professional Development courses are taught UK-wide in high-quality training centres.

## BPP Business School CPD Programmes:

The full range of courses offered by BPP Business School (featured in this brochure) covers the following areas:

- > Accountancy and Tax Training
- > Financial Services and Banking Training
- > Leadership and Personal Development
- > Insolvency exam and CPD Training

## Our approach

All of our tutors bring a high level of practical industry expertise to our training from their own time in business. It is this experience that informs our approach. We believe it is crucial for delegates to learn in an environment with fellow professionals, and through an interactive and engaging approach using relevant examples to bring learning to life, ensuring delegates take immediate benefits back to the workplace.

To see full details of all our CPD programmes or to book a CPD course:

Tel: **0845 226 2422**

Email: **enquiries@bpp.com**

Website: **www.bpp.com/pd**

# In-house / tailor-made corporate programmes

BPP helps organisations achieve success by ensuring that they can recruit, develop and retain the best possible trainees and employees. BPP now provides training on an in-house basis to 90% of the FTSE 100 and FTSE 350 companies – but is not limited to our standard programmes. We also offer individually tailored versions of existing programmes or completely bespoke solutions – and, because of BPP's degree-awarding powers, they come with full academic accreditation.

BPP College was granted degree-awarding powers in September 2007, in recognition of our quality and excellence. This means that in addition to the standard, academically certified programmes outlined in this prospectus, we are also able to customise existing programmes or develop bespoke programmes to precisely suit your needs – all underpinned by the academic rigour you expect from us. We can even validate existing in-house training programmes or design new programmes with a specific sector focus.

We can tailor study modes, too, working with you to create flexible full-time or part-time programmes to be delivered at our own superbly equipped centres, in the workplace or anywhere in the world via e-learning. BPP's e-learning option has been developed as an effective alternative to classroom training – particularly useful where you have a large, geographically dispersed function. With BPP you really do have the flexibility to study wherever you want, whenever you want – and you are always guaranteed the same quality of delivery.

Naturally, all BPP's tutors are experts in their field – many of them practitioners with industry experience. Programme content is also academically rigorous and continually reviewed through our close associations with leading companies, organisations and professional bodies, and regularly updated to take into account

new methodology, regulatory changes and business theories. Recently developed programmes have included a bespoke MBA programme for a large international law firm, a top talent programme for a world famous global technology company, a bespoke graduate training scheme for a national public sector body and a series of interactive Business Simulations for the graduate intake of a major international accounting and consulting firm.

We cover a wide range of professions from banking to finance and from leadership to sales. Whatever your area of business, whether you are looking to sponsor trainees on existing programmes, tailor a programme to your needs or provide rigorous training in-house, BPP prepares trainees for the real world – your world.

**To find out more about our corporate offering, request a dedicated brochure from admissions by calling 0845 077 5566 – or ask to speak directly to one of our business development team to discuss your organisation's individual training needs.**

# Locations

At BPP we have an entire network of UK and European study centres, giving you more choice of where you study. Our centres are modern, well-equipped and designed with your learning needs in mind – whether you're an undergraduate or a senior executive. All are specifically chosen to be centrally located, ensuring easy access and close proximity to the professionals and businesses we serve, and our 'multi-centred, one BPP' ethos means your experience will be of an equally high standard, regardless of the location, programme or form of study.

## Perfectly located

We have over 20 study centres across the UK and are located in 13 European countries, offering one of the widest choices of any professional education provider in Europe.

All centres have been located centrally for ease of access to public transport and amenities – which also ensures you are closer to the expertise and opportunities of the real businesses world.

As acknowledged experts in business training and education, we have taken care in creating our own modern, business-like environments conducive to professional study, and we continue to invest heavily in the quality of our study centres. This includes our superb Business School in the heart of the City of London (next to the iconic 'Gherkin'), providing the opportunity for you to study at the heart of UK business, amongst some of the world's leading professionals.

## Cutting-edge facilities

At BPP study centres we use the latest technology to bring course content to life. By adding interactive and visual dimensions to our programme activities, we provide a deeper level of engagement.

On-site facilities at our centres include Wi-Fi throughout, internet cafés, comfortable breakout study areas, and plasma TVs displaying the latest UK and International news, class information and announcements.

At some centres there is also specialist technology available for specific courses, such as Bloomberg trading terminals for our MSc Finance students at our City of London centre.

## We move with you

Wherever you choose to study, BPP's wide network of centres across the UK and Europe can mean that even if you move, your studies can move with you. Where courses permit, if you re-locate within in the UK or Europe you can simply continue your course at another of BPP's study centres, and still receive exactly the same, high-quality learning experience.

Some programmes also have built-in options giving you the opportunity to study at one of our international study centres for a period of time, allowing you to meet more of your peers, make international contacts and get a taste of another culture. For example, our undergraduates can study at one of our international study centres for between two weeks and one month during summer, incorporating relevant local visits and enjoying a lively social programme – all fitting around the needs of students either studying full-time or part-time.

## Accommodation

For those attending lengthy undergraduate or postgraduate degree courses which may require relocating to live in another part of the country, or another country altogether, BPP's accommodation service offers you:

- dedicated events and information resources designed to assist you in finding permanent accommodation
- information on local hotels offering preferential rates for those studying with BPP for temporary accommodation
- access to BPP's Facebook housemate finder group

For more information, please visit:

**[www.bpp.com/accommodation](http://www.bpp.com/accommodation)**



## UK study centres



## International study centres

**Bulgaria**  
**China**  
**Czech Republic**  
**Guernsey**  
**Hungary**  
**Ireland**  
**Jersey**  
**Malta**  
**The Netherlands**  
**Poland**  
**Romania**  
**Slovakia**  
**Slovenia**

### London study centres

**London Fitzwilliam House (City)**  
**London Holborn**  
**London King's Cross**  
**London Liverpool Street**  
**London Shepherd's Bush**  
**London Waterloo**

## More information

For specific details on each centre, including courses available, maps and directions, contact details, opening hours, facilities available, centre photos and future events, please visit:

UK study centres: [www.bpp.com/UKstudycentres](http://www.bpp.com/UKstudycentres)

International study centres:  
[www.bpp.com/internationalstudycentres](http://www.bpp.com/internationalstudycentres)

## Special assistance & disabilities

We recognise that some delegates require special assistance, and BPP will take all reasonable steps to make appropriate arrangements to accommodate those needs. BPP aims to provide all customers who are attending our courses with the best quality of service, in a fair, transparent and consistent way, whoever you are.

For more details, please visit: [www.bpp.com](http://www.bpp.com) or contact Customer Services on **+44(0) 845 226 2422** or email us at [service@bpp.com](mailto:service@bpp.com)

# UK study centres

## United Business Centres (UBC)

Concorde House  
Trinity Park  
Solihull  
Birmingham  
B37 7UQ

## BPP Birmingham

32-34 Colmore Circus  
Queensway  
Birmingham  
B4 6BN  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/birmingham](http://www.bpp.com/birmingham)

## BPP Bristol

BPP House  
Grove Avenue  
Queen Square  
Bristol  
BS1 4QY  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/bristol](http://www.bpp.com/bristol)

## BPP Cambridge

3rd Floor  
Lion House  
Lion Yard  
Cambridge  
CB2 3NA  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/cambridge](http://www.bpp.com/cambridge)

## BPP Cardiff

Third Floor  
Eastgate House  
Newport Road  
Cardiff  
CF24 0SB  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/cardiff](http://www.bpp.com/cardiff)

## BPP Croydon

Ground Floor  
Carolyn House  
26 Dingwall Road  
Croydon  
CR0 9XF  
Phone: 0845 075 1100  
Fax: 020 8740 2294  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/croydon](http://www.bpp.com/croydon)

## BPP Glasgow

3rd Floor  
7-12 West Nile Street  
Glasgow  
G1 2PR  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/glasgow](http://www.bpp.com/glasgow)

## BPP Leeds

36 Park Row  
Leeds  
LS1 5JL  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/leeds](http://www.bpp.com/leeds)

## BPP Liverpool

1st Floor - Merchants Court  
2-12 Lord Street  
Liverpool  
L2 ITS  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/liverpool](http://www.bpp.com/liverpool)

## BPP London (St Mary Axe)

Fitzwilliam House  
2 St Mary Axe  
London  
EC3A 8BF  
Phone: 0207 633 4300  
Fax: +44 (0)20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

## BPP London (Holborn)

1 Procter Street,  
Holborn,  
London  
WC1V 6DW  
Phone: 0845 075 1100  
Fax: + 44 (0) 20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

## BPP London (Pentonville Road)

Marcello House,  
236-240 Pentonville Road,  
London  
NI 9JY  
Phone: 0845 075 1100  
Fax: +44 (0)20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

## BPP London (Wall Building)

4th Floor,  
3 London Wall Buildings,  
London  
EC2M 5PD  
Phone: 0845 075 1100  
Fax: +44 (0)20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

## BPP London (Aldine Place)

BPP House, Aldine Place,  
142-144 Uxbridge Road,  
London  
W12 8AW  
Phone: 0845 075 1100  
Fax: +44 (0)20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

## BPP London (Stamford Street)

137 Stamford Street,  
London SE1 9NN  
Phone: 0845 075 1100  
Fax: +44 (0)20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

## BPP Maidstone

1st Floor  
Miller House  
Lower Stone Street  
Maidstone  
ME15 6GB  
Phone: 0845 226 2422  
Fax: +44 (0)1622 687 579  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/maidstone](http://www.bpp.com/maidstone)

## BPP Manchester

Boulton House  
Chorlton Street  
Manchester M1 3HY  
Phone: +44 (0)845 226 2422  
Fax: +44 (0)161 237 9650  
[www.bpp.com/manchester](http://www.bpp.com/manchester)

## BPP Manchester (CPD programmes)

BPP Professional Development Centre  
St James's Building  
79 Oxford Street  
Manchester  
M1 6FQ  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/manchester](http://www.bpp.com/manchester)

## BPP Milton Keynes

Ground Floor, East Wing  
401 Grafton Gate  
Milton Keynes  
MK9 1AQ  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/miltonkeynes](http://www.bpp.com/miltonkeynes)

## United Business Centres (UBC)

Midsummer Court  
314 Midsummer Boulevard  
Central Milton Keynes  
MK9 2UB

## BPP Newcastle

Gunner House  
Neville Street  
Newcastle  
NE1 5DF  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/newcastle](http://www.bpp.com/newcastle)

## BPP Nottingham

1st Floor Pearl Assurance House  
Friar Lane  
Nottingham  
NG1 6BT  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/nottingham](http://www.bpp.com/nottingham)

## BPP Reading

1st Floor  
Aquis House  
49-51 Blagrove Street  
Reading  
RG1 1PL  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/reading](http://www.bpp.com/reading)

## BPP Southampton

Upper and Ground Floor  
Granville House  
Nelson Gate  
Blechynden Terrace  
Southampton  
SO15 1GX  
Phone: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
[www.bpp.com/southampton](http://www.bpp.com/southampton)

# MBA

## Course details

<b>Length of programme:</b>	1-5 years	<b>Study Centres:</b>	London (City)
<b>Modes of study:</b>	Classroom (full-time & part-time)	<b>Start dates:</b>	January & September
<b>Assessment:</b>	Examinations, coursework and a Business Research Project	<b>Fees:</b>	£16,500

Distinctive in both its design and delivery, the BPP Business School MBA is holistic, reflective of the latest business and management practices and offers you flexibility in the way you choose to study. The programme will develop your ability to apply knowledge in practice and enable you to reach the next step in your career, ensuring you receive maximum return on your investment.

Having worked with 90% of FTSE 100 companies, we have an excellent understanding of the knowledge and skills needed to meet the requirements of business today. And, whilst we can't predict the future, our place at the forefront of business education also helps us to prepare you for the working world of tomorrow and the challenges that it's likely to bring. We know MBA means more than just three letters after your name - it's a redefinition of your limits and the actualisation of your potential and ambitions.

## Preparing you for success

The programme features:

- > a holistic approach, fusing core business disciplines to give a more comprehensive understanding of how they interrelate, which is vital in helping to develop a strategic and joined-up thinking of benefit to the whole businesses, not just one function
- > a strong focus on management skills development inherent within the programme, which builds on your existing skills to a level which will set you apart from your peers
- > a wide choice of electives, which can be mixed and matched giving you the option to either specialise in a particular area or gain a breadth of knowledge across multiple disciplines
- > practice-focused content, including case studies based on real-world business scenarios and assignments designed to be applied to your current or past work experience
- > teaching provided with a focus on practical application, ensuring you enjoy the benefit of experienced insight from those who have worked in the industry, along with robust academic teaching

- > support given through superb e-learning facilities, including our online Virtual Learning Environment (VLE) which enables live online classrooms and international study groups, all of which is complemented by regular tutor feedback

## Admission requirements

To be eligible for entry onto the programme you must have:

- > **relevant work experience (min. 2 years);**
- and**
- > 2:1<sup>†</sup> honours degree or above (or equivalent) from a UK or recognised overseas university; **or**
- > equivalent professional qualification **or**
- > passed a graduate entry examination<sup>†</sup>

If you're an international student, and English is not your first language, you will also need an IELTS level 6.5 score (or equivalent).

You may also be asked to submit a GMAT score of 600 or above, or a GRE score of 500 for Verbal and 500 for Quantitative.

Following a review of your application, you may be required to attend a face-to-face interview or take part in a telephone interview.

<sup>†</sup>Please refer to our website for more details

## Programme content

Before the full MBA programme commences, you will be required to undertake a series of short pre-programme modules online in preparation for undertaking the core modules. The pre-programme modules will equip you with a 'toolkit' of skills and knowledge for you to draw upon as you progress through the programme.

The full MBA programme is made up of 180 academic credits which are divided into 20, 15 or 40 credit modules. On commencing the full programme, after an induction, you will undertake four core subject modules. Each core module combines multiple business disciplines. This encourages you to understand the link between different business activities and functions, which is often overlooked on other MBA programmes.

During the final stage of the MBA you will be able to undertake four modules from a wide range of electives. You can mix and match in order to either specialise in one area or gain a broader knowledge across different business disciplines.

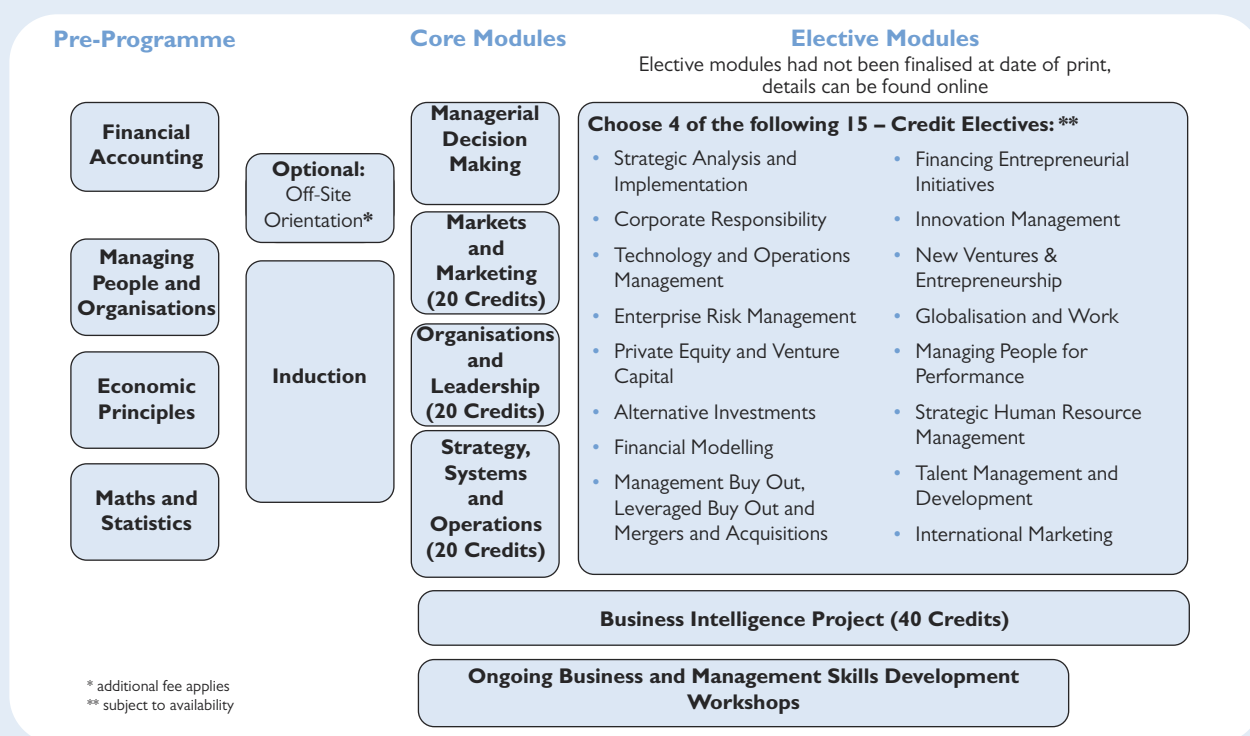
Alongside the core, elective and the business and management skills modules, you will also undertake a Business Intelligence Project. You can treat this as a consultancy project, a written-up work placement document, a business research exercise or a case study.

## Business and Management Skills Development Workshops

These workshops have been developed to ensure you gain valuable transferable skills that can be applied along with the theoretical knowledge gained throughout the programme. These are designed to bring your communication, negotiation, presentation, research and management skills up to the level required by those in positions of leadership or strategic decision making.

For more information on the programme content and module descriptions, please visit:

[www.bppbusiness.com](http://www.bppbusiness.com)



## Assessment

The programme is assessed on a module-by-module basis using a combination of coursework, examinations and supervised independent projects. Assessments will mirror genuine business activities, relating what you learn in the real-world using current and relevant examples. Simply acquiring the knowledge will not be enough - you will need to demonstrate your understanding of it and ability to implement it.

**We will give you continual feedback on your work throughout the programme, to help you achieve success and maximise your potential.**

## How to apply

Online at: [www.bppbusiness.com/appdownload](http://www.bppbusiness.com/appdownload)  
Alternatively, please contact admissions using the details below for a hard copy application form.

There are limited places available, so early application is advised.

## Find out more

To find out more, please visit: [www.bpp.com/management](http://www.bpp.com/management)  
Alternatively, contact Admissions on **+44(0)845 077 55 66** or email [admissions@bpp.com](mailto:admissions@bpp.com).

# BPP Alumni

Completing your programme at BPP Business School is just the first step – we are committed to supporting you to further your professional and personal development throughout your career. Upon graduation you automatically become a member of the growing network of alumni. This is the beginning of a new and exciting, lifelong relationship with BPP!

## **BPP Alumni – We can help you sparkle**

As BPP alumni a growing range of attractive benefits and discounts are available to you free of charge:

- > Social events and reunions
- > Networking opportunities
- > Discounts on further studies with BPP
- > Careers advice
- > Workshops
- > E-bulletin newsletters

For more information on BPP Alumni, how to get involved and how to stay in touch with each other and BPP University College, please visit

**[www.bppbusiness.com/alumni](http://www.bppbusiness.com/alumni)** or contact us at **[bppalumni@bpp.com](mailto:bppalumni@bpp.com)**

# Visit us

## Discover BPP for yourself by visiting our centres.

We run regular open days for all our programmes at our centres across the UK, providing an opportunity to meet our staff and ask any questions you may have in an informal environment. These sessions provide a fun and interactive way for you to:

- > view the quality of BPP's facilities and resources
- > find out more about the programme you are interested in
- > meet some of our tutors
- > find out how to apply

All event dates can be found on our website. If these dates are not suitable, just contact the centre you are interested to visit and we will arrange a personal tour at a time convenient for you.

BPP participates in numerous business education fairs and university careers events, in the UK, and overseas, throughout the year.

Please visit: [www.bpp.com](http://www.bpp.com) for more information.

# Follow BPP online

Keep up to date with the latest announcements from BPP including news of any new programmes, key dates in the calendar including details of free events you can attend, competitions and the latest funding and scholarship availability.



Find us on:  
**facebook**

[facebook/bppbusinessschool](https://www.facebook.com/bppbusinessschool)

**twitter**

[twitter/bppbuschool](https://twitter.com/bppbuschool)

# Contact information

If you have any queries about undergraduate/postgraduate degree programmes or courses for professional qualifications in Marketing or HR, would like to book a place at one of our events or arrange a personal tour, please contact admissions:

## Admissions

BPP University College of Professional Studies  
Aldine House  
Aldine Place  
142-144 Uxbridge Road  
London  
W12 8AW

Tel: 0845 077 5566  
Fax: 020 7404 1389  
Email: [admissions@bpp.com](mailto:admissions@bpp.com)  
Web: [www.bppbusiness.com](http://www.bppbusiness.com)

For enquiries about any other of BPP's courses or to book a course, please select the relevant details:

## Accountancy & Tax

### In London, including Croydon:

Aldine House  
Aldine Place  
142-144 Uxbridge Road  
London  
W12 8AW

Tel: 0845 075 1100  
Fax: +44 (0)20 8740 2294  
Email: [customerservices@bpp.com](mailto:customerservices@bpp.com)

### Outside London:

5th Floor  
Boulton House  
Chorlton Street  
Manchester  
M1 3HY

Tel: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [service@bpp.com](mailto:service@bpp.com)  
Actuarial courses:  
31 Bath Street  
Abingdon  
Oxfordshire  
OX14 3FF

Tel: +44-(0)1235 550005  
Fax: +44-(0)1235 550085  
Email: [ActEd@bpp.com](mailto:ActEd@bpp.com)

## Financial Services exam based courses (CFA, IMC, CISI etc):

Aldine House  
142-144 Uxbridge Road  
Shepherd's Bush  
London  
W12 8AA

Tel: +44(0)20 8746 4178  
Fax: +44 (0)20 8746 4160  
Email: [financialservices@bpp.com](mailto:financialservices@bpp.com)

## ICAS courses:

Tel: +44(0)20 7786 6813  
Fax: +44(0)20 7786 5939  
Email: [icascourses@bpp.com](mailto:icascourses@bpp.com)

## Professional Development & CPD courses:

5th Floor  
Boulton House  
Chorlton Street  
Manchester  
M1 3HY

Tel: 0845 226 2422  
Fax: +44 (0)161 237 9650  
Email: [enquiries@bpp.com](mailto:enquiries@bpp.com)

## Tax courses in London & regions:

Aldine House  
Aldine Place  
142-144 Uxbridge Road  
London  
W12 8AW

Tel: 0845 075 1100  
Fax: +44(0)20 8746 4160  
Email: [tax@bpp.com](mailto:tax@bpp.com)

## Books & Published Study materials for ALL courses:

Aldine House  
Aldine Place  
142-144 Uxbridge Road  
London  
W12 8AW

Tel: 0845 075 1100  
Fax: +44 (0)20 8740 1184  
Email: [learningmedia@bpp.com](mailto:learningmedia@bpp.com)

# Fees, funding and scholarships

To help you with financing your studies, BPP provides a range of flexible payment options and funding opportunities for many of its programmes including scholarships and bursaries.

## Fees

For information on fees, please refer to the individual programme pages in this prospectus or visit our websites:

> degrees, HR and Marketing programmes:  
[www.bppbusiness.com](http://www.bppbusiness.com)

> courses for professional qualifications and continuing professional development (CPD): [www.bpp.com](http://www.bpp.com)

## Special offers

Special offers are provided on a selection of our programmes throughout the year. Please check the fees sections of our websites for more details.

## BPP's scholarship scheme

To support widening participation within the education sector, we offer a generous number of scholarships for our degree programmes.

Qualification for the scheme is based on a number of criteria, including academic ability and financial need.

Please visit our website at [www.bppbusiness.com](http://www.bppbusiness.com) for further details on the scholarships available.

## Earning while learning

Keeping the momentum of your career going is a primary concern to us. If you are concerned about funding your qualification, don't forget that all BPP's programmes are available in part-time study modes offering you the flexibility to balance your studies with work, family and personal commitments.

## Payment plans

To help spread the cost of paying for a degree programme we offer payment plans, including monthly instalments. For details, please visit:

[www.bppbusiness.com](http://www.bppbusiness.com)

## Student finance

If you are intending to study one of BPP Business School's undergraduate programmes then you may be eligible for student finance. For more information on student finance and how to apply, please visit:

[www.direct.gov.uk/studentfinance](http://www.direct.gov.uk/studentfinance)

## Apprenticeships

BPP Business School supports the UK government's drive towards apprenticeships by providing free places on our AAT course for those eligible and successful in meeting the required criteria.

Apprenticeships are training programmes that combine a National Vocational Qualification (NVQ) with tasks that are carried out in the workplace. These tasks make up the majority of the qualification and are evidenced in an accounting portfolio. Depending on your age and the region you live in you may be eligible to study for free.

For more information, please visit [www.bpp.com](http://www.bpp.com)

## Other funding options

BPP is all about choice, which is why we have a number of other funding options available.

Please visit [www.bppbusiness.com](http://www.bppbusiness.com) for further details.



# How to apply

To apply or book your chosen programme or course, please select the appropriate contact details.

## For Degrees\*, HR and Marketing programmes

Online: [www.bppbusiness.com/appdownload](http://www.bppbusiness.com/appdownload)

Once you have downloaded and filled in the writable PDF application form, you can save it and then upload it back through the website for submission at the following address:

[www.bppbusiness.com/appupload](http://www.bppbusiness.com/appupload)

When your application form has been received, you will be notified by email and contacted by a member of our admission team.

**Phone: +44 (0) 20 7430 2304**

Alternatively, if you have any queries or would like to request a hard-copy application form, please contact admissions on 0845 077 5566 or email:

[admissions@bpp.com](mailto:admissions@bpp.com)

\*If you wish to apply to study a full-time undergraduate degree over 2 or 3 years, please apply through UCAS ([www.ucas.ac.uk](http://www.ucas.ac.uk)). Please note, BPP Business School is listed as 'BPP University College'.

## For AAT

Online: [www.bpp.com/aat](http://www.bpp.com/aat)

By telephone: **+44 (0)845 226 2422** (for courses outside London) or **+44 (0)845 075 1100** (for London or Distance Learning courses).

You can request a brochure at the number above, or download it from [www.bpp.com/aat/downloads](http://www.bpp.com/aat/downloads), and submit it by e-mail, post or by fax on **+44 (0)208 740 2294** (for London or Distance Learning courses) or **+44 (0)161 237 9650** (for courses outside London).

Once your application has been received, you will be notified by email and contacted by a member of our course booking team.

## For ACA

Online: [www.bpp.com/aca](http://www.bpp.com/aca)

By telephone: **+44 (0)845 075 1100**

By e-mail: [icaewcourses@bpp.com](mailto:icaewcourses@bpp.com)

You can request a brochure at the number above, or download it from [www.bpp.com/aca/downloads](http://www.bpp.com/aca/downloads), and submit it by e-mail, post to the address on the application form or by fax on **+44(0)208 746 4160**.

Once your application has been received, you will be notified by email and contacted by a member of our course booking team.

## For ACCA

Online: [www.bpp.com/mybpp](http://www.bpp.com/mybpp) for a full range of online booking options.

By telephone: **+44 (0)845 226 2422** (for courses outside London) or **+44 (0)845 075 1100** (for London or Distance Learning courses).

By e-mail: [accacourses@bpp.com](mailto:accacourses@bpp.com) (for London or Distance Learning courses) and [service@bpp.com](mailto:service@bpp.com) (for courses outside London).

You can request a brochure at the number above, or download it from [www.bpp.com/acca/brochures](http://www.bpp.com/acca/brochures), and submit it by e-mail, post or by fax on **+44 (0)208 740 2294** (for London or Distance Learning courses) or **+44 (0)161 237 9650** (for courses outside London). The address for London and Distance learning applications is at the back of the application form. For courses outside London, please send hard copy applications to:

BPP Professional Education  
ACCA Bookings  
5th Floor  
Boulton House  
Chorlton Street  
Manchester  
M1 3HY

Once your application has been received, you will be notified by email and contacted by a member of our course booking team.

## For ATT

Online: [www.bpp.com/att](http://www.bpp.com/att)

By telephone: **+44 (0)845 075 1100**

By e-mail: [tax@bpp.com](mailto:tax@bpp.com)

You can request a brochure at the number above, or download it from [www.bpp.com/att/downloads](http://www.bpp.com/att/downloads), and submit it by e-mail, post or by fax on **+44 (0)208 746 4160**.

Once your application has been received, you will be notified by email and contacted by a member of our course booking team.

## For CIMA

Online: [www.bpp.com/mybpp](http://www.bpp.com/mybpp) for a full range of online booking options.

By telephone: **+44 (0)845 226 2422** (for courses outside London) or **+44 (0)845 075 1100** (for London or Distance Learning courses).

By e-mail: [cimacourses@bpp.com](mailto:cimacourses@bpp.com) (for London or Distance Learning courses) and [service@bpp.com](mailto:service@bpp.com) (for courses outside London).

You can request a brochure at the number above, or download it from [www.bpp.com/cima/brochures](http://www.bpp.com/cima/brochures), and submit it by e-mail, post or by fax on **+44 (0)208 740 2294** (for London or Distance Learning courses) or **+44 (0)161 237 9650** (for courses outside London). The address for London and Distance learning applications is at the back of the application form. For courses outside London, please send hard copy applications to:

BPP Professional Education  
CIMA Bookings  
5th Floor  
Boulton House  
Chorlton Street  
Manchester  
M1 3HY

Once your application has been received, you will be notified by email and contacted by a member of our course booking team.

## For CTA

Online: [www.bpp.com/cta](http://www.bpp.com/cta)

By telephone: **+44 (0)845 075 1100**

By e-mail: [tax@bpp.com](mailto:tax@bpp.com)

You can request a brochure at the number above, or download it from [www.bpp.com/cta/downloads](http://www.bpp.com/cta/downloads), and submit it by e-mail, post or by fax on **+44 (0)208 746 4160**.

Once your application has been received, you will be notified by email and contacted by a member of our course booking team.

## For Financial Services Courses

Online: [www.bpp.com/financialservices](http://www.bpp.com/financialservices)

You will need to select your desired specialism, then select and book a date and location.

By telephone: **+44 (0)208 746 4178**

By e-mail: [financialservices@bpp.com](mailto:financialservices@bpp.com)

Once your application request has been received, you will be notified by email and contacted by a member of our course booking team.

## For Professional Development Courses

Online: [www.bpp.com/pd](http://www.bpp.com/pd)

You will need to select your area of interest, followed by desired specialism. You can then select and book, a date and location.

By telephone: **+44 (0)845 226 2422**

By e-mail: [enquiries@bpp.com](mailto:enquiries@bpp.com)

Once your registration request has been received, you will be notified by email and contacted by a member of our admission team.



2011 prices and course outlines are correct as at  
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