



UNIVERSITY OF  
SURREY

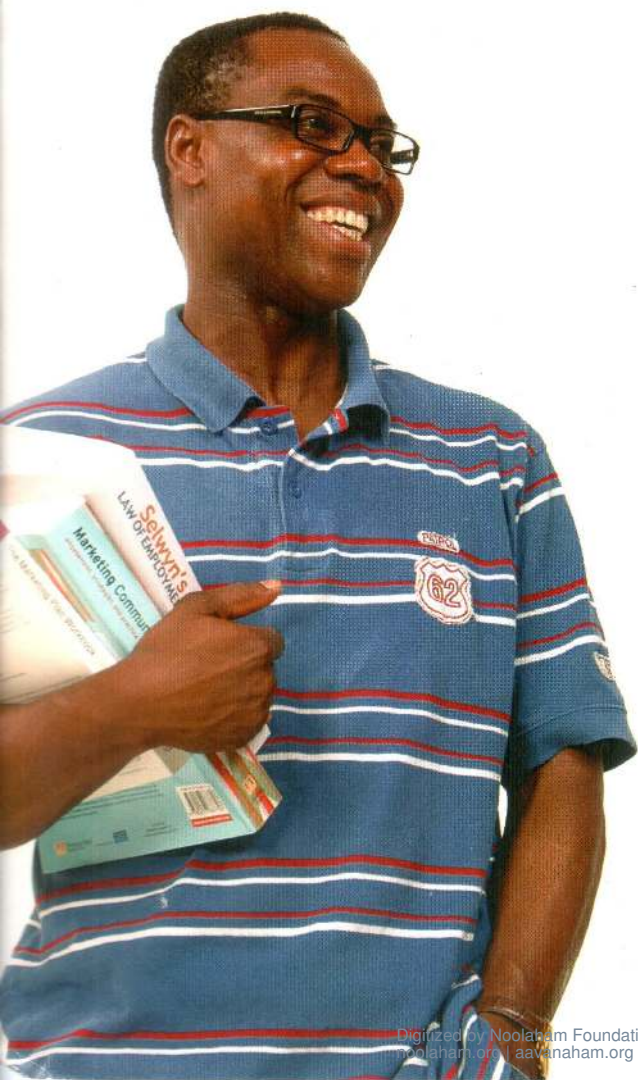
# Kantharuby Kandasamy

## Personalised Undergraduate Information

### Your Guide 2009



# Welcome



Come to a place of free thinking, academic excellence and inspiration.

Join a highly regarded international and vibrant university. Advance your career with leading-edge skills. Benefit from our strong industry links and outstanding employment opportunities.

Welcome to the University of Surrey.



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## Discover More Online

### Postgraduate information

[www.surrey.ac.uk/postgraduate](http://www.surrey.ac.uk/postgraduate)

### Take a good look around

[www.surrey.ac.uk/virtualtour](http://www.surrey.ac.uk/virtualtour)

## Contact Us

Get in touch and we will help you with any enquiries you may have.

T: 0800 980 3200 / +44 (0)1483 681681

F: +44 (0)1483 683948

E: [pg-enquiries@surrey.ac.uk](mailto:pg-enquiries@surrey.ac.uk)





## Welcome to Your Guide to the University of Surrey

Dear Kantharuby

You hold in your hands a compact, easy-to-use prospectus produced just for you. It contains details of the subject areas and student experience you requested information about, along with a broad overview of life at the University.

The personalised approach we have taken with *Your Guide* reflects our commitment to every student who chooses to study at the University of Surrey. You will be treated as an individual throughout your time with us, so that you are able to make the most of your postgraduate studies.

We know that you will be considering studying at other universities, but hope that the great mix of academic and lifestyle opportunities we offer will make us your first choice. So read about what we have got to offer and visit our website to find out more about us.

[www.surrey.ac.uk/postgraduate](http://www.surrey.ac.uk/postgraduate)

If you would like us to send you the information in a different format, please contact us and we will be happy to supply suitable materials.

Thank you for enquiring about the University of Surrey. We look forward to continuing to help you decide whether we are the right university for you.

Best wishes

Clare Austin  
Enquiries Coordinator

# International Welcome



## Welcome to the University

We are extremely proud to be recognised as one of the most culturally diverse universities in the United Kingdom, with more than 3000 students from over 130 countries currently studying at University of Surrey.

We hope that all the international students who choose Surrey will take full advantage of the wonderful opportunity to live and study in a different country and culture. We wish everyone to succeed academically and also to mature through the broader experiences of university life.

With that in mind, it is important when considering studying abroad that you ensure that the university you choose offers students an excellent support infrastructure, including a safe and comfortable environment, appropriate accommodation, a student support programme tailored to overseas students and any help with languages that may be required. Surrey provides all of these to our overseas students. Your Guide will provide you with just a taste of why so many students choose to study in our safe and secure environment.

The University of Surrey is a leading UK technological university offering students the unique combination of high academic standards, employment success and a prime location in beautiful countryside with ease of access to London and major UK airports. Our students experience a lively social life and a first-rate working environment, with academic study backed by our well-established international reputation in research.

We look forward to welcoming you, alongside many more students from overseas, to our University in future years.

Best regards

**The International Office**



## An International University

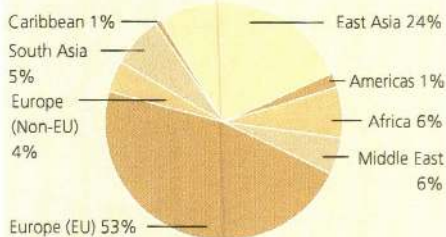
The University of Surrey has a long tradition as an international university. Our International Office is concerned with the reception and support arrangements for existing international students and promoting the University overseas.

In promoting the University overseas, International Office staff, together with other academic staff of the University, visit many overseas countries during the year and are pleased to meet and advise prospective students. Details of visits can be found on the International Office website [www.surrey.ac.uk/international](http://www.surrey.ac.uk/international)

It is the goal of the International Office staff to ensure that students benefit not only from the course of study but also from the entire experience of studying in the UK. They will advise on any matter that is particular to the international community. For example, immigration and visa issues, police registration, employment matters, and any language or study skills problems. The English Language Support programme, coupled with the activities of the Students' Union and the International Office, all help to ensure that you enjoy university life to the full.

The International Office works with the Students' Union to organise a series of events, such as introductory lectures and welcome receptions, social events and end-of-year lunches, as well as the highly successful International Week which climaxes with a Gala Evening featuring exciting stage performances.

Where our overseas students come from



With the support of the International Office and the wider aspects of life at Surrey, students are able to meet and forge lasting friendships with fellow students from their own countries, the UK and throughout the world.

International Office  
The University of Surrey  
Guildford, Surrey  
GU2 7XH, UK

T: +44 (0)1483 689467

F: +44 (0)1483 689525

E: [international@surrey.ac.uk](mailto:international@surrey.ac.uk)

[www.surrey.ac.uk/international](http://www.surrey.ac.uk/international)

# Your Study Opportunities



You're preparing for a great future.

You want to bring focus to your ambitions and lead the way with your ideas and your expertise.

Our postgraduate programmes will advance your thinking, enabling you to stretch the boundaries and take your skills and qualifications to the next level.

Postgraduate programmes from the University of Surrey, designed with your future in mind.





## What does Surrey offer?

We offer a unique combination of high academic standards, employment success and a prime location in beautiful surroundings, close to London. Forward-thinking and ambitious, the University of Surrey is an international university with a worldwide reputation.

When you come to study at Surrey, you will be welcomed into a vibrant and friendly community where you will meet students from over 130 different countries.

Surrounded by landscaped gardens and a beautiful lake, our campus is an outstanding environment for both work and relaxation.

We can offer you:

- Further specialisation in your field
- Improved career prospects
- An international community
- A world-recognised qualification
- A change of direction

## Taught programmes

The University offers over 130 advanced programmes, designed to give you the expert knowledge to extend your professional skills and competence. Many of our programmes have flexible entry requirements with recognition given to professional qualifications and work experience. All programmes have major project elements and aim towards the development of theoretical and practical skills. As a result, this focus means our graduates have the ideal balance of practical and theoretical skills.

## Research study

At Surrey we think it is important to provide support and guidance to research students at every stage of their work planning, research, writing-up and examination. Each student, whether working on their own or as part of a research team, has a personal supervisor to provide guidance in developing relevant lines of enquiry and to ensure that the programme progresses at the right pace in the right direction.

All Faculties offer the University-wide Postgraduate Skills Development Programme. This incorporates training in research techniques and methodology, related subject studies and training in interpersonal and employability-related skills including communication, and project and career management.

## Practitioner Doctorates

We offer four Practitioner Doctorate programmes: EngD, PsychD, DBA and DClinPrac.



### **Collaborative programmes**

MPhil and PhD programmes are available on a collaborative basis; your research may be on your employer's premises and you are registered for a Surrey research degree. This offers a practical and inexpensive solution for those who find it hard to attend full-time. You must have employment that permits active research and obtain your employer's agreement before entering into this arrangement. Research topics are tailored to an appropriate area and are jointly supervised by the University and your employer.

Confidentiality agreements protect an employer's interests. Collaborative arrangements are made on an individual basis, so please contact the Director of Postgraduate Studies (Research) in the relevant Faculty for details.

### **Continuing professional education**

We have an extensive programme of continuing education to enable individuals in employment to satisfy their educational and training needs.

Opportunities are provided for vocational lifelong learning for scientists, engineers, managers, healthcare workers and other professionals in employment to update and extend their knowledge and competence in their chosen fields, often as part of their continuing professional development (CPD).

We also offer a range of short courses, which have successfully attracted support from industry, professional bodies and research councils over many years, and are continually reviewed, enhanced and revised.

**"Surrey conducts the most efficient research of any UK university."**

**"The University of Surrey is the rising star of Higher Education."**

*The Times Higher Educational Supplement*





## Our Strengths

### Internationally recognised research

In the last Research Assessment Exercise (RAE), the University of Surrey was ranked fifth in the UK in terms of the percentage of staff working in internationally excellent departments, and over 60 per cent of the University's research-active staff were rated 'world class' in their field.\*

Our research excellence is also recognised by the large percentage (43 per cent) of research council grants in our research portfolio. Normalised to the size of our research staff, we are in the top six of UK university recipients of research council funding.

Surrey seeks to attract the very best researchers. We have supported the UK government's initiative 'Investing in Excellence' to recruit world-leading research professors and talented research-active lecturers, by investing in the research programmes of 18 readers/professors and 17 other research staff.

Research at the University of Surrey is constantly pushing boundaries and bringing direct benefits to many spheres of life – helping industry to maintain its competitive edge and creating improvements in the areas of health, medicine, space science, the environment, communications, defence and social policy.

### Research strategy

The research strategy at the University of Surrey is based upon a strong link between research and teaching, the concentration of research into critical mass, and centres of excellence operating in a managed research environment.

### Innovative multidisciplinary centres

The University continues to be a strong advocate of multidisciplinary research, allowing researchers from different fields to work closely together, focusing on a key research initiative. These centres include: Advanced Technology Institute; Centre for Environmental Strategy; Digital World Research Centre; Food, Consumer Behaviour and Health Research Centre; Healthcare Workforce Research Centre; Surrey Sleep Research Centre; Research Group on Lifestyles, Values and Environment (RESOLVE); Centre for Research on Nationalism, Ethnicity and Multiculturalism; and Surrey Materials Institute.

These initiatives have helped Surrey stay ahead of the game and establish world class laboratories that are attracting prestigious international visitors.

### The Surrey Research Park

The Surrey Research Park is renowned as a centre of excellence in the creation, support and growth of high technology companies. It is the larger of only two research parks in the country to be owned and managed by a university. The Research Park houses over 80 research-based companies ranging from newly established concerns to major multinationals.

Adjacent to the University's Manor Park site, the Research Park has close contacts with academics, and houses a business hatchery for entrepreneurs and our incubator technology centre which has spun out several companies into premises on the Park itself in the last few years. There are strong international enterprise links with similar parks in Japan and Finland.

\* The latest RAE is due to be published on 18 December 2008, after this prospectus goes to print. For the latest information and rankings please see the RAE website: [www.rae.ac.uk](http://www.rae.ac.uk)





### **The Surrey approach**

We have forged an independent approach to research and enterprise. Academic and technological excellence is strengthened by our ambitious approach, ensuring innovation and inventive engagement with industry and the professions. This provides a distinct competitive advantage for those studying and working with us.

### **First class learning resources**

To support your academic study, you will have access to first class learning resources and facilities.

### **The Library**

The University Library is at the heart of the campus. Provision includes:

- A stock of over 500,000 books plus a wide range of periodicals
- Access to an ever-growing number of electronic databases and resources
- A well-equipped AV room, including DVD, CD, video and vinyl playback facilities
- Access to over 100 computer workstations and network access for laptops
- Online reservations and renewals
- Extended opening hours – until 12.30am on weekdays

**[www.surrey.ac.uk/library](http://www.surrey.ac.uk/library)**

### **E-learning**

Thanks to the University's recent investment in a leading-edge virtual learning environment, you can use e-learning and online resources to support your learning experience on and off campus via the Internet.

### **Centre for Learning Development**

The Centre for Learning Development (CLD) promotes excellence in teaching and learning at Surrey. This includes provision of seminars and courses, including the new Postgraduate Certificate in Academic Practice and courses for postgraduate teaching assistants.

**<http://portal.surrey.ac.uk/cld>**

### **IT Services**

We have a comprehensive central computing service and you will have free access to most networking facilities. Wireless networking is increasingly available across campus and all Courts of Residence feature a free broadband network service.

**[www.surrey.ac.uk/itservices](http://www.surrey.ac.uk/itservices)**

### **Surrey Facts**

- Surrey offers over 130 taught postgraduate programmes
- Choice of study methods includes full-time, part-time, distance and virtual learning options
- CPD enables individuals in employment to undertake study to meet their educational and professional needs

# Your Campus Community





Your postgraduate research and study can be both a demanding and rewarding time. We are committed to your academic and personal progression.

At Surrey we provide a level of support that's right for you, enabling you to settle into your university life and perform beyond your expectations.

Become part of our lively and inspiring campus community as you progress.



## A Supportive Environment

Your wellbeing is important to us and we are committed to your personal support. You will have access to a range of services to assist you and support will be available from an assigned tutor on taught programmes, or the Director of Studies or academic tutor if you are a research student.

### Student Care Services

Our Student Care Services provides free, confidential and comprehensive support to all students. It comprises three areas: the Student Advice and Information Service, the Health Centre and the Counselling Centre.

<http://portal.surrey.ac.uk/scs>

### Students with disabilities or dyslexia

We provide a number of support services for our growing population of students with additional needs, including special examination arrangements, dyslexia screening and referral, one-to-one learning support, and help with applying for the Disabled Students' Allowance. Our services are coordinated by Additional Learning Support, and our staff are happy to discuss any requirements you may have.

[www.surrey.ac.uk/als](http://www.surrey.ac.uk/als)

### International Office

The International Office offers a wide range of advice and guidance specifically for international students. This includes advice on employment during the programme, police registration and regulations relating to family members. International Office staff can also advise on immigration matters.

[www.surrey.ac.uk/international](http://www.surrey.ac.uk/international)

### Religious and spiritual support

The University of Surrey is a vibrant multi-faith, multicultural community. People of every kind of spirituality, along with those who do not consider themselves 'religious' or 'spiritual', are respected. We have a network of chaplains drawn from a range of spiritual traditions and religious communities. Facilities are available on campus for quiet contemplation, worship and prayer for individuals and groups.

<http://portal.surrey.ac.uk/chaplaincy>

## Your Campus Community

Our campus sits on the hillside leading up to Guildford Cathedral, surrounded by landscaped grounds, playing fields and a beautiful lake. Academic, sports, catering and entertainment facilities are all on hand with the close-knit community creating a relaxed and friendly atmosphere. With students from across the UK and over 130 different countries all playing a role in campus life, there is a lively, cosmopolitan feel that enriches the experience for all.

### Manor Park

Manor Park is the most significant development in the University's history, providing a stunning backdrop to brand new accommodation and world class research facilities.

Further developments are underway to expand the accommodation and create state-of-the-art sports facilities.

### The right place to study and socialise

Both the University campus and its home town of Guildford offer an excellent living environment. Relaxed and compact, our campus and surrounding area is the perfect place for you to settle into postgraduate life, make friends and study.



## Guildford – Your University Town

Guildford provides a fantastic environment to live and study in. Set in the heart of Surrey's beautiful countryside, this bustling, historic town is just ten minutes' walk from the University. Offering all the amenities of a modern city, the cobbled high street, criss-crossed by lanes, provides a classic setting for a superb selection of high street stores, designer boutiques and a large indoor shopping centre.

Guildford also has a huge assortment of restaurants, pubs and bars, lively clubs and excellent sports facilities.

And it is not just the residents of Guildford that recognise the town's numerous qualities. Guildford has been recognised as one of the top ten places to live in the UK by Channel 4's hit property show *Location, Location, Location*.

The town boasts:

- A lively nightlife – an eclectic mix of pubs and bars, restaurants and cafes for all tastes and budgets
- The Yvonne Arnaud Theatre – a major regional theatre and performance venue
- The Electric Theatre – community arts, comedy, music and cabaret
- The Spectrum Leisure Centre – recently rated the top leisure centre complex in the country through the Quest assessment

**[www.guilfordspectrum.co.uk](http://www.guilfordspectrum.co.uk)**

- Home of GuilFest – one of the most popular and fastest growing music festivals in the country

**[www.guilfest.co.uk](http://www.guilfest.co.uk)**

- Some of the best shopping in the South East

**[www.guildford.org.uk](http://www.guildford.org.uk)**

**[www.guildford.gov.uk](http://www.guildford.gov.uk)**

## Attractions of the area

The University campus, Guildford and the surrounding area provide a safe place to live. Surrey itself has one of the lowest levels of recorded crime in England and Guildford's crime rate reflects this. Having been awarded the Safer Shopping Award, Guildford is not only one of the most attractive, but also one of the safest towns in the country to live.

Guildford is served by a frequent bus service which runs late into the night, and the local area is cycle-friendly for those who prefer pedal-power. A frequent rail service to London Waterloo means that the capital is only 40 minutes away by train. Guildford is also close to the M25 and the major airports at Heathrow and Gatwick. Quick trips and places to visit include:

- Surrey Hills area of outstanding natural beauty
- World class sporting venues – Wimbledon (tennis), Twickenham (rugby union), Epsom and Ascot (horse racing), Sunningdale and Wentworth (golf), The Oval (cricket)
- Historic places – Hampton Court, Windsor Castle
- Theme parks – Thorpe Park, Chessington World of Adventures, Legoland





## Feel at Home

When you are choosing a university, the choice, quality, location and cost of accommodation on offer are important factors. We will help you find the right place to live, on or off campus, at affordable rents throughout your time at Surrey.

### Guaranteed accommodation

All first-year postgraduate students (overseas fee and UK/EU fee) are guaranteed a place in University accommodation, provided they accept a place and pay the first instalment of programme fees by 14 August. Applicants paying fees after 14 August continue to be offered accommodation, subject to availability, and we are normally able to offer accommodation throughout August and September.

Continuing full-time research postgraduates (overseas fee and UK/EU fee) are guaranteed a place in accommodation for up to the normal duration of their programme, provided they apply for a place by 1 February. In addition taught postgraduates on two-year programmes are guaranteed a place in accommodation for their second year, provided they apply by 1 February.

### Accommodation for couples and families

Flats and houses are available on campus, at Hazel Farm and at Manor Park.

Please see the Accommodation Office website for more information.

### Accommodation for students with disabilities

We offer specially adapted rooms for students with physical impairments. Please see the Accommodation Office website for more information.

### Residential facilities

Our accommodation is arranged in groups of self-catered housing called Courts of Residence and has been designed to meet your needs and provide you with a living space of your own.

All University student bedrooms have fast, unlimited, free broadband, and a telephone service is available. To help with day-to-day living, there are modern laundrettes, a post office, bank, bookshop, grocery store and newsagent on the Stag Hill campus close to student residences. Large supermarkets and a halal grocery store are nearby and a weekly fruit and vegetable market is held on campus.

A place to call home:

- Over 2300 rooms in the newest courts have en suite shower and toilet facilities
- All Manor Park accommodation has en suite facilities
- Groups of students share a kitchen-breakfast room
- All communal areas (kitchens, bathrooms, toilets and corridors) are non-smoking
- Most of the accommodation is mixed-sex, but we do reserve areas for those who prefer single-sex accommodation



### **Rooms to suit any budget**

Accommodation at the University is reasonably priced. We offer low-cost duplex rooms, mid-range rents that compare with national averages, and even the rooms at the top end of our scale look affordable for those with a bit more cash to spend. For the 2009–10 session, rents ranged from £61 to £129 per week.

There is a variety of housing in the Guildford area let privately or through the University's own Property Management Scheme. Rents start at about £70 per week and we have a range of letting periods.

### **Flexible payments**

Rent can be paid either in lump sums per semester or monthly by direct debit, which you can set up online.

### **Applying for accommodation**

Applications for a place in accommodation are made online. Postgraduate applicants will receive confirmation of the room they have been allocated by email during July, August or September. It is not possible to allocate postgraduates a room until programme fees are paid and they have formally accepted a place on the programme.

### **Further information**

If you have any other queries, please visit our website or contact the Accommodation Office.

T: +44 (0)1483 682461

[www.surrey.ac.uk/accommodation](http://www.surrey.ac.uk/accommodation)

“All our first-year postgraduate students are guaranteed University accommodation.”

“The campus, the lifestyle, sport and education – it was love at first sight.”





# Accommodation



## Choosing Your Accommodation

Rents at Surrey are very competitive and include utilities, broadband, phone and belongings insurance. There are no hidden extras. Our University accommodation is placed in clear price bands to make choosing a suitable room easier. You can also specify a preference for rooms on the main campus or at Manor Park and Hazel Farm.

Rooms are let for the whole academic year including the Christmas and Easter vacation. You can use your room, if you wish, during these vacations and there is no requirement to remove belongings.

There is no deposit to pay (except for family housing) and you do not have to pay any rent in advance of arrival. Rent is paid monthly by direct debit, which you can set up online once you have received an invoice. A first invoice will be sent to you via email, within a few days of arrival.

\*Rents shown are guide rents for 2009–2010. Actual rents will be displayed on the Accommodation Office website from March 2009.

## Choosing Your Accommodation

Applications for a place in accommodation are made online. It is a quick and simple process but you are advised to spend some time looking at the accommodation options and the 'Conditions of Residence' before making your selections. You will be able to apply for a room once you have returned your acceptance form to the University Registry, formally accepting a place on a course. To apply go to our website and follow the instructions.

If you do not have access to the internet, please write to us and we will send you an application form and further details.

### After you apply

You will receive confirmation of the room allocated and other information about arriving at the University by email.

### Further information and visits

Staff in the Accommodation Office are on hand to answer questions and assist you with housing matters throughout your time at Surrey.

If you have any other queries please visit our website or contact us:

T: +44 (0)1483 682461

F: +44 (0)1483 579266

[www.surrey.ac.uk/accommodation](http://www.surrey.ac.uk/accommodation)



## Band A

### Budget rooms on campus in Stag Hill Court and off campus at Hazel Farm

All band A rooms in Stag Hill Court are split level shared rooms without washbasins. Both occupants have their own space separated by a flight of stairs and there are individual broadband and telephone services for each student. Two duplex rooms (four students) share a shower room with washbasin and toilet. There is a kitchen close by shared by ten students.

Hazel Farm band A rooms are all singles without washbasin. There are seven rooms in each two storey house with a kitchen, shower and two toilets.

- 389 rooms
- Guide\* weekly rent £61
- Single rooms (Hazel Farm only)
- Shared room (Stag Hill Court only)
- Broadband
- Telephone
- Belongings Insurance
- Residents Parking (at Hazel Farm only)

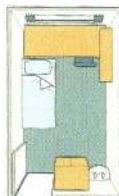
## Band B

### Basic single rooms, most with washbasin, on campus in Guildford Court and off campus at Hazel Farm.

Guildford Court has 280 rooms in two storey terraced buildings. All rooms have washbasins and have recently had a facelift with new furniture and carpet. Fourteen students per floor share three showers and a large kitchen.

Band B rooms at Hazel Farm are located in two storey houses shared by six students. Most rooms have washbasins and each house has two showers and a kitchen living room.

- 412 rooms
- Guide\* weekly rent £77
- Single rooms
- Broadband
- Telephone
- Belongings Insurance
- Residents Parking (at Hazel Farm only)





## Band C

**Standard rooms, all on campus, mostly in buildings that have been refurbished.**

Six courts have band C rooms, Battersea, Cathedral, Stag Hill, Surrey, Twyford and University. All rooms have washbasins except those in Stag Hill and University Court. The rooms are located on floors sharing kitchens and showers mostly in groups of ten to fourteen. In addition there are a few band C rooms in flats of four or five.

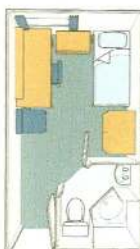
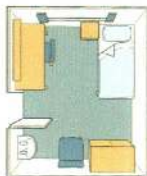
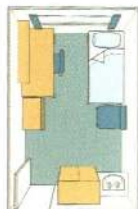
- 1424 rooms
- Guide\* weekly rent £86
- Single rooms
- Broadband
- Telephone
- Belongings Insurance

## Band D

**Ensuite rooms in modern buildings on campus.**

Twyford Court and University Court are our popular and original ensuite rooms, with floors of ten or twelve students sharing a kitchen. In addition on campus we have over 70 flats of six student rooms and a shared kitchen in Millennium House and International House. All band D rooms have an ensuite shower room with toilet and basin.

- 982 rooms on Campus
- 1319 rooms at Manor Park
- Guide\* weekly rent £105
- Single rooms
- Ensuite shower
- Broadband
- Telephone
- Belongings Insurance





## Band D

### Ensuite rooms at Manor Park.

Manor Park is our new student village about 20 minutes walk from campus and includes nearby Bellerby Court. All band D rooms have an en suite shower room with toilet and basin. Flats of five to eight students share a well-equipped kitchen dining room. There is a regular University subsidised bus service to and from campus.

- 1319 rooms
- Guide\* weekly rent £105
- Single rooms
- Ensuite shower
- TV provided in kitchen
- Broadband
- Telephone
- Belongings Insurance



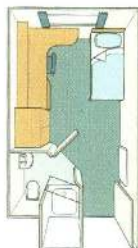
## Band E

### Enhanced ensuite rooms.

Band E rooms are approximately 50 per cent bigger than band D rooms so are ideal for students who have more belongings or want more space to study or relax. The rooms are located at Manor Park and on campus in International House and University Court.

The rooms have an ensuite shower room with toilet and washbasin. Most are located in flats of six rooms sharing a kitchen.

- 27 rooms on Campus
- 38 rooms at Manor Park
- Guide\* weekly rent £129
- Single rooms
- Ensuite shower
- Mini fridge
- Broadband
- Telephone
- Belongings Insurance







## A Great Place to Live

Students at Surrey may work hard, but they also play hard. Our community enjoys a strong sense of togetherness, with students from every background taking part in a wide range of leisure and recreational activities.

We create a strong social experience that is built upon ensuring that you have an enjoyable time whilst educating you for success. With social and leisure facilities, cafes and restaurants, coffee bars and common rooms, our campus provides everything you need to enjoy yourself.

As a university town, Guildford has numerous bars, pubs, clubs and social venues offering students ample opportunity for nights out. You will also find an excellent variety of restaurants and many activities and events for you to enjoy.

### Postgraduate Association

The Postgraduate Association (PGA) has long been established at Surrey, and is perfectly placed to support the provision of social activities for postgraduate students at the University. We aim to integrate all students into the postgraduate community, organising social events, helping develop student interests, and promoting the 'postgraduate cause' across the University.

PGA volunteers sit in on various University committees with Union representatives, ensuring that the postgraduate voice is heard at all levels of academia. The PGA also assists the Students' Union in its role in all induction programmes for new postgraduates, including Postgraduate Welcome Week and introduction talks within each Faculty.

For all upcoming events, please go to our website:

[www.ussu.co.uk/pga](http://www.ussu.co.uk/pga)

### Rubix

Rubix, the Students' Union's 1600-capacity nightclub, has the best sound and light facility of any Union club in the country. Every night offers something different, including clubbing events, comedy acts, pub quizzes and live music events. Individual music tastes are also catered for with music societies staging gigs from trance, dance, funk, rock and metal to drum and bass and more.

### Wates House

Wates House is a dedicated postgraduate and staff area with a traditional pub atmosphere. Boasting a bar, canteen and meeting rooms, it is the perfect place to meet up and relax with friends. In addition, within Wates House is the recently opened Orchard Lounge, hosting meetings, social events and cybercafé facilities.

### Chancellors

This is the main Union eatery and pre-club bar and restaurant. Open from 8.30am during the week and 10am at the weekends, it seats up to 200 students every day of the academic year, and serves an extra 120 students on the recently refurbished modern patio. It is an extremely popular venue for all types of events, ranging from comedy and quiz nights to cocktail lounge and open mic evenings.

### HRB

The Helyn Rose Bar has a capacity of 180 people and is our only Chinese food restaurant on campus. Since it opened two years ago, it has served thousands of hungry students, staff and visitors, and is a favourite postgraduate retreat. Young's Kitchen can be found in the HRB which is situated on the bottom floor of the Students' Union building. Serving only freshly cooked traditional Chinese cuisine, it is open during the week and during the holidays.





## Activities and Culture

### Student societies

Our many societies play a large part in the social and cultural life of the University. There are over 60 different societies and award-winning student media for you to get involved in, and the Students' Union is always keen to help students to set up and run new societies.

[www.ussu.co.uk](http://www.ussu.co.uk)

### Volunteering

Volunteering is a great way to meet new people and make a difference. Our volunteering scheme – 'Do More' – provides a wide variety of community Volunteering opportunities. The scheme will help you to find a volunteering opportunity which is most suited to you and fits around your timetable; plus all active volunteers are invited to the much anticipated end-of-year student awards party in May – an opportunity not to be missed!

### Culture and performance

A full programme of musical recitals and concerts, dance and theatre performances, exhibitions and literary talks are held on and around campus, allowing you to experience arts and cultural events. Activities on campus are complemented by a range of events and venues in Guildford and the local area.

## Surrey Entertainment Facts

- Legendary rock band Led Zeppelin played their first ever gig at the University in 1968
- Guitarist Jimmy Page became an Honorary Graduate in June 2008
- Vanessa Mae gave her first solo recital as part of the Guildford International Music Festival, organised by the University and Guildford Borough Council
- Local theatrical group the Guildford Shakespeare Company performed their much acclaimed version of *As You Like It* beside the University lake in July 2008

# The Students' Union

## The Students' Union

This section has been put together by the Students' Union, to give you a guide to what they can offer you in their own words.

## By Students, For Students

The Students' Union offers much more than just a fantastic social scene. We offer a wide range of diverse services and activities that will enrich your time at Surrey. We are proud to be able to offer such strong services and award-winning activities, and look forward to your participation in them, should you choose to study at Surrey. The Union is run by five sabbaticals (students who are elected to represent you), here to make sure the needs of students are being met across the University.

Our mission statement is, 'to unify, support, develop and represent the students of the University of Surrey'. We do this in a number of ways designed to help maximise your time at the University. You are only a student once, and we are here to make sure that you get the most from your time at Surrey.



## Representation and Welfare

### Representing you

When you become a student at Surrey you are automatically a member of the University of Surrey Students' Union, which means you can use any of the facilities and services that it offers. We strive to involve all students in our facilities and aim to make sure we provide something for everyone. The Students' Union is also there to assist and represent you, the students, so if you feel anything could be done better, all you have to do is come and speak to us in the Students' Union building.

### RAWU

The Representation and Welfare Unit (RAWU) supports students on a wide range of wellbeing matters. As the only independent service on campus, we pride ourselves on being able to offer an impartial ear to any student who may find the need during their time of study.

RAWU exists to advise, support and represent you if you have a grievance, complaint or are involved in an academic appeal. We offer impartial support and continuously work with your best interests in mind. RAWU is also integral to the Programme Representative system. Programme Representatives act as your voice within your particular degree programme. These representatives take information from you and progressively feed this information upwards so that important issues are raised with the University. They are an invaluable part of the academic representation system and act as your voice to the rest of the University.



Union President Alex Collins with the Surrey cheerleading squad

## Sports and Societies

Here at Surrey we are proud to offer a large, varied sport and activities programme. Meeting and training sessions happen regularly, and with thousands of students involved in activities it is a great chance for you to try something new and meet new friends – and if we don't currently have the club or society that interests you then we can help you set one up.

### Sports

In cooperation with UniSPORT we offer a diverse range of sport clubs for Surrey students. Whether your interest is fun, fitness or sporting excellence, we pride ourselves on catering for all. If your goal is sporting excellence, then we have 25 teams which compete weekly in intervarsity BUSA leagues, as well as teams in local and social leagues.

There are currently 35 active sports clubs, with scope for more. Sport at Surrey is different to that which you will have encountered at School. After all, how many schools or colleges do you know that offer gliding, sub-aqua, ballroom dancing and karting clubs? We offer these along with all the usual mainstream sports – plus a whole lot more.

Sport isn't just about getting fit. In some ways fitness is just an added bonus to the other aspects of sport at Surrey. If you want to find out more about what sport is offered through the Students' Union, just check out our webpages:

**[www.ussu.co.uk/sports](http://www.ussu.co.uk/sports)**

### Societies

We also offer the chance to take up new interests, continue previous hobbies and, best of all, meet new people from all over the world. Run by students for students, anyone can join any of the 70-plus different societies that currently exist.

It is easy to get involved with our societies – all you have to do is go along to a meeting and sign up to start having fun. We have a huge variety of societies here with international groups such as Brazilian or African-Caribbean, departmental societies such as Law or Chemistry and a diverse range of arts and special interest groups from Anime to Wind Band.

We also have two award-winning media societies – *barefacts*, the student newspaper and GU2, the student radio station. So if you have always wanted your own column or show, or whether you just want to keep yourself informed and entertained, then we have it here at Surrey.

With regular meetings and events, joining a society is a guaranteed way to meet like-minded people from around the world and allow your personal interests to develop and flourish whilst you are at University.

Find out more about societies at:  
**[www.ussu.co.uk/societies](http://www.ussu.co.uk/societies)**







## Adding To Your Experience

### The DAVE Project

Whilst studying for your degree, you will realise that employers will be looking for a wide range of qualities and skills when recruiting graduates. This is where DAVE can help. The DAVE Project is the Students' Union's multi-award winning peer-to-peer training programme. The programme offers a wide range of skills development sessions that are focused on helping students to boost their understanding of some of the key employability skills needed whilst studying and following graduation.

With support from companies as diverse as Unilever, Sainsbury's and Enterprise Rent-A-Car, DAVE works with over 600 participants a year, offering them certification at bronze, silver and gold level as part of the ID Individual Development Scheme. Whatever your goal, DAVE can show you how little changes can make a big difference.

[www.ussu.co.uk/dave](http://www.ussu.co.uk/dave)

### ID: Individual Development Scheme

The ID scheme unites some of Surrey's extracurricular activities by providing a points-giving process leading to certification of the skills you will have gained from across the University's development project. In support of the overall Personal Development Plan (PDP), students can select from a vast range of opt-in activities and training sessions in order to complete the bronze, silver and gold levels of the main ID programme.

In addition, our new platinum stage goes one step further in offering students who want to put their portfolio of skill into practice through a series of one off activities and extra training sessions designed for the more hardened skills activists. Led by the Students' Union in partnership with the Student Personal Learning and Study Hub (SPLASH), SCEPTe and University Careers Service – the ID

scheme gives you a framework through which to build confidence across a wide range of skills, to help add value to the overall student experience and kick start your professional career. Students receive their ID certificates as part of the Annual Student Awards in May.

### Evolution

Evolution offers you the opportunity to develop key employability skills, allowing you to make the most of your personal development through practical application of your skills in various social enterprise initiatives. Evolution facilitates the execution of a range of events, activities and the setting up of not for profit businesses which benefit the University or community in some way.

### V Project

V Project is the student volunteering scheme and provides a great way for you to use a skill, learn something new, meet new people, have fun and make a difference to the local community. With a wide variety of volunteering opportunities available, V Project can help you find an opportunity to fit your interests and availability.





## The Students' Union

### Your Social Life Assured

USSU boasts three hugely popular entertainment venues on campus all under one roof. Between the three venues, they provide a hectic social calendar throughout the academic year that is bubbling with variety and vibrancy. The range of eclectic nights held in 'Rubix' by USSU include Flirt, Citrus, Tease, Ave' it and Fetish club nights along with Paramount Comedy evenings featuring acts who regularly play the London and the Edinburgh Fringe Festival circuit. You'll also experience Open Mic nights, quiz nights, Lounge Cocktail evenings and 'Sunday Night Live' band performances. Mainstream or alternative, indie or cheesy, upbeat or downtempo: the Union has the scene to suit all.

Recent bands and DJs to grace our stage have included East 17, We are Scientists, Booty Luv, Mary Anne Hobbs, The Darkness, Rachel Stevens, The Honeyz, The Twang, DJ Yoda, Rueben, Paul Oakenfold, Wheatus and Tim Westwood to name but a few.

#### Rubix

The main Union nightclub that holds up to 1600 students. Rubix has three levels fitted with state-of-the-art sound and lighting for maximum atmosphere. Rubix unsurprisingly plays host to some of the best DJs and live bands around.

#### Chancellors

The main eatery and pre-club bar and restaurant. It seats up to 200 hungry and thirsty students everyday of the academic year, and serves an extra 120 students on the recently refurbished modern patio, with frequent barbeques during the summer months.

#### Helyn Rose Bar (HRB)

The HRB is the little sister venue to Rubix, holding up to 180 students. It acts as an alternative chill out room during club nights in the main venue. The HRB stages a mix up of club and dance society turntablism, spanning from indie and rock through to breaks, funk and drum n bass.

#### Bookshop

On arriving at the University you will be informed of your reading lists for the different modules on your course, and the University Bookshop will be where you can find your texts. Besides just books, all Union-run event tickets are sold here, alongside Fairtrade gift items, snacks and soft drinks, newspapers, magazines, branded clothing, University souvenirs, stationary and greeting cards.

[www.ussu.co.uk/bookshop](http://www.ussu.co.uk/bookshop)

#### Union Shop

The Union Shop now sells a huge selection of Asian food products, ranging from noodles and sauces to desserts and snacks, and a large range of lunchtime meal deals.

### Eating in the Union

#### Chancellors Restaurant

Serves freshly prepared hot and cold food from 8.30am till late every day during the academic year.

#### Youngs Kitchen in the HRB

Youngs provide the best traditionally and freshly cooked authentic Thai, Chinese, Japanese and Korean cuisine.

#### Pizzaman and UniK

Fast food cravings are satisfied by our on-site pizza house – they will even deliver to your room on campus. UniK operate in the evenings from the rear of the HRB.

# Sport at Surrey



## Becoming the University for Sport

We have a bold vision for sport at the University of Surrey.

Sport is a defining part of many students' university experience, whether for fun, fitness or fierce competition.

We have invested heavily to provide you with the best possible sports facilities. In January 2010 the University will open the brand new Surrey Sports Park. It will set a new benchmark for the quality of university sports facilities.

We know that it takes more than superb facilities to make a great sporting university. It takes dedication and passion from both our staff and our students. We are fortunate to have enthusiastic sports staff with the expertise to support and enhance your sporting opportunities and abilities.

This combination of the Surrey Sports Park's first-rate facilities and the expertise and enthusiasm of our sports staff and students will transform Surrey into one of the premier universities for participative and representational sport.



## Surrey Sports Park

The Surrey Sports Park is a £36 million facility based on the University's Manor Park site. It was designed by the internationally renowned architect firm, FaulknerBrowns, whose reputation has been recognised by the International Olympic Committee (IOC) and the Association of Sports and Leisure Facilities.

This state-of-the-art sporting facility will be one of the very best in the South East. Its main features include:

- 50-metre, eight-lane swimming pool
- 120-station health and fitness centre
- 13m climbing wall
- 3 multi-purpose halls for badminton, basketball, volleyball, netball and more
- 8 glass-backed squash courts with 2 show courts for over 180 spectators
- 8 floodlit outdoor tennis courts
- 2 floodlit artificial grass pitches for football and hockey
- 8 football/rugby pitches
- 2 multi-purpose exercise studios
- Wet and dry changing areas
- Consultation and treatment rooms
- 350-seat café and bar social area

The Surrey Sports Park will provide opportunities for all students, graduates, staff and the general public to access first-class sports facilities, providing all the health benefits associated with sport.

Whether you would like to take advantage of our health and fitness classes, learn a new sport or pursue a current interest, we have a space for you. Whatever your level of ability you will benefit from the Surrey Sports Park.



3D visualisation of Surrey Sports Park

### Swimming pool

The Surrey Sports Park swimming pool is the first 50-metre pool in the county. It is able to be divided into two 25-metre sections or even a 30-metre water polo pitch. It is two metres deep throughout, and features a bottom that is adjustable at one end so that it can be raised to accommodate other users. It has eight lanes, each 2.5-metres wide, which makes it an ideal training facility for elite swimmers.

### Fitness centre

Our massive 700m<sup>2</sup> fitness centre provides an attractive space for you to work out and has full air-conditioning. It has equipment available for the needs and standards of all levels, from beginner to Olympian.

### Access for all

The Surrey Sports Park has been designed to make sure that everyone can access the buildings, facilities and programmes. We are very proud to have been selected as a training venue for the Paralympic Games, and if you have a disability our staff will be happy to assist you.

### Surrey Sports Facts

- The University has achieved top results at BUSA championships in trampolining, gymnastics, rowing, golf, netball, volleyball, basketball and American football
- Our sporting facilities include seven squash courts, seven tennis courts, five football pitches, two netball courts, two rugby pitches, one vertex climbing wall, a cricket pitch and a floodlit artificial turf pitch
- A number of world class athletes have graduated from the University, including four times British Men's Artistic Gymnastics champion (2003–06) Ross Brewer, Olympic Bronze pentathlete (2000) Kate Allenby, international Olympic trampolinist Kirsten Lawton, and three times Scottish badminton champion Kevin Scott



Visualisation of 50-metre pool





## Sport and Exercise Programme

We offer one of the largest and most diverse sports and exercise programmes of any UK university.

Whether you consider yourself a sporty person or not, the Surrey Sports Park is the perfect place to enjoy the benefits of exercise – for health, wellbeing and personal development. Whether you choose rugby or rambling, jazz dance or jujitsu, our sports activities can help you to feel good, meet new people and have fun.

Our activities are designed to cater for all abilities, giving you the chance to try something new. Our team of knowledgeable and enthusiastic instructors can help design individual programmes and advise on the opportunities offered.

Our extensive list of activities includes:

- Over 25 aerobic, body conditioning, circuit training and spinning classes
- Sports courses and workshops
- Courses in yoga, tai chi and pilates
- Leadership courses such as the Community Sports Leadership Award

### Recreational sports events

There is also a strong social side to sporting activity at Surrey. Departments and Courts of Residence submit mixed teams for our Social Sports Programme.

Guaranteed to put a smile on your face, this involves a huge variety of lunchtime, evening and weekend leagues. Events include basketball, pop lacrosse, five-a-side football, touch rugby, indoor cricket, ultimate frisbee, mixed soccer, uni-hoc, netball, volleyball and the University Sports Day.

### Dance activities

We have the most comprehensive and fun programme of participation dance you'll find anywhere in the country. Each week almost 500 people take part in over 20 different evening classes and weekend courses organised by Team Surrey staff.

The programme is offered at different ability levels ranging from the experienced dancer to the complete novice. Our broad range of dance styles on offer includes:

- Ballet
- Ballroom and Latin
- Belly dancing
- Bollywood
- Capoeira
- Contemporary
- Hip Hop
- Pole dance
- Salsa
- Street dance
- Tap

### Sport in Guildford

In addition to the University programmes and facilities, Guildford is also home to a number of other sports facilities. The Spectrum is a large leisure centre with many sports activities including a leisure pool, ice skating and ice hockey rink and bowling alley. The Guildford Lido offers an outdoor pool area to relax in sunny months, and the River Wey hosts a number of water-based events – including the University's own annual water-sports day.





## Team Surrey

Sport is one of the most powerful ways of bringing people together and helping them achieve their potential. Team Surrey encompasses all of our sports clubs, sports staff and Elite Sports Programmes.

Anyone representing the University for sport – whether as competitor, coach or support staff – is a part of Team Surrey. This creates a strong focus for sport at the University and generates a powerful sense of mutual support and collective purpose in all those involved.

It is this that makes Team Surrey the pride of the University.

### Competitive sports clubs

The University of Surrey has a strong presence in competitive sport against other universities within British University and College Sport (BUCS).

There are 36 sports clubs in total at the University and Team Surrey and the Surrey Sports Park work to encourage and improve participation in sport, both competitively and recreationally.

Whether you are an established sports person or a complete beginner you'll be welcomed into our sports community. From archery to ultimate frisbee, the opportunity is here for you to find your sport, play for your University, and be part of Team Surrey.

### Meet the staff

An essential part of Team Surrey is our talented and dedicated staff. Their range of achievements is inspirational. You will be motivated by their drive and enthusiasm, and benefit from their expertise and ability to get the best out of you.

We have staff members who have competed at national and international levels, including a rower who won a bronze medal at the 2008 Paralympic Games.

Our sports and fitness coaches also work to inspire and motivate young people in the community, extending Team Surrey's impact beyond the University campus.

Whatever your sporting interest or level, Team Surrey staff will support you and develop your ability.



**TEAM SURREY**

*"With such a dedication to my sport, I needed a university where I could train. The facilities here are great."*

**Andrew Kelly,**

**MEng Electronics with Satellite Engineering**



## Sports Clubs A–Z

- American Football
- Archery
- Aussie Rules Football
- Badminton
- Ballroom Dancing
- Basketball
- Boat (rowing)
- Canoeing
- Cheerleading
- Cricket
- Equestrian
- Fencing
- Football
- Gliding
- Hockey
- Jujitsu
- Mountaineering
- Netball
- Rowing
- Rugby
- Sailing
- Skiing and Snowboarding
- Squash
- Sub Aqua
- Surf and Wakeboard Club
- Swimming
- Tae Kwon Do
- Tennis
- Trampolining
- Ultimate Frisbee
- Volleyball
- Waterpolo

## Elite sport at Surrey

We recognise the importance of supporting excellence in sport amongst our students. We currently support talented student athletes through the Elite Sports Programme and the Talented Athlete Scholarship Scheme.

The Elite Sports Programme offers support for any current Surrey student who competes at a high level in their chosen sport. Not only can athletes take advantage of financial awards but they will also receive free access to Surrey Sports Park facilities, massage, workshops, strength and conditioning and mentoring.

Applications are taken throughout the first six weeks of the first semester. Previous Elite Sports Programme alumni include Olympic and World Championship attendees.

The University is also proud to be part of the government-funded Talented Athlete Scholarship Scheme (TASS), which supports over 20 athletes in the local area. The scheme is driven by UK Sport and allows talented athletes up to £3500 worth of services including coaching, sports science, sports medicine and expenses for competitions.

To find out further information about these schemes, please contact:

Gavin Baker, Head of Health and Fitness

T: +44 (0)1483 689975

E: g.baker@surrey.ac.uk



Mo Rahim



Sport at  
Surrey

## Graduate Profile

### Mo Rahim

#### BSc Economics

The University takes pride in its efforts to encourage individuals to participate in sport. I was lucky enough to achieve a place on the Elite Sports Programme. Coming from a poor background but at the same time wanting to achieve success in sport, this was vital in my quest to become a stronger athlete.

I enjoyed sport at the University not only because of the support but also because of the friendly staff at the gym who made visiting the gym a more pleasurable experience. The technical knowledge of the staff was immense, especially when they guided me through the benefits of core strength.

### Katharine Backhouse

#### Postgraduate Medical School PhD Student

Throughout the past five years spent studying at the University of Surrey, Sport has been a key part of my student experience. During my first week at University I went to the sports centre to try out some of the exercise classes and within a few weeks had started a part-time job there. It has been a great way to meet new people and has ensured that Guildford is now full of friendly familiar faces!

In addition to the social aspect, I have found taking part in sport has been an excellent way of reducing stress levels and UniSport has provided lots of opportunities to improve my fitness and generally have fun.

## Graduate Profiles

### Kirsten Lawton

#### BSc Psychology

The support I was given by the Elite Sports Programme and the Psychology Department has been invaluable in enabling me to combine my academic and sporting careers. Currently I am still trampolining and hoping to compete internationally again this year. I am also participating in a range of sports in an attempt to reach the required levels in each to become a stunt woman. It is good fun and gives me a goal outside of my sport. I am also coaching trampolining and learning French in college.

*Kirsten graduated with a 2.1 in Psychology. She was the only female British representative in trampolining to compete in the Athens Olympics. She has won numerous World Cups and team championships in synchronised trampolining and was the British Universities Sports Association Sportswoman of the Year in 2004.*

### David Jesson

#### Surrey graduate, now a Materials Science PhD Student

Archery is something that I always wanted to try out, but until I came to Surrey, I'd never had the opportunity. The club had all the equipment to get me started and provided coaching. When I decided to get my own equipment, various members helped me get the right bow. Now that I'm President I've tried to make sure that new members receive all the help and encouragement I received – including the warm welcome and the active social side that the club is known for.



# Your Future





You will be applying for your ideal job and you will want to be certain that you have that something 'extra'.

You will need to demonstrate an evolving knowledge of your chosen industry and a clear ability to think beyond boundaries.

Your postgraduate degree from Surrey will give you that cutting edge employers look for and make you stand out from the rest.

You've come this far, now take yourself further.



## Outstanding Employment Success

If one of your reasons for undertaking postgraduate study is to improve your employment prospects, then Surrey is the place to do it. Virtually all of our postgraduates are in employment after completing their programme, while significant numbers obtain positions as managers, administrators, professionals or associate professionals. In other words, not only do they get jobs relatively easily, they also obtain positions in line with their career ambitions and achievements in Higher Education.

### Professional recognition

Many of the postgraduate taught programmes lead to qualifications recognised by professional bodies. Most programmes, as well as some short courses, serve the purpose of professional development by building on students' prior experience in the workplace.

### Personal development

As well as maintaining academic excellence, Surrey is committed to developing your professional abilities and personal qualities to put you at the top of the employment scale. A strong commitment to programmes which encompass the development of vocationally relevant skills enables key areas such as project management, analysis and communication to be strengthened, in line with the demands of today's employers.

### Unrivalled links with industry

Partnership lies at the heart of the University's ethos: partnership with industry, commerce and the professions; partnership with other academic institutions; partnership with local government and community organisations.

This approach helps to develop our strong links with industrial partners in the local region and internationally. We have a strong enterprise culture which is based on exploitation of our research and intellectual property, supported by business incubators, Seed Corn funds and spin-off expertise linked to our Research Park.

### Final destination

The Careers Service conducts a survey of the Surrey graduate force every year in order to find out what they are doing. Below is a selection of careers that Surrey postgraduates have achieved:

- **Barclays Bank, Canary Wharf** – HR Director
- **BP, Sunbury** – Engineering Project Manager
- **Compass, Guildford** – Technical Architect
- **NHS Barts and the Royal London Hospital** – Associate Director Medical Education
- **Prison Service, Norwich** – Forensic Psychologist
- **Royal Academy of Dance, London** – Lecturer in Dance Studies and PhD
- **Science Museum, London** – Gallery Content Manager
- **Unilever, Athens, Greece** – Nutritionist



Robert Sackin

### The Careers Service

The Careers Service plays a major part in our employment success. Even if you have a specific career in mind when you choose your postgraduate study, we can help you to realise your ambitions in all sorts of ways. The Careers Service, with its highly experienced careers advisers, is open throughout the year to all existing and former students of the University. Services offered include:

- Career talks
- Career counselling
- Graduate Recruitment Fair
- Employer presentations
- Skills workshops
- Comprehensive information library
- Vacancy bulletins
- CV checking
- Career leaflets and information booklets
- Support after graduation – vacancy mailing list

For further information, please contact us.

T: +44 (0)1483 689001

E: [careers@surrey.ac.uk](mailto:careers@surrey.ac.uk)

<http://portal.surrey.ac.uk/careers>

### Postgraduate Skills Development Programme

The PGSDP is a structured University-wide programme of skills development and training opportunities for postgraduate research students. It encompasses opportunities delivered within individual Faculties and Departments, and also those delivered at University level through providers such as Information Services, IT Services, the Careers Service, the Language Centre and the Library.

The programme also works with local businesses to offer a range of employer-led events that cover career topics such as networking and making the most of your business contacts.

### Postgraduate Profile

#### Robert Sackin

#### Physics PhD

#### Patent Attorney

Initially I was attracted to doing a PhD in Physics at Surrey as the research subject that was offered allowed me to work in both theoretical and experimental science while using the broad background from my general engineering degree.

While working on my PhD, I enjoyed most analysing others work and writing-up this complex technical information in the concise form required by scientific papers and for my thesis. From this, I was able to decide which direction I wanted to take in my career path and subsequently I began to train as a patent attorney. Indeed, my background must have been of considerable help in this highly competitive field, as I got my first job as a trainee patent attorney within a week of applying.

I now work for Reddie & Grose who are a leading firm of UK patent and trademark attorneys. My work covers a broad spectrum of technical fields from electronics and telecommunications, to mechanical inventions through to business methods.

One of the aspects of my time doing my PhD that comes in most useful is the couple of months I spent working for Nippon Steel in Japan with one of my supervisor's international contacts. I was immersed in Japanese language and culture (the course I took in Japanese in the Surrey Language Centre came in useful!) and I am much more confident in dealing with my Japanese clients than I otherwise would have been.

Having a PhD from Surrey gave me a boost in the competitive field in which I now work and I would recommend a PhD to anyone who wants to explore different avenues before committing to a career.

# Your Course, Your Expertise





The right postgraduate programme for you will offer a hard-to-find combination of programme content, reputation and potential for future success. It will enhance your expertise and focus your ambitions.

All Surrey degree programmes are carefully crafted to ensure that they will sharpen your potential, provide you with a bold confidence and enable you to excel in your chosen career.

So discover a postgraduate programme that can really make a difference.

# School of Management

## Introduction

A top management school today has to be equipped for a highly competitive global marketplace. By offering a first class suite of programmes, it should meet the needs of students who cannot afford to settle for second best.

The School of Management is the knowledge-driven answer for students wanting to move forward. The School is part of one of the UK's leading professional, scientific and technological universities, constantly growing in influence, size and status, and offering a world class management education to a global audience. The world of management is a fast-changing one and the School seeks to ensure that both research and teaching anticipate, reflect and deliver tomorrow's needs today.

## Taught Programmes

The School provides internationally recognised undergraduate and postgraduate degrees across a broad range of business and management disciplines, with specialist fields including hospitality and food management, tourism management, retail management, marketing, and healthcare management, as well as a series of well-regarded Master of Business Administration (MBA) programmes, including specialisms in Hospitality, Retail and Tourism (subject to validation).

## Research

To complete the portfolio, the School also offers doctoral research degree programmes, Doctor of Business Administration (DBA) and PhD.

Research and teaching activity within the School is divided into three Divisions with the following priorities:

### Division of Management

- Accounting and Financial Management
- Organisational Behaviour and Human Resource Management
- Operations Management and Health Systems Management
- Management Information Systems

### Division of Business Development

- Entrepreneurship
- International Management and Strategic Management
- Marketing
- Retail Management

### Division of Hospitality and Tourism

- Hospitality and Food Management
- Tourism Management

The School has a distinguished record of high quality research which includes both theoretical studies to advance the conceptual base of its research areas and applied research commissioned by clients in the UK and overseas. It makes a major contribution to business competitiveness in one of Europe's most prosperous regions, with its efficient turnaround of large-scale research projects and delivery of cost-effective solutions.



## Location

Positioned at the centre of the University of Surrey's safe, friendly and vibrant campus, the School of Management is surrounded by playing fields, gardens and a lake. It is also at the heart of England's South East region – an area that would be the 22nd largest economy in the world based on GDP, with more than 4700 foreign-owned companies and the leading location for European headquarters of multinational companies (source: SEEDA). The South East is also the capital of the UK's pharmaceutical, information and communication technology, bio-tech and healthcare, aerospace, defence and environmental industries. The School, along with the University, is a forceful driver in the region's thriving economy.

## Facilities

The School is housed within the new state-of-the-art School of Management building. Also situated within the building is the Lakeside Restaurant which, as well as being operated as a professional, fully functioning business, has kitchens which are a fundamental part of the School's hospitality programmes.

Along with its outstanding staff group committed to management education, the School prides itself on its high teaching standards, research excellence, employment record, international reputation and flexible teaching methods. On top of all this, the School boasts learning resources which are second to none. These include well-equipped computer laboratories and dedicated high quality seminar rooms.

The School of Management really does offer a world class management education to an international community.

## Key Facts

- First business school in the world to hold simultaneous accreditation by the Association to Advance Collegiate Schools of Business, by the Association of MBAs (for the Surrey MBA programme) and by the United Nations World Tourism Organization (for its Tourism programmes)
- Forty years of experience in teaching and researching a broad spectrum of management disciplines within the School
- Excellent links with industry and a strong entrepreneurial focus throughout all of our programmes, offering a unique and stimulating learning experience
- Excellent rating for teaching and flexible teaching methods, making many of the School's programmes accessible to individuals in full-time employment or based overseas
- School of Management graduates among the most sought after in the UK, with Surrey consistently topping lists of graduate employment
- Staff and students from around the world create a truly international environment for study and research
- Based in an award-winning, purpose-built building with state-of-the-art facilities

# Accounting and Finance

## Factfile

### Typical entry requirements

Applicants should usually hold a Bachelors degree (UK Lower Second/2.2 or above) or equivalent qualification from a recognised British or overseas university in a subject related to this MSc. If an applicant's first degree is not in a subject related to this MSc, applicants should have at least one year's relevant work experience to be considered for entry to this programme. Every applicant is assessed individually on their own merit. Higher level professional qualifications may also be accepted.

If English is not your first language you will be required to have taken an English language test and achieved a score of either TOEFL 550 or above, IELTS 6.0 or above, or Cambridge Advanced Certificate in English Grade C or above. This test must have been taken within two years of the programme start date. The School also assists students whose first language is not English through close cooperation with the University's Language Centre.

### Programme length

12 months full-time, up to 24 months part-time or distance learning

### Planned intake

75

### Start dates

Full-time: September

Distance learning: rolling intake

### Professional recognition

The School of Management is accredited by the Association to Advance Collegiate Schools of Business (AACSB). Surrey is the only university offering a Financial Services Management programme at Masters level that is recognised by the *ifs* School of Finance (formerly the Chatered Institute of Bankers).

### Programme Director

Mr Andrew Mason

## Contact Details

### For general enquiries:

T: 0800 980 3200 or +44 (0) 1483 681681

E: [pg-enquiries@surrey.ac.uk](mailto:pg-enquiries@surrey.ac.uk)

### For admissions enquiries:

T: +44 (0)1483 686300

E: [somadmissions@surrey.ac.uk](mailto:somadmissions@surrey.ac.uk)

[www.som.surrey.ac.uk](http://www.som.surrey.ac.uk)

## MSc/PGDip/PGCert

### Financial Services Management

You will acquire a comprehensive understanding of the financial services industry from the perspective of the provider of financial services and their clients.

You will learn how the financial sector operates and how the flow of funds from individuals to businesses is facilitated from the viewpoint of both the 'buyer' and 'seller' of financial products, and reflect on the decisions made by parties involved in these transactions.

The programme of study includes a comprehensive review of the main financial products and markets balanced with some general business and marketing skills which are essential to financial services management. Contemporary issues and future strategies within the financial services sector are analysed.

The programme is recognised by the *ifs* School of Finance and students on the full-time programme are registered as *ifs* student members.





## Module Overview

This programme consists of seven compulsory modules, one module from a range of four elective modules, and a dissertation.

### Compulsory Modules

#### Financial Accounting

The focus of this module is the understanding and use of financial information as shareholders, stakeholders and potential investors. Concentrating on the principles and practices of accounting, it also takes modern concerns about risk and ethics into account.

#### Financial Services Management 1: Products and Characteristics

This module introduces the various products offered by financial services providers, developing students' understanding of the financial markets from the perspective of the seller of financial services.

#### Financial Services Management 2: Contexts and Customers

This module introduces the financial services environment and consumer behaviour and will develop a comprehensive understanding of the financial markets from the perspective of the buyer.

#### Financial Services: Personal Logbook

This module is designed to provide future managers in the fast-changing financial services industry with the attitudes and skills necessary for successful professional development.

#### Foundation of Finance: Finance and Investments

This module develops finance for those interested in the 'buy-side' of securities (suppliers of capital such as individuals and pension plans) rather than the 'sell-side' of securities (demanders of capital such as corporations and governments), providing a complete introduction to financial theory.

#### Marketing

This module is designed to provide a comprehensive framework for understanding marketing at both strategic and operational levels within various contexts. You will explore the contribution that marketing can make to successful businesses.

#### Research Methods

Introducing the process of research project formulation and the key elements of research design, this module prepares students to design and carry out research for their dissertation in a systematic and scientific manner.

### Elective Modules

#### Derivative Securities

This module is designed to develop a practical understanding of the valuation and use of derivative securities that are used by corporate and personal clients of the financial services industry.

#### E-business

This module identifies contextual influences and industry developments in e-business, as well as mapping various business models and analysing how the electronic platform can transform businesses.

#### Investment Management

The module examines the various stages of investment management. Consideration is made at each stage of who makes the decisions and what those decisions are based upon.

#### Project Management

This module develops a practical understanding and ability to plan and manage a small to medium-sized project to its successful conclusion. It encourages the ability to think across management disciplines.

#### Dissertation

This is a key part of the programme of study, allowing students the opportunity to study a finance or financial services topic in depth.

## A Centre of Excellence for Financial Services

The School of Management has taught finance within its undergraduate degree programmes for several years, while the *ifs* School of Finance (formerly the Chartered Institute of Bankers) has been a provider of choice for financial learning across the financial services sector in the UK and overseas for many years. Together, we have designed a programme that will position you to take on the challenges of working in the financial and investment sectors.

Top reasons to study at Surrey:

- The School of Management has an excellent, well-established, worldwide reputation and is accredited by the Association to Advance Collegiate Schools of Business (AACSB)
- A programme designed to match industry needs
- A vibrant learning community with other students who are also interested in a career in the financial services sector
- Innovative structure and content
- Integrated technology to enhance the learning experience
- High employability rate of our graduates
- Experienced teaching staff
- Excellent career prospects
- We are the only university offering a Financial Services Management programme at Masters level that is recognised by the *ifs* School of Finance

## *ifs* School of Finance

The *ifs* School of Finance is a registered charity incorporated by Royal Charter. It provides financial education to financial services professionals the world over, and to consumers in the UK.

It also provides a range of continuing professional development (CPD) services through membership, and executive education through masterclasses, seminars and prestige lectures.

It works closely with the financial services industry to provide tailored learning for some of the world's best-known financial services providers.

The *ifs* core value is 'winning'. It wants to empower its customers to 'win', whether they are individuals, through the greater choice and control they gain over their careers and lives, or corporate customers, through the enhancement of their staff's performance and expertise.

The *ifs* sponsors a prize for the Best Personal Development Log Book and a prize for the Best Dissertation Project from students on this programme.

## Staff Profile

### Andrew Mason

Andrew Mason has more than 20 years' hands-on experience in the financial sector, in investment management and investment banking. This includes positions as Economist and Investment Strategist at leading investment banks Nomura and Citicorp. He was a top performing investment manager ranked by WM (UK) and Lipper (US). Andrew was also Head of Equities at the Philips pension fund, one of the largest in Europe, and has experience of asset allocation and specialist mandates including hedge funds and private equity. Research interests include equity investment styles, performance measurement, asset allocation, mutual funds and hedge funds.

## Staff Profile

### Professor Frank Skinner

Professor Frank Skinner has worked at universities in the US, UK and Canada. He has published books and articles in leading academic and practitioner journals on topics related to interest and credit risk including the *Journal of Banking and Finance*, *The Journal of Financial Research*, *Journal of Fixed Income*, and the *Financial Analysts Journal*. His research interests include interest rates and credit, repurchase agreements and financial markets.

## At the Cutting Edge of Research

The Finance and Financial Management Research Group conducts research into corporate finance, corporate governance and economics. Specific areas of interest within the Group include:

- Corporate governance
- Corporate finance
- Corporate development strategies
- Emerging capital markets
- International accounting issues
- IPO and earnings management
- Investment management
- Transitional economies
- China business and economic studies
- Foreign direct investment
- Real estate finance and economics

Members of the Group are drawn from a variety of academic and practitioner backgrounds, creating a diverse pool of knowledge and expertise and informing the University's academic programmes.

Much of our work is published in the leading business and management journals and presented at international conferences. We receive funding from research councils (ESRC/EPSC), the Advanced Institute of Management (AIM), research charities such as Leverhulme, the EU and major businesses and public-sector bodies. We are proud of our ability to produce work that is at the cutting edge of management knowledge, but is also of immense practical importance to the organisations and businesses with whom we collaborate.

## Personal Development Planning (PDP)

Throughout your programme, you will be supported in developing research and communication skills through a range of resources and activities.

Each postgraduate student is provided with:

- A PDP logbook that encourages you to record and reflect on your personal development, especially in relation to research and communication skills
- A personal tutor who is available to discuss and support personal development needs
- A dissertation supervisor who provides detailed guidance and support to the individual student on the development of their research and communication skills
- Access to support in skill development in academic English, including workshop sessions and support during the writing of the dissertation

## Career Opportunities

This prestigious dual-award programme has been specially designed to help provide graduates with a head start in their search for employment. The School of Management has a proven track record of graduate employment and, having completed their Masters programme, graduates will be eligible to become an Associate of the *ifs* School of Finance (Aifs). Knowledge gained from the programme, combined with Aifs status will equip you with all the tools to succeed in the highly demanding and competitive financial services industry.

## After Your Degree

The Surrey experience does not end with your degree. You will have developed friends and contacts in many different countries and industries. Many Surrey graduates are now captains of industry and can be found in every part of the world and in all sectors of the economy. This network is likely to last a lifetime and support your career development over a sustained period.

You will also be eligible to become a member of the alumni organisation SIGNET (the Surrey International Graduate Network). SIGNET members remain actively in touch with each other via the quarterly newsletter, the membership list and social events organised by the Committee.





Gunnhildur Jónsdóttir

## Student Profile

**Gunnhildur Jónsdóttir**

### **MSc Financial Services Management**

After ten years of working in the IT sector I decided to go back to school in order to develop my career further. I selected the MSc course in Financial Services Management at the University of Surrey as it promised to give a good general coverage of management science mixed with more specific financial topics.

The University has lived up to my expectations. Learning facilities are good and the teachers are experienced and knowledgeable in their subject; they are also very approachable. The student body is truly international which has given me a great opportunity to get to know people with different backgrounds and gain insights into different perspectives on the world. The balance between core managerial subjects such as marketing, corporate strategy and accounting and the more specialised options for financial services was just right.

Overall, the year at Surrey was an enjoyable experience and has given me a good basis for further career development. The hard work has totally been worth it!

## Keeping Up with the Fast-moving World of Business

The University of Surrey can provide top quality executive education to keep business leaders at the forefront of knowledge.

The continuously changing global marketplace requires those in management and leadership roles in the financial sector to continually develop their knowledge and skills. Management and leadership research is evolving and growing and there is a need for practising managers and leaders to engage with that knowledge, to develop their craft and reflect upon those changes.

The School has strong links with business and industry which bring mutual benefits, reinforcing the link between theory and professional practice. We have developed a strong reputation in working with large international corporations, business start-ups and small to medium-sized enterprises, public and governmental institutions, through to not-for-profit and charitable organisations. Knowledge transfer can bring valuable and measurable benefits to companies and individuals willing to question accepted wisdom and current practice.

# Accounting and Finance

## Factfile

### Typical entry requirements

Applicants should usually hold a bachelors degree (UK Lower Second 2.2 or above) or equivalent qualification from a recognised British or overseas university in a related subject including Accountancy, Finance, Economics, Business Administration, Management, Mathematics, Physics, Science and Engineering. If an applicant's bachelor degree is not in a subject related to this MSc, some relevant work experience would be an advantage. Each applicant is assessed on their own merit; higher level professional qualifications may also be accepted. Candidates for whom English is not their first language will normally be required to have taken an English language test and achieved a score of at least TOEFL 575, at least IELTS 6.5, or Cambridge Advanced Certificate in English Grade B or above. This test must have been taken within two years of the programme start date. The School assists students whose first language is not English through close cooperation.

### Programme length

12 months full-time, 24 months part-time or distance learning

### Planned intake

50

### Start dates

Full-time: September  
Distance learning: rolling intake

### Professional recognition

The School of Management is accredited by the Association to Advance Collegiate Schools of Business (AACSB).

### Programme Director

Dr Jean Chen

## Contact Details

### For general enquiries:

T: 0800 980 3200 or +44 (0)1483 681681  
E: pg-enquiries@surrey.ac.uk

### For admissions enquiries:

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E: somadmissions@surrey.ac.uk  
[www.som.surrey.ac.uk](http://www.som.surrey.ac.uk)

## MSc/PGDip/PGCert

### International Financial Management

Managing finance and business accounts is critical to the success of every corporation. The rise in importance and complexity of financial management in an international environment poses a great challenge for financial managers in multinational corporations.

New in 2008, this programme aims to meet the needs of future finance and accounting professionals in not only the financial sector but also other large international corporations. You will be provided with the theoretical framework and practical skills that finance and accounting professionals working in multinational corporations need in order to cope with an increasingly complex and global financial environment. The programme also provides a valuable foundation for those contemplating academic careers and further study in the applied finance and accounting field at PhD level.

An integrated approach consisting of finance, accounting and international business is taken so as to provide a coherent business view that explores the interrelationships between the various components of the programme.

The programme is distinctive in that it combines an international orientation with applied finance and accounting. The high level of international content draws on the School of Management's recent research activities and teaching strengths in this area. Further, the programme's wide international dimension includes emerging economies as well as Anglo-American and continental European contexts.

## Module Overview

This programme consists of six compulsory modules, two modules from a range of four elective modules, and a dissertation.

### Compulsory Modules

#### Principles of Accounting

This module is designed to give students a practical study of the basic principles and advanced knowledge of financial accounting systems used around the world, and addresses the major issues to be reformed.

#### Foundations of Finance

This module aims to provide a complete introduction to financial theory through a study of the problems of investing capital, specifically valuation of securities both as individual investments and their contribution to risk and return in a portfolio context.

#### Corporate Finance

The aim of this module is to provide a substantial course in corporate finance following the Foundations of Finance module. This exposure will help students understand some of the more difficult materials in corporate finance and also present corporate finance as the working of a number of integrated and powerful institutions.

#### International Finance and Financial Derivatives

The aim of this module is to provide students with an understanding of worldwide financial markets and the main types of securities traded in these markets, as well as how to use these securities to hedge risks in world financial markets.

#### Quantitative Methods in Economics

Finance is regarded as applied economics. A good grasp of quantitative methods in economics is essential for finance and accounting-related studies. This module is an introduction to the techniques of econometrics and the use of an econometric package.

#### Research Methods

Introducing the process of research project formulation and the key elements of research design, this module should prepare students to design and execute their research study for their dissertation in a systematic and scientific manner.

### Elective Modules

#### International Financial Reporting

This module builds on the Principles of Accounting module and aims to address issues that arise for complex business entities from both conceptual and technical angles within the context of International Accounting Standards and GAAP.

#### Econometrics

This module builds on the Quantitative Methods in Economics module. Asymptotically valid methods of estimation and hypothesis testing are introduced. Limited dependent variable and panel data models are also examined.

#### International Trade

This module equips students with knowledge of international business operation. Important trends in international trade will be analysed and an overview of the main theories of international trade will be provided.

#### International Corporate Governance

This module ensures that modern concerns about risk and ethics are taken into account and integrated into the accounting and finance being taught.



## Why Choose the MSc International Financial Management at the University of Surrey?

This new programme provides the theoretical framework and practical skills that finance and accounting professionals working in multinational corporations need in order to cope with an increasingly complex and global financial environment.

It also provides a valuable foundation for those contemplating careers or further academic study in applied finance and accounting fields leading to a PhD.

### Distinctive Features

- This innovative programme combines Accounting and Finance with applications in international business
- There are opportunities to develop skills in specialised areas through a wide choice of electives
- You will develop an international outlook
- We have high quality dedicated facilities in a research-led environment

### Keeping track of your progress

Each module is assessed by one or more of the following:

- Individual assignments (essays, case studies)
- Group presentations/assignments (practical problem-solving cases)
- Examinations (open or close book)
- Individually supervised dissertation

## Facilities, Equipment, Academic Support

The School of Management prides itself on its high teaching standards, research excellence, employment record, international reputation and flexible teaching methods and has an outstanding group of academics committed to education.

Throughout your time at Surrey you will have access to a range of services and support. The School is committed to developing your study skills through a variety of different teaching methods and tutorials. In addition, our learning resources are second to none.

You will work in the new state-of-the-art School of Management building which is wireless networked and has well-equipped computer laboratories, dedicated high quality seminar rooms and a 400-seat auditorium.

When students wish to relax and meet friends, the School offers a purpose-built student common room, its own coffee shop and the Lakeside Restaurant which operates as a professional business but is also a fundamental part of the School's hospitality management programmes.



Semester 1 4 Compulsory modules (60)	Semester 2 Compulsory and 2 Elective Modules (60)
Compulsory: Quantitative Methods in Economics (15) Research Methods (15) Principles of Accounting (15)* Foundations of Finance (15)	Compulsory: Corporate Finance (15)* International Finance and Financial Derivatives (15)*  Elective: International Financial Reporting (15)* Econometrics (15) International Trade (15) International Corporate Governance (15)*
Dissertation (60)	

## Staff Profile

### Dr Jean Chen

Dr Chen obtained a PhD in Economics from Lancaster University. Her research interests cover a wide range of topics in the area of financial economics and financial management, in particular, corporate finance and corporate governance. Jean serves on the editorial board for the academic journals *Corporate Governance: An International Review*, and *Corporate Ownership and Control*.

Jean has held academic posts in both UK and Chinese universities and worked in the banking sector. She has also provided short courses to professionals and academics alike for the UK Government, the EU, the Bank of China, the Central Bank of Nigeria, and private companies.

## Staff Profile

### Dr Dimitris Petmezas

Dimitris was educated at Aristotle's University (BA) and Durham University (MSc, PhD). He joined the School as a Senior Lecturer in Finance from Durham Business School. He has also worked in banking and as a stock market analyst.

Dimitris' main interests lie in mergers and acquisitions and corporate finance. His current research focuses on the impact of managerial agency costs on corporate investment and financing policy decisions.

He currently teaches the Financial Strategy and Financial Management programmes. He also supervises PhD students on research areas such as Information Uncertainty and Momentum Strategies.

### Staff Profile

#### Professor Frank S. Skinner

Professor Frank S. Skinner completed a PhD and a MBA in Finance from the University of Toronto and a BCom in Finance from Memorial University of Newfoundland in Canada. He has held full time appointments in Canada, the US and UK (University of Reading). *He is an associate editor for the International Review of Financial Analysis and The Journal of Bond Trading and Management.*

Frank currently teaches Financial Management, Financial Strategy, Managerial Accounting and Business Analysis programmes.

### Staff Profile

#### Professor Mike Geppert

Professor Geppert joined the School of Management at the University of Surrey in 2006. He studied Sociology at Humboldt University in Berlin, where he also did his PhD and worked during the 1990s. Mike was also a Reader in International Management Studies at the School of Business and Management at Queen Mary, University of London. At Queen Mary he also served as Director of the MA Programme in International Management.

His general research interests are in the areas of international management and organisation theory.

# International Business Management

## Factfile

### Typical entry requirements

Applicants should usually hold a bachelors degree (UK Lower Second/2.2 or above, or equivalent qualification) from a recognised British/overseas university. However, every applicant is assessed individually on their own merit. Higher level professional qualifications may also be accepted. Relevant work experience could be an additional benefit where applicants have not reached the standard entry requirements, although it is not an admissions requirement for this particular degree programme.

Candidates for whom English is not their first language will normally be required to have taken an English language test and achieved a score of either: TOEFL – 550 or above; IELTS – 6.0 or above; or Cambridge Advanced Certificate in English – Grade C or above. This test must have been taken within two years of the programme start date.

The School also assists students whose first language is not English through close cooperation with the University's Language Centre.

### Programme length

12 months full-time

### Planned intake

Up to 100

### Start date

September

### Professional recognition

The School of Management is accredited by the Association to Advance Collegiate Schools of Business (AACSB).

### Programme Director

Professor Mike Geppert

## Contact Details

### For general enquiries:

T: 0800 980 3200 or +44 (0)1483 681681

E: [pg-enquiries@surrey.ac.uk](mailto:pg-enquiries@surrey.ac.uk)

### For admissions enquiries:

T: +44 (0)1483 686300

E: [somadmissions@surrey.ac.uk](mailto:somadmissions@surrey.ac.uk)

[www.som.surrey.ac.uk](http://www.som.surrey.ac.uk)

## MSc/PGDip/PGCert

## International Business Management

The process of internationalisation together with continuous technology improvements, especially in the last three decades, have brought unprecedented flows of goods, services, labour and capital across national boundaries. World trade has become increasingly important, foreign direct investment is growing, and the competitive pressures on many industries and firms have intensified. There are big challenges for companies which operate internationally. They are becoming engaged in modes of business that are different from those they are accustomed to domestically. Therefore, it is important to develop a better understanding of how these multinational firms are managed and controlled.

This programme will enable students to understand how firms become and remain international in scope. They will learn to apply management theories and techniques important in an increasingly multinational business environment. New research findings, case studies and comparative perspectives on the management of internationally operating firms will help students to understand these issues in more detail, and that the local adaptation of business and management concepts developed elsewhere is crucial.

This programme aims to prepare students for careers requiring global business awareness and to develop skills required to work in internationally operating companies and organisations. It provides the students with many opportunities, both to apply the theoretical knowledge acquired during the modules, and to develop a more in-depth understanding of common problems emerging in an international business environment. It is especially suitable for those students interested in international trade, international business and management, international human resource management and marketing.





### Module Overview

This programme consists of seven compulsory modules, one module from a range of six elective modules, and a dissertation.

#### Compulsory Modules

##### Financial Management

The financial management module introduces students to a range of finance systems and processes. The topics covered include profit and loss account, balance sheet, cash flow statement, financial analysis, and trend and ratio analysis.

##### International Business Management

This module gives an overview of key topics in the areas of international business and international management. It pays special attention to issues such as globalisation, FDI theory and patterns, the role and importance of the multinational company (MNC), managing human resources within the MNC, and comparative studies of cultural and institutional influences on the management of MNCs.

##### International Trade

This module considers issues of international trade from the theory and policy perspective. In particular the module considers how these issues affect the behaviour of firms and the relationship between theory, practice and policy.

##### Managing Human Resources

This module provides a firm basic grounding in the 'people management' aspects of managerial roles. It draws on literature and theory from the fields of psychology, sociology, economics and political science. It provides a sound conceptual framework for the management of human resources within the organisation.

##### Marketing

This provides a comprehensive framework for understanding marketing at both strategic and operational levels within various contexts.

##### Research Methods

Introducing the process of research project formulation and the key elements of research design, this module should prepare students to design and execute their research study for their dissertation in a systematic and scientific manner.

##### Strategy

This module provides a holistic understanding of the most relevant theoretical approaches to strategy formulation, implementation and control, either in the context of a single-business organisation or a multi-business organisation.

#### Elective Modules

##### Consumer Behaviour

This module develops an understanding of the many variables that, through complex interaction, determine consumer choice behaviour.

##### E-business

This module identifies contextual influences and industry developments in e-business, as well as mapping various business models and analysing how the electronic platform can transform businesses.

##### International Human Resource Management

This module provides an understanding of the management of human resources in an international context, examining the political and economic factors which influence the decision-making processes of multinational organisations, and the way these affect HR strategies and policies.

Other elective modules include:

- Innovation Management
- International Business Investigations
- Marketing Research

## A Vital International Perspective for Managers

Why should you study International Business Management? In his 1996 book *The Future of Capitalism*, Lester Thurow argued that we were living in an era where 'anything can be made anywhere and everything can be sold everywhere'. There has never been a better time for you to acquire the global awareness needed to operate in such a world.

This programme helps you develop that global awareness through its examination of a number of key issues such as:

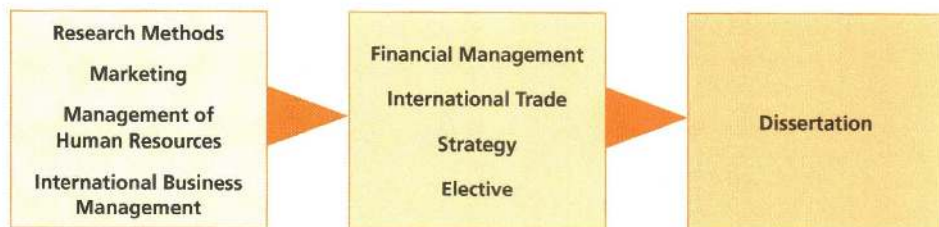
- The key changes that have taken place, that are taking place and that will take place in the international business environment.
- The nature of international firms and the challenges of managing them;

This is a programme which you will find both challenging and rewarding. Rosabeth Moss Kanter suggests that currently practicing managers and the managers of the future will face 'sweeping changes in the competitive landscape' and only those managers with the necessary skills, competencies and knowledge will be able to consistently add value to the organisations which will operate in this environment. This programme will make a contribution to your self-development along these lines.

## Teaching and Assessment

Teaching and learning in the School of Management and Law is a partnership between our students, our academic staff, our support staff and all our other stakeholders. Through this partnership, our intention is to create graduates who are professional, employable and effective members of society whose education provides them with options and choices about how they develop themselves further, both professionally and personally.

We trust, through engagement with their studies, our students will be inspired and motivated to become effective and independent learners who are able to realise their potential. Through our partnership, students will be given opportunities to show initiative and take responsibility for their own learning and self development. In taking advantage of these opportunities, our students will become articulate critical thinkers who are adaptive and flexible and international events and festivals.



## Facilities

The School of Management prides itself on its high teaching standards, research excellence, employment record, international reputation and flexible teaching methods.

Throughout your time at Surrey you will have access to a range of services and support. The School is committed to developing student's study skills through a variety of different teaching methods and tutorials. In addition, the School boasts learning resources which are second to none.

The School is housed within the new state-of-the-art School of Management building which is wireless networked and benefits from well-equipped computer laboratories, dedicated high quality seminar rooms and a 400 seat auditorium.

When students wish to relax and meet friends, the School offers a purpose-built student common room, its own coffee shop and the Lakeside Restaurant which, as well as operating as a professional fully functioning business, is utilised as a fundamental part of the School's hospitality management programmes.



Dr Mike Geppert

## Staff Profile

### Dr Mike Geppert

Dr Geppert is the Director of Surrey's new Research Centre for Comparative Studies on Organisational Learning in International Settings (COLIS).

He studied sociology, did his PhD and worked as a Lecturer in Organisational Sociology at Humboldt University in Berlin. Before joining Surrey, Mike was a Lecturer in Organisational Behaviour at the University of Wales in Swansea and a Reader in International Management Studies at Queen Mary University of London.

Mike's general research interests are in the areas of international management and organisation theory.

### Amy Tiwsakul

Lecturer in Marketing, Amy Rungpaka Tiwsakul previously taught at Royal Holloway, University of London.

She has published research into managerial, ethical and consumer issues in the product placement field. Her main research interests are product placement, entertainment marketing, promotional ethics and regulation, advertising, branding and experiential consumption, consumer research, and critical, qualitative and interpretive research approaches.

### Ayse Saka-Helmhout

Before joining the School of Management in 2007, Dr Saka-Helmhout worked as an Assistant Professor at the Department of International Business and Management, University of Groningen in the Netherlands as well as the Faculty of Business Administration at Mugla University in Turkey. Ayse's current research focuses on learning processes within multinational corporations.

## Leading Edge Research

The University of Surrey School of Management is a leading centre for research into business.

The Centre for Management Learning and Development (CMLD) conducts research which is academically rigorous and relevant to management practice.

Activities in the centre are concerned with understanding the processes which facilitate the learning, development, growth and transformation of individuals and the organisations of which they are a part.

Our research includes:

- Action learning - including critical reflection and enquiry, coaching and mentoring,
- Evidence-based practice in management - the role of research as a means of individual and organisational enquiry
- Meta-cognition - how managers may understand their own thought processes and how these impact upon behaviour in the workplace
- Transformative learning - including the application of NLP as a means of personal learning and transformation in social contexts





Fred Dubee



Eva Papachristopoulou

## Student Profile

### Fred Dubee

I arrived at Surrey as a rather mature student with a liberal arts background, with over three decades of international business experience and a demanding assignment at the United Nations. The year at Surrey imposed balancing full-time studies, a fair amount of research with a rather heavy agenda of international commitments which filled most short and long breaks - so there was a great deal of learning to deal with priorities while ensuring full participation in classes, the quality of academic work and the on-time submission of assignments.

"The Surrey MSc in International Business Management programme of studies, the rigours of academic research and the chance to work and learn with an eclectic array of professors and students has been invaluable in shaping my abilities to contribute more effectively as I continue to work with the United Nations Global Compact.

The discipline and skills learned at Surrey have permitted me to present, lecture and publish. I have been invited by the University of Shanghai to teach a compulsory course on Business and Society in its MBA programme.

## Student Profile

### Eva Papachristopoulou

I was initially attracted to the University of Surrey for many reasons. Firstly, because of its impressive reputation in Greece, among students and scientists. Secondly, my manager at my former workplace, who held a University of Surrey post-graduate degree, encouraged me to apply and was very enthusiastic about the effectiveness of the university's courses. Another reason was that the university has a very high employment rate and could enable me to achieve my goals and expectations.

My experience in Surrey has been one of the most amazing of my life! Most of all, I was impressed by the willingness and kindness of my lecturers to help me and other students with any queries we might have had. Moreover, I enjoyed the team work and projects which I found extremely educational and challenging. I also enjoyed living here, as the campus is fantastic. It offers a variety of activities and all the people are very friendly.

The University has opened up many opportunities for me. I believe it has given me all I need to become a successful international business manager.

# Master of Business Administration (MBA)

## Factfile

### Typical entry requirements

A bachelors degree (UK Lower Second/2.2 or above) or equivalent qualification from a recognised British/overseas university is required and a minimum of three years' professional work experience post-graduation with some managerial responsibilities. If you do not have a degree but hold a relevant professional training qualification with a minimum of six years' managerial work experience, you may be eligible through the mature entry scheme. If your native language is not English, you must take a TOEFL or IELTS test for language proficiency, and achieve a score of either TOEFL 575 or above, IELTS 6.5 or above or Cambridge Advanced certificate in English grade B or above.

### Programme length

12 months full-time, 24 months part-time

### Planned intake

Up to 30 (stream intakes may vary)

### Start dates

September full-time

September and January part-time (evenings and weekends)

### Professional recognition

The MBA programme is accredited by the Association of MBAs (AMBA).

The School of Management is accredited by the Association to Advance Collegiate Schools of Business (AACSB) and the World Tourism Organization (UNWTO) giving an assurance that it is amongst the best in the world.

### Programme Director

Dr Sonia el Kahal Maclean

## MBA/PGDip/PG/Cert

## Master of Business Administration (MBA)

The overall objective of the University of Surrey MBA programme is to develop business leaders with vision, knowledge, creativity, skills, ethics and entrepreneurial ability. The programme is suitable for individuals in the private or public sectors who wish to accelerate their career prospects into senior management or change their career, seeking senior positions in other industries.

The philosophy of the Surrey MBA is to develop future managers, capable of leading effectively in a business environment of complexity and change, through the application of sound business understanding, critical reflection and high-level leadership, communication and collaborative skills.

You will be encouraged to reflect and build upon your previous experience and should integrate the experience with more advanced knowledge, understanding and skills that are central to effective leadership at middle and senior management level in your chosen industry.

To make sure you gain this vital mix of detailed knowledge, sharper skills and enriched experience. We focus on developing key areas of understanding of contemporary issues in business and management and how organisations and people are managed and develop amid diverse contextual forces. You will explore dynamic and stakeholder-focused business policy and strategy and learn how to use a range of business research methods.

## Contact Details

### For general enquiries:

T: 0800 980 3200 or +44 (0)1483 681681

E: [pg-enquiries@surrey.ac.uk](mailto:pg-enquiries@surrey.ac.uk)

### For admissions enquiries:

T: +44 (0)1483 686300

E: [somadmissions@surrey.ac.uk](mailto:somadmissions@surrey.ac.uk)

[www.som.surrey.ac.uk](http://www.som.surrey.ac.uk)



## Module Overview

This programme consists of six compulsory modules, one core elective module from a choice of four, one elective module from a choice of four, one integrative action case and business simulation module and an individual business research project

### Compulsory Modules

- Financial Management
- Managing Human Assets
- Marketing and Business Planning
- Production and Operations Management
- Research in Management: Quantitative and Qualitative Methods
- Strategic Management: A Global Context

### Integrating Elective Modules

- Entrepreneurship and Creativity
- Intuition in Management Practice
- Enterprise Information Management
- Product and Service Innovation
- Strategic Change Management

### Core Elective Modules

- Financial Strategy
- Management and Organisational Learning and Development
- Project Management
- Relationship Marketing

## Why choose the Surrey MBA?

Our programmes have many distinctive features that will be of direct benefit to you, and give you a competitive edge. These include:

- A strong leadership and entrepreneurial focus
- Action learning with contemporary and 'live' management issues to resolve
- Complex interactive business simulation
- Managerial competence in a variety of applied skills
- Decision-making and risk analysis

- Unique team learning experience through team consulting projects
- Small study groups
- Integrative assessment
- Business research project in a chosen company
- Opportunity to develop skills in specialised areas through a choice of elective modules
- Web-based e-learning and e-library environments

## Other Surrey MBA Programmes

### MBA (Hospitality)

The School has an international reputation for excellence in teaching and researching management in the hospitality industry. It has the oldest endowed chair in hospitality – the Forte Professorship of Management. This programme includes hospitality-specific modules and business cases alongside the generic MBA modules.

### MBA (Retail)

This new programme draws on the School's extensive retail management education experience. Staff are actively involved with industry and practitioners through consultancy projects, executive classes, speaking at industry conferences and events, and supplying media commentary. This programme has been developed for retail managers to meet the changing demands of their industry. On this programme you study retail-specific modules alongside the generic MBA modules.

### MBA (Tourism)

The University of Surrey has been consistently rated as having one of the best Tourism in the UK by *The Guardian*. The School of Management is accredited by the World Tourism Organization (UNWTO), a specialised agency of the United Nations. Students on this programme study tourism-specific modules alongside the generic MBA modules.



## Compulsory Modules

### Financial Management

This module provides both a theoretical and practical understanding of the principles governing financial management of a business. It will equip students with the ability to evaluate financial performance and needs, identifying possible sources of finance and determining the most effective way to obtain it.

### Managing Human Assets

This module gives an understanding of the role and function of human resources management and the link between corporate and functional HR strategies. Students will develop practical skills for applying human resource principles and policies in the workplace.

### Marketing and Business Planning

This module delivers a set of concepts and practices based upon the ways in which companies interface with different markets in the context of a planned set of business interventions. It will provide an understanding of the principles and practice of the current implementation of marketing strategies within business.

### Production and Operations Management

This module provides a theoretical and practical understanding of how operations can be managed strategically in light of external and internal conditions and requirements. Conceptual and analytical frameworks will be applied to operations management, operations strategy, service and product quality, innovation and human resource policies.

### Research in Management: Quantitative and Qualitative Methods

This module provides knowledge and skills in both quantitative and qualitative research techniques. It will help students develop critical thinking and an ability to evaluate and select approaches from a range of research methodologies to identified issues.

### Strategic Management: A Global Context

This module draws from business strategy, international business management, corporate ethics and governance, and business law. It will develop knowledge and practical skills in the design and implementation of corporate strategies in the increasingly competitive global marketplace.

## Integrating Elective Modules

(select one out of five)

### Entrepreneurship and Creativity

This module introduces students to the concept of entrepreneurship and showing how it is possible not only to develop more personal entrepreneurial capability but how to create enterprise cultures in organisations within both economies and regions. The module is based on a sound understanding of both theory and practice.

### Intuition in Management Practice

This module allows students to understand, explain, analyse, evaluate and apply intuition in the workplace. Managers often use intuition when making decisions and solving problems but management education and training does not often explicitly acknowledge the importance of intuition in professional management practice.

### Enterprise Information Management

This module gives practicing and future managers a full understanding of the development, position and role of enterprise information management (EIM) within firms and strategy, and the use of Enterprise Resource Planning systems (ERP) to achieve excellent EIM.

### Product and Service Innovation

This module provides a framework for successful innovation management based on the core competencies an organisation must develop to create highly valued products, processes and services.





### Strategic Change Management

This module provides students with an understanding of the concept of strategic change management. They will also gain a broad, multidisciplinary approach to managing an organisation's development and implementing strategies when confronted with change. The aim is to ensure that the company meets its objectives.

## Core Elective Modules

(select one out of four)

### Financial Strategy

This module provides students with both theoretical and practical understanding of how financial strategy can be formulated. They will develop an in-depth understanding of corporate finance theories, and practical awareness of how these theories are applied to the real business world. It also introduces financial risk management.

### Management and Organisational Learning and Development

This module gives students a critical understanding and appreciation of a number of theories of learning and development and of the ways in which these link with other aspects of management and organisation. They will also develop problem-solving techniques and a critical understanding of the significance of learning.

### Project Management

This module helps students put into practice their theoretical knowledge of project management. The focus will be on modern, business projects which often involve multiple partners and have conducted as dispersed teams. It will give individuals who are interested in learning more about this discipline the opportunity to apply their theoretical knowledge to 'real' projects.

### Relationship Marketing

This module shows how the relationship cycle is at the foundation of the process of customer relationship management. Reward schemes and other relationship-building systems will be considered, along with the role of social responsibility, service and quality management.

## MBA Individual Business Research Project

This is a central component of the MBA programme, requiring students to conduct a focused, systematic investigation of a business problem or business-related question. These business research projects are a key integrative element of the programme in which students are required to demonstrate a capacity for synthesising concepts from different disciplines and apply them to a critical analysis of a business problem.

## Action Case and Business Simulation

This challenges students to improve their understanding of the complex interrelationship between theory and practice, exploring the extent to which theoretical models developed in the core modules can be applied in practical situations. They will explore how organisations know and apply theoretical perspectives, as well as examine the validity of some of the models that have been applied in the real world. There are two elements to this approach: a complex computer-based interactive business simulation and a series of real-life cases provided by external business contacts.



## MBA Residential

Students will undertake a weekend residential course focusing on leadership skills, negotiation skills and diplomacy, cross-cultural communications, consultancy skills and career coaching.

## International Study Trip (Optional)

This normally runs over one or two weeks during the spring or summer break. Students can broaden their horizons through various academic seminars, industrial visits and meetings with local businesses. In 2005–06 students chose to work in small teams and conduct a consultancy in a European country of their choice. In 2006–07 students attended a two week-long Summer School in a European university, alongside its MBA students.

## Accreditation

The School of Management is unique as the only business school in the world to hold simultaneous accreditation from the Association to Advance Collegiate Schools of Business (AACSB), the Association of MBAs (AMBA) and the United Nations World Tourism Organization (UNWTO).

### AACSB

The AACSB is an international body which assesses business schools on the quality of their programmes and operational management. This represents the highest standard of achievement for business schools worldwide. Institutions that earn this award confirm their commitment to quality and continuous improvement through rigorous and comprehensive peer review.

AACSB international accreditation assures students and stakeholders that business schools:

- Manage resources to achieve a vibrant and relevant programme of studies
- Advance business and management knowledge through faculty scholarship
- Provide high calibre teaching
- Cultivate meaningful interaction between students and well-qualified staff
- Produce graduates who have achieved specified learning goals

## Graduate Profile

### Vishvesh Pathak

#### Surrey MBA Graduate 2006

My class was a rare combination, being truly international. It represented almost 15 countries between just 40 classmates and tutors. The main advantage was created by the diversity of different qualifications, experience, cultures and languages in the learning process. At the end of the course, it created lifelong relationships like brothers and sisters or business partners.



## AMBA

Accreditation by the AMBA is widely recognised as the global standard for MBA programmes. The association has acted as an advocate for MBA programmes around the world since 1967 and assesses business schools and their post-experience management programmes against rigorous criteria. These include:

- A clear strategy and mission, explicitly expressed and regularly updated. It will have a clear understanding of the market for its products
- Staff who are credible in terms of their academic qualifications, their ability to teach business at postgraduate level, the quality of their research and the extent of their business contacts and consultancy activities

As the MBA is a post-experience, postgraduate degree, students admitted onto an accredited MBA must have a minimum of three years' work experience, with the average around five years' experience.

## UNWTO

The School of Management has a long association with the tourism industry and a worldwide reputation for excellence. It was the first institution in the UK to receive UNWTO TedQual certification for both its undergraduate and postgraduate Tourism programmes.

The University of Surrey holds the chair of the UNWTO Education and Science Council, and is a designated depository for the UNWTO publications.

## Graduate Profile

### Tosin Ogunkunle

#### MBA Graduate 2006

Perhaps the most remarkable period in my academic pursuit was when I came to the UK from Nigeria in September 2005 for an MBA at the University of Surrey. The 12-month full-time programme provided me with a truly unique experience that was rich in international experience through my close interactions with peers from 11 different nationalities in a class of 22 students. The compact size of the class no doubt facilitated the quick turnaround of feedback from lecturers and the overall quality of learning.

The facilities at Surrey are also a great resource for students. We could take advantage of the latest in technology to facilitate the learning process, lectures were taught by seasoned researchers with the aid of peer-reviewed journals, case studies and international field trips. The knowledge acquired was then demonstrated through business simulation cases. This brings a great deal of expertise, hands-on experience and variety to the taught modules.

Whilst the curriculum is set up to teach the essentials of business and management, it also allows students to explore their interests with elective modules. In particular, this greatly helped in enriching my knowledge and understanding of cutting-edge practices in my professional field of expertise. It is no surprise that the school earned itself a series of international accreditations such as the AACSB and AMBA during the period of my studentship.

My experience ultimately led to a distinction in the MBA programme and a scholarship to pursue a PhD that may not have been realised without the skills I gained whilst at Surrey.



# Master of Business Administration (Hospitality)

## Factfile

### Typical entry requirements

A bachelors degree (UK lower second/2.2 or above) or equivalent qualification from a recognised British or overseas university is required and a minimum of three years, professional work experience in the hospitality industry post-graduation with some managerial responsibilities. If you do not have a degree but hold a relevant professional training qualification with a minimum of six years managerial work experience in the hospitality industry, you may be eligible through the mature entry scheme. If your native language is not English, you must achieve a score of either TOEFL 575 or above, IELTS 6.5 or above or Cambridge advanced certificate in English grade B or above.

### Programme length

12 months full-time

### Planned intake

Up to 20 (stream intakes may vary)

### Start date

September

### Professional recognition

The MBA programme is accredited by the Association of MBAs (AMBA).

The School of Management is accredited by the Association to Advance Collegiate Schools of Business (AACSB) and the World Tourism Organization (UNWTO), giving an assurance that it is amongst the best in the world.

### Programme Director

Dr Sonia el Kahal Maclean

## Contact Details

### For general enquiries:

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### For admissions enquiries:

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[www.som.surrey.ac.uk](http://www.som.surrey.ac.uk)

## MBA/PGDip/PGCert

### Master of Business Administration (Hospitality)

With more than 40 years' experience, the University of Surrey has a long-standing reputation for excellence in the hospitality industry. The strengths of the specialist MBA in Hospitality lie in the quality of the teaching staff, positive industry links and research within the sector.

Surrey has the oldest endowed chair in hospitality, the Forte Professorship of Management, as well as one of the most recent, the International Travel Catering Association (ITCA) Chair of Production and Operations Management.

Coordinating the hospitality-specific MBA modules are Professor Andrew Lockwood (Forte Chair), Professor Peter Jones (ITCA Chair) and Dr Angela Roper (Savoy Educational Trust Senior Lecturer). They lead an internationally recognised team of expert teachers and researchers in this field.

The academic team has produced more than 50 textbooks used throughout the world to teach hospitality. Members also regularly publish in major research journals. Since 1999 the School has edited and produced its own journal – *Tourism and Hospitality Research: The Surrey Quarterly Review*.

The School of Management is proud of its extensive global alumni network. It includes individuals working at a senior level in government, hotels, restaurants, contract catering and airlines. Hospitality academics are involved in advising a wide range of organisations such as governments, multinational companies and professional associations.

This programme consists of four compulsory modules, two compulsory hospitality modules, one elective module from a choice of eight, one integrative action case and business simulation module and an individual business research project.





### Compulsory Modules

- Financial Management
- Managing Human Assets
- Marketing and Business Planning
- Research in Management: Quantitative and Qualitative Methods

### Compulsory Specialised Hospitality Modules

- Hospitality Operations Management
- Strategic Management of International Hospitality Companies

### Elective Modules

(select one out of eight)

- Entrepreneurship and Creativity
- Intuitive Management
- Management Information Systems and Strategies
- Strategic Change Management
- Financial Strategy
- Management and Organisational Learning and Development
- Project Management
- Relationship Marketing

### MBA Individual Business Research Project in Hospitality

### Action Case and Business Simulation in Hospitality

### MBA Residential

### International Study Trip (optional)

## Why choose the Surrey MBA?

Our programmes have many distinctive features that will be of direct benefit to you, and give you a competitive edge. These include:

- A strong leadership and entrepreneurial focus
- Action learning with contemporary and 'live' management issues to resolve
- Complex interactive business simulation
- Managerial competence in a variety of applied skills

- Decision-making and risk analysis
- Unique team learning experience through team consulting projects
- Small study groups
- Integrative assessment
- Business research project in a chosen company
- Opportunity to develop skills in specialised areas through a choice of elective modules
- Web-based e-learning and e-library environments

## Other Surrey MBA Programmes

### MBA

The overall objective of the University of Surrey MBA programme is to develop business leaders with vision, knowledge, creativity, skills, ethics and entrepreneurial ability. The programme is suitable for individuals in the private or public sectors who wish to accelerate their career prospects into senior management or change their career, seeking senior positions in other industries.

### MBA (Retail)

This new programme draws on the School's extensive retail management education experience. Staff are actively involved with industry and practitioners through consultancy projects, executive classes, speaking at industry conferences and events, and supplying media commentary. This is for retail managers to meet the changing demands of their industry. On this programme you study retail-specific modules alongside the generic MBA modules.

### MBA (Tourism)

The University of Surrey has been consistently rated as having one of the best Tourism departments in the UK by *The Guardian*. The School of Management is accredited by the World Tourism Organization (UNWTO), a specialised agency of the United Nations. Students on this programme study tourism-specific modules alongside the generic MBA modules.

## Compulsory Modules

### Financial Management

This module provides both a theoretical and practical understanding of the principles governing financial management of a business. It will equip you with the ability to evaluate financial performance and needs, identifying possible sources of finance and determining the most effective way to obtain it.

### Managing Human Assets

This module gives an understanding of the role and function of human resources management and the link between corporate and functional HR strategies. You will develop practical skills for applying human resource principles and policies in the workplace.

### Marketing and Business Planning

This module delivers a set of concepts and practices based upon the ways in which companies interface with different markets in the context of a planned set of business interventions. It will provide an understanding of the principles and practice of the current implementation of marketing strategies.

### Research in Management: Quantitative and Qualitative Methods

This module provides knowledge and skills in both quantitative and qualitative research techniques. It will help you develop critical thinking and an ability to evaluate and select approaches from a range of research methodologies to identified issues.

## Compulsory Specialised Hospitality Modules

### Hospitality Operations Management

This module offers the approaches, tools and techniques required to manage international hospitality operations and to increase awareness of the importance of the manager's role in the success of a hospitality business, from operations, multi-unit and strategic perspectives. You will develop an awareness and understanding of current developments in international hospitality operations.

### Strategic Management of International Hotel Companies

This module aims to identify the key strategic decisions facing senior managers of international hotel companies. It is based around answering four key questions about hotel companies: Why internationalise? What to internationalise? Where to internationalise? How to internationalise? It also includes an evaluation of how, once internationalised, hotel companies actually manage their global business.

## Elective Modules

(select one out of eight)

### Entrepreneurship and Creativity

This module introduces the concept of entrepreneurship, showing how it is possible not only to develop more personal entrepreneurial capability but how to create enterprise cultures in organisations within both economies and regions.

### Intuitive Management

This module helps you to understand, explain, analyse, evaluate and apply intuition in the workplace. Managers often use intuition when making decisions and solving problems but management education and training does not often explicitly acknowledge the importance of intuition.

### Management Information Systems and Strategies

This module gives both practising and future managers a full understanding of the development, position and role of information systems within companies and the strategy behind such services. Taking a broad but critical approach, we integrate views of technology with case studies and students' own experience.

### Strategic Change Management

This module furthers understanding of the concept of strategic change management. You will also gain a broad, multidisciplinary approach to managing



an organisation's development and implementing strategies when confronted with change. The aim is to ensure that the company meets its objectives.

### **Financial Strategy**

This module provides both theoretical and practical aspects of how financial strategy can be formulated with an in-depth understanding of corporate finance theories, and practical application in the business world. It also introduces financial risk management.

### **Management and Organisational Learning and Development**

This module offers a critical understanding and appreciation of a number of theories of learning and development and of the ways in which these link with other aspects of management and organisation.

### **Project Management: Managing 21st Century Projects**

This module helps you to put theoretical knowledge of project management into practice. The focus will be on projects which often involve multiple partners and are conducted as dispersed teams.

### **Relationship Marketing**

The relationship cycle is at the foundation of the process of customer relationship management. Reward schemes and other relationship-building systems will be considered, along with the role of social responsibility, service and quality management.

## **MBA Individual Business Research Project in Hospitality**

This is a central component of the MBA programme; students conduct a focused, systematic investigation of a business problem or business-related question. These business research projects are a key integrative element of the programme in which you must demonstrate a capacity for synthesising concepts from different disciplines and apply them.

## **Action Case and Business Simulation in Hospitality**

This explores the extent to which theoretical models developed in the core modules can be applied in practical situations. You will consider how organisations know and apply theoretical perspectives, as well as examine the validity of some of the models that have been applied in the real world. There are two combined elements to this approach: a complex computer-based interactive business simulation and a series of real-life cases provided by external business contacts.

One case study involved a major Austrian company which owned and managed restaurants and hotels, international events and gourmet in-flight and contract catering enterprises. The company wanted to further expand its up-market businesses internationally. MBA Hospitality students were challenged to recommend the best locations, then present a plan outlining business and operating strategies.

## **MBA Residential**

You will undertake a weekend residential course focusing on leadership skills, negotiation skills and diplomacy, cross-cultural communications, consultancy skills and career coaching.

## **International Study Trip (Optional)**

This normally runs over one or two weeks during the spring or summer break. You can broaden your horizons through various academic seminars, industrial visits and meetings with local businesses. In 2005–06 students chose to work in small teams and conduct a consultancy in a European country of their choice. In 2006–07 students attended a two week-long Summer School in a European university alongside its MBA students.



# Master of Business Administration (Tourism)

## Factfile

### Typical entry requirements

A bachelors degree (UK Lower Second/2.2 or above) or equivalent qualification from a recognised British/overseas university is required and a minimum of three years, professional work experience post-graduation with some managerial responsibilities. If you do not have a degree but hold a relevant professional training qualification with a minimum of six years, managerial work experience, you may be eligible through the mature entry scheme. If your native language is not English, you must take a TOEFL or IELTS test for language proficiency, and achieve a score of either TOEFL 575 or above, IELTS 6.5 or above or Cambridge Advanced certificate in English grade B or above.

### Programme length

12 months full-time

### Planned intake

Up to 30 (stream intakes may vary)

### Start date

September full-time

### Professional recognition

The MBA programme is accredited by the Association of MBAs (AMBA).

The School of Management is accredited by the Association to Advance Collegiate Schools of Business (AACSB) and the World Tourism Organization (UNWTO), giving an assurance that it is amongst the best in the world.

### Programme Director

Dr Sonia el Kahal Maclean

## Contact Details

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[www.som.surrey.ac.uk](http://www.som.surrey.ac.uk)

## MBA/PGDip/PGCert

### Master of Business Administration (Tourism)

Over the last 40 years, the University of Surrey has developed a reputation as one of the leading centres in the world where professionals can learn more about the tourism industry. The MBA Tourism is designed for those who wish to move into senior management, and for those looking for promotion within the industry.

Members of staff within the University's tourism group are extremely active in research. Professor John Tribe is the editor-in-chief of the renowned journal *Annals of Tourism Research*, which gives him a unique overview of the latest research in tourism.

Academics have carried out research for the UK government on public understanding of sustainable tourism, forecasted tourist numbers and expenditure for Hong Kong, worked with the government of Jordan on employment projections within the country's tourism industry and designed ways to aid disabled travellers throughout Europe for an EU project on accessible tourism. The University is the current chair of the Education and Science Council of the United Nations World Tourism Organization (UNWTO).

All members of the tourism group are involved in teaching on the tourism programmes, ensuring that the enormous practical consultancy and research experience flows directly into the classroom.



## Module Overview

This programme consists of six compulsory modules, two compulsory specialised tourism modules, one elective module from a choice of eight, one integrative action case and business simulation module and an individual business research project

### Compulsory Modules

- Financial Management
- Managing Human Assets
- Marketing and Business Planning
- Production and Operations Management
- Research in Management: Quantitative and Qualitative Methods
- Strategic Management: A Global Context

### Compulsory Specialised Tourism Modules

- Management Applications in Tourism
- Sustainable and Ethical Tourism

### MBA Individual Business Research Project in Tourism

### Action Case and Business Simulation in Tourism

### MBA Residential

### International Study Trip (optional)

## Why choose the Surrey MBA?

Our programmes have many distinctive features that will be of direct benefit to you, and give you a competitive edge. These include:

- A strong leadership and entrepreneurial focus
- Action learning with contemporary and 'live' management issues to resolve
- Complex interactive business simulation
- Managerial competence in a variety of applied skills
- Decision-making and risk analysis
- Unique team learning experience through team consulting projects

- Small study groups
- Integrative assessment
- Business research project in a chosen company
- Opportunity to develop skills in specialised areas though a choice of elective modules
- Web-based e-learning and e-library environments

## Other Surrey MBA Programmes

### MBA

The overall objective of the University of Surrey MBA programme is to develop business leaders with vision, knowledge, creativity, skills, ethics and entrepreneurial ability. The programme is suitable for individuals in the private or public sectors who wish to accelerate their career prospects into senior management or change their career, seeking senior positions in other industries.

### MBA (Hospitality)

The School has an international reputation for excellence in teaching and researching management in the hospitality industry. It has the oldest endowed chair in hospitality – the Forte Professorship of Management. This programme includes hospitality-specific modules and business cases alongside the generic MBA modules.

### MBA (Retail)

This new programme draws on the School's extensive retail management education experience. Staff are actively involved with industry and practitioners through consultancy projects, executive classes, speaking at industry conferences and events, and supplying media commentary. This is for retail managers to meet the changing demands of their industry. On this programme you study retail-specific modules alongside the generic MBA modules.

## Compulsory Modules

### Financial Management

This module provides both a theoretical and practical understanding of the principles governing financial management of a business. It will equip students with the ability to evaluate financial performance and needs, identifying possible sources of finance and determining the most effective way to obtain it.

### Managing Human Assets

This module gives an understanding of the role and function of human resources management and the link between corporate and functional HR strategies. Students will develop practical skills for applying human resource principles and policies in the workplace.

### Marketing and Business Planning

This module delivers a set of concepts and practices based upon the ways in which companies interface with different markets in the context of a planned set of business interventions. It will provide an understanding of the principles and practice of the current implementation of marketing strategies within business.

### Production and Operations Management

This module provides a theoretical and practical understanding of how operations can be managed strategically in light of external and internal conditions and requirements. Conceptual and analytical frameworks will be applied to operations management, operations strategy, service and product quality, innovation and human resource policies.

### Research in Management: Quantitative and Qualitative Methods

This module provides knowledge and skills in both quantitative and qualitative research techniques. It will help students develop critical thinking and an ability to evaluate and select approaches from a range of research methodologies to identified issues.

### Strategic Management: A Global Context

This module draws from business strategy, international business management, corporate ethics and governance, and business law. It will develop knowledge and practical skills in the design and implementation of corporate strategies in the increasingly competitive global marketplace.

## Compulsory Specialised Tourism Modules

### Management Applications in Tourism

This module will enable students to apply the core MBA modules within the tourism industry. Each week will examine the industry from the different perspectives that students have studied in depth in semesters 1 and 2. It will also offer students the opportunity to suggest topics that they would like to study in more detail. Students will be encouraged to work directly with a tourism company to examine an aspect of management they are most interested in for their assignments.



### **Sustainable and Ethical Tourism**

This module considers whether tourism can become a positive force for the sustainable development of destinations. If tourism is the world's largest industry, then its potential to affect the planet both negatively and positively is also huge. The industry itself can only exist in the long term upon a sustainable resource base. Yet it also faces short-term demands for profits in a dynamic and challenging market. Managing a company, a destination and an industry sustainably presents tourism managers with a range of conflicts that must be addressed.

### **MBA Individual Business Research Project in Tourism**

This is a central component of the MBA programme, requiring students to conduct a focused, systematic investigation of a business problem or business-related question. These business research projects are a key integrative element of the programme in which students are required to demonstrate a capacity for synthesising concepts from different disciplines and apply them to a critical analysis of a business problem.

### **Action Case and Business Simulation in Tourism**

This challenges students to improve their understanding of the complex interrelationship between theory and practice, exploring the extent to which theoretical models developed in the core modules can be applied in practical situations. Students will explore how organisations know and apply theoretical perspectives, as well as examine the validity of some of the models that have been applied in the real world.

There are two combined elements to this approach: a complex computer-based interactive business simulation and a series of real-life cases provided by external business contacts.

### **MBA Residential**

Students will undertake a weekend residential course focusing on leadership skills, negotiation skills and diplomacy, cross-cultural communications, consultancy skills and career coaching.

### **International Study Trip (Optional)**

This normally runs over one or two weeks during the spring or summer break. Students can broaden their horizons through various academic seminars, industrial visits and meetings with local businesses. In 2005–06 students chose to work in small teams and conduct a consultancy in a European country of their choice. In 2006–07 students attended a two week-long Summer School in a European university, alongside its MBA students.

# General Information



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## Admissions Enquiries

For admissions enquiries, please contact:  
Postgraduate Admissions Office  
The Registry  
University of Surrey  
Guildford, Surrey GU2 7XH  
T: +44 (0)1483 689939  
F: +44 (0)1483 689519  
E: [admissions@surrey.ac.uk](mailto:admissions@surrey.ac.uk)



# Further Information for International Students



Surrey has a long tradition as an international university, with 130 countries currently represented among over 3000 overseas students here. Our considerable experience of welcoming international students has enabled us to develop an understanding and supportive environment in which students can thrive. We are also aware that there are a number of specific concerns for international students coming to study in the UK.

## Health

You will be entitled to free medical treatment (except charges towards medicine, spectacles and dental treatment) under the British National Health Service, provided you are enrolled on a full-time course of study of at least six months' duration.

## UK Employment

There are restrictions governing the freedom of international students to take employment of any kind during their course of studies, but subject to the appropriate leave to remain, students may work part time up to 20 hours per week during term time. However, students are advised against taking on too much work that may be detrimental to their studies.

Permission to enter the UK is given on the understanding that it is for full-time study and that the student intends to leave the country when the programme of study has been completed, unless granted leave in another capacity.

## Accommodation

Most single or unaccompanied overseas students are offered a place in University accommodation throughout the normal duration of courses. The University has Courts of Residence on its campus and in pleasant nearby locations.

Nearly all accommodation is in the form of single study-bedrooms and all are equipped with broadband Internet connections. All University rooms are grouped around a kitchen/breakfast room, and some have en suite facilities. Both single-sex and mixed accommodation is available. Charges for accommodation are placed in clear price bands to suit every budget, and cover electricity, heating and unlimited broadband access.

Students may elect, on a day-to-day basis, to cook for themselves or eat in one of the many catering outlets within the University. We have a limited number of flats for married couples, but most students with dependants live in houses in the locality – the University Accommodation Office advises on such arrangements.

## English Language Support

All international students who intend to take a degree at the University are required to demonstrate that their English proficiency is adequate for study purposes. A list of approved tests can be found in the Further Information section at the back of Your Guide. Those students who have not yet reached the required level, or who need practice in academic English, are recommended to attend a full-time pre-sessional course at Surrey before starting their degree course.



The Department of Language and Translation Studies at the University offers these courses throughout the year, during semester time and during the summer. The aim of these courses is to prepare students in terms of language and study skills for studying in English. In addition, these courses are intended to help international students to integrate into the social and academic life of a British university. Students may wish to take one or more of these courses before embarking upon a degree.

The Department of Language and Translation Studies also provides special language courses for all students who require language support in connection with their degree work. Students are assigned to courses according to their language needs and subjects of their degrees. These in-session courses are provided by the University free of charge. Full details of English Language courses can be found on our website. Alternatively please contact us by email.

E: [english@surrey.ac.uk](mailto:english@surrey.ac.uk)

[www.surrey.ac.uk/language/english](http://www.surrey.ac.uk/language/english)

## Joining the University of Surrey

You will be sent instructions on when and how to get to the University. We do our best to make your arrival as easy and anxiety free as possible. Luggage can be sent in advance and if you fly into Heathrow or Gatwick, staff and students from the University are there to meet you and bring you to the campus by minibus (you'll need to book for this).

On arrival in the UK, you must present a valid passport, evidence of adequate funding and have available written evidence of having been accepted by the University.

You will attend Welcome Week which is run for students arriving at the University for the first time. You can take advantage of this programme of activities designed to introduce you to various aspects of your new life as a Surrey student and to help you settle in.

## The British Council

The British Council is an organisation which represents British life and institutions abroad with the aim of bringing about a better understanding between Britain and other countries. There is a British Council Office in most countries of the world. It also publishes a number of leaflets and brochures, giving very useful information to students coming to study in the UK, which should be available in your local British Council Office. [www.britishcouncil.org](http://www.britishcouncil.org)

## Further Information

If you have any further questions or concerns about studying at Surrey, or in the UK in general, we will be more than happy to help.

E: [international@surrey.ac.uk](mailto:international@surrey.ac.uk)

[www.surrey.ac.uk/international](http://www.surrey.ac.uk/international)

# Students with Disabilities or Specific Learning Difficulties

## Providing the Right Environment

Our services and facilities are constantly being improved. We aim to create an environment which welcomes students with disabilities and specific learning difficulties and enables them to participate fully in the mainstream of university life.

We always seek to identify and respond to the needs of students with disabilities or specific learning difficulties and continually develop our policy and procedures to ensure that good practice takes place throughout the University.

Many students with disabilities have concerns about access and support in Higher Education and we aim to make your transition to university life as smooth as possible.

## Additional Learning Support

Additional Learning Support (ALS) is based in the University Library and has software and specialist equipment to help students with disabilities and specific learning difficulties in their studies. ALS offers support where a student's assessment indicates that it would be helpful and appropriate.

Our Disability Co-ordinator and Disability Advisors are based in ALS and can offer information to both current and prospective students. They can also liaise with University departments, Local Education Authorities and external agencies for students.

ALS can provide dyslexia screening and referral for diagnostic assessment if appropriate. ALS can liaise with personal or academic tutors to discuss support needs.

Advice and assistance in making applications for the Disabled Students Allowance is available from the University's Disability Co-ordinator.

T: +44 (0)1483 689609

E: [als@surrey.ac.uk](mailto:als@surrey.ac.uk)

[www.surrey.ac.uk/als](http://www.surrey.ac.uk/als)

## Support and Facilities

### Learning support sessions

Our Learning Support Tutors will respond to your individual needs and plan sessions with you accordingly. We aim to support your study skills in the following areas:

- Organising projects, essays or portfolios
- Improving Internet skills
- Planning a presentation using PowerPoint
- Time management
- Referencing and bibliographies
- Revision techniques
- Exam techniques
- Memory skills
- Development of reading skills

### Assistive Technology Centre

Our Assistive Technology Centre (ATC) is based in the Library and is an invaluable resource for many students. It utilises the potential of technology to support students with disabilities. The ATC has four computers, a printer, scanner and Braille maker. Software includes: 'TextHelp' 'Read and Write', 'Inspirations' and 'Mind Genius'.

The room is accessible by swipe card access during normal Library opening hours and is available to Assist Card holders.





## Students with Disabilities or Specific Learning Difficulties

*'Additional Learning Support has software and specialist equipment to help students with special needs in their studies...'*

### Special examination arrangements

After enrolment, students who require special arrangements for examinations and assessments should apply to Additional Learning Support.

Examples of special arrangements which may be recommended include:

- Scribe or reader
- Use of a computer
- Special furniture in exams
- Additional time or timed rest breaks

Applicants for special examination arrangements must make an appointment with ALS. Please bring recent medical evidence or, in the case of dyslexic students, a post-16 diagnostic assessment.

### Campus Environment and Accessibility

Situated on the side of Stag Hill not far from Guildford's town centre, the University campus is self-contained. All facilities are close to each other and the campus setting offers a controlled environment to live and study. Staff are easily contactable and amenities are on hand.

As the campus is on the side of a hill, ground floor levels between buildings can vary widely. Level changes in footpaths are generally stepped which can cause difficulty for students with mobility problems. However, there are routes to most places on campus using ramps.

Wheelchair users are entitled to unlimited free parking and some make successful use of their cars to get to and from the main areas of the campus.

We recommend that you visit the campus in advance to ensure that we meet your needs. A disabled access campus map is available online: <http://portal.surrey.ac.uk/gateway/visitors>

### Disabled Students' Allowance

**Students with disabilities or specific learning difficulties may have extra costs when studying at university and can be entitled to financial help to meet these. The main form of support is the Disabled Students' Allowance (DSA).**

The amount of DSA paid does not depend on your income or that of your family, and unlike a student loan it does not have to be repaid. Eligibility is not affected by age, but the allowances do not continue during a full-year, paid professional placement. International students are not eligible for DSA.

Depending on your needs, support from the DSA could include specialist equipment, a non-medical helper's allowance, help towards the additional costs of travelling to campus, and a general allowance. The amount you receive is determined by your Needs Assessment.

Needs Assessments are available from an Access Centre and will match your specific requirements to your course so you can get the personal and technical support you will need.

National Bureau for Students with Disabilities (SKILL)

(a useful source of information on DSAs)

T: 0800 328 5050

Minicom: 020 7450 0650

E: [info@skill.org.uk](mailto:info@skill.org.uk)

[www.skill.org.uk](http://www.skill.org.uk)

*'The Assistive Technology Centre is an invaluable resource utilising technology to support students with disabilities.'*

### **Accommodation**

Students with disabilities will usually be placed in accommodation on the Stag Hill site unless otherwise requested. There are specially adapted rooms and flats for students with mobility difficulties in three of the Courts of Residence on campus. Twyford Court, University Court (Millennium House) and Guildford Court (International House) have adapted kitchens and rooms with fully accessible showers. We also have rooms specially adapted for students with hearing impairments.

Accommodation on Manor Park, the University's new student village, is situated less than a mile from the Stag Hill site and includes specially adapted rooms for students with disabilities and lifts in many areas. There will also be nearby parking.

### **Library**

All of the Library's seven floors are accessible by a main lift and a further lift at the east end of the building. Additional ramps and a platform lift enable access between levels on some floors. Accessible toilet facilities are available for users with mobility problems.

Longer loans on books and journals are possible through the Assist Card service and for students with mobility difficulties, a 'fetch and collect' service is available.

Assist Cards are available from ALS. Students are not normally required to produce their cards as they are registered electronically on the Library system.

### **Car parking**

Blue badge holders who are members of the University are automatically entitled to a University Disabled Permit free of charge. This entitles the holder to park in any of the University car parks and disabled bays for unlimited periods.

There are numerous parking bays close to academic buildings and residential accommodation which are reserved for disabled drivers or their carers.

Non-blue badge holders who wish to have a University Disabled Permit may also be eligible subject to confirmation from the Student Health Centre. Applications should be made to the Security Office.

### **Student Health Centre**

Students living on campus and in the Guildford area can register for GP services with the Student Health Centre based on campus. The Centre is easily accessible (all rooms are on one level) and is staffed by nurses daily between 8am and 6pm all year round.

### **Student Counselling Centre**

All students can access free and confidential counselling on personal issues. A team of professionally qualified counsellors works with students in a supportive setting to help resolve problems.



## Students with Disabilities or Specific Learning Difficulties

*'All the main lecture theatres and seminar rooms have an induction loop system...'*

### Specialist Support Services

#### **Deaf and hearing-impaired students**

Specialist support is provided by the Surrey Physical and Sensory Support Team, including note-taking, interpreting and guidance on the use of special equipment.

As these services are provided externally to the University, they have to be self-funded. Usually this will be by the Disabled Students' Allowance. If the University has been made aware that a student is deaf or hearing impaired, deaf awareness information and advice can be offered to appropriate lecturers.

All the main lecture theatres and seminar rooms have an induction loop system and smaller rooms make use of radio aids.

If you have your own minicom, we may be able to supply a telephone line in your accommodation.

#### **Blind and visually impaired students**

The Assistive Technology Centre contains specialist IT equipment to support students with visual impairments. Jaws' is available by site licence in PC labs and on open access PCs across campus.

We can train volunteers to record text for blind and visually impaired students. We also have links with the RNIB Student Support Service and the Surrey Physical and Sensory Support Team, who may be able to provide advice, teachers and facilitators.

#### **Students requiring personal assistance**

Any student who requires personal assistance should be aware of the costs associated with this kind of support.

Some of these costs can be covered by the Non-medical Helpers' Allowance budget of the DSA, for example, the cost of paying note-takers, facilitators or disability-related tutors. However, personal care costs will be met by the student's Social Services Department.

#### **Students with mental health difficulties**

Services to support students who experience mental health difficulties include access to the Counselling Centre or the Health Centre. It is important for students to discuss their care needs in advance of enrolment so that care teams can respond to your needs.

Students with mental health difficulties can apply for the DSA and this can fund a range of support services offered by ALS. Learning support sessions are offered as part of a mentoring network that, if agreed with the student, can include: Personal Tutor, Counselling Centre, Health Centre, plus other services if appropriate.

Confidentiality is maintained and the student is consulted throughout the mentoring process.



# How to Apply



Before you fill in an application form, please read the accompanying application guidelines.

You can find full details of how to apply, including application guidelines and forms, online:

**[www.surrey.ac.uk/postgraduate/apply](http://www.surrey.ac.uk/postgraduate/apply)**

Alternatively, you can obtain application guidelines and forms from the Postgraduate Admissions Office.

## Admissions enquiries

For general enquiries on postgraduate admissions, contact:

Postgraduate Admissions Office

T: +44 (0)1483 689939

F: +44 (0)1483 689519

E: [admissions@surrey.ac.uk](mailto:admissions@surrey.ac.uk)

## The application process

Your application is first considered by the Admissions Administrator for your chosen programme. Admission offers are then subject to approval by the Dean of the Faculty in which you propose to study.

The University of Surrey is committed to a comprehensive policy of equal opportunities in education. Your application will be considered on the basis of your merits and abilities, relevant to the programme of study. We strive to provide a caring, enabling environment, encouraging all to realise their potential, free from discrimination, victimisation, harassment or intimidation.

It is expected that applicants for research degrees will have discussed their proposed topic of research with their Faculty prior to making a formal application.

Applicants for taught programmes of study, who have already covered part of the programme material through previous study or experience, may seek exemption from these elements by requesting Assessment of Prior (Experiential) Learning (AP(E)L). Further information on AP(E)L and exemption should be sought from the appropriate Programme Director.

Information on the application regulations relating to each award can be found later in this section. If you are an overseas applicant, have special needs or have a criminal conviction, please see information relevant to you later in this section.

## Overseas applicants

If your first language is not English, we require some evidence of your proficiency in the English language. You must be able to demonstrate an ability to understand and express yourself in both written and spoken English. You may be required to take an approved proficiency test examination and/or attend a course of English language study before admission.

The following qualifications/tests are suitable as evidence that you meet our minimum level of competence:

- Cambridge Proficiency Examination (Grade C)
- GCSE/GCE Ordinary Level in English (Grade C)
- International English Language Testing System (IELTS) (Band 6)\*
- NEAB Test in English
- Test in English as a Foreign Language (TOEFL) (score of 550 on the paper-based test or 213 on the computer-based test)\*
- AEB Test in English for Educational Purposes (Grade III)



Some programmes may require a higher test result. Qualifications should normally have been obtained no more than two years prior to the commencement of your programme.

Through the in-sessional programmes run by the Department of Languages and Translation Studies (LTS), we provide a varied programme of language assistance to registered postgraduate students who may not have a great deal of experience of studying in an English language context. These programmes help students to improve their academic use of English for study and note-taking skills, report and essay writing, examinations, preparing and presenting dissertations and theses. Please contact us for more information.

**[www.surrey.ac.uk/languages/english](http://www.surrey.ac.uk/languages/english)**

*\*IELTS 5.5 (min. 5.0 in each paper) or TOEFL 525 plus successful completion of the University of Surrey's pre-sessional English programme PS10 will enable you to meet our entry standard (please note this applies to all degrees except those in the School of Management).*

## ATAS

There is a new and extra permission that you may need to get when you are a postgraduate student researching or studying some science and engineering subjects, if you are a national of a country that is not part of the EU/EEA. It is called the Academic Technology Approval Scheme (ATAS).

You must get your ATAS certification before you apply for your student visa or extend it. The exception is when you are extending your visa while you write or revise your thesis or dissertation, if your current permission was given before 1 November 2007. Most PhD subjects in science and engineering need ATAS certification. At the University of Surrey five Masters level programmes also need it.

They are:

MSc Advanced Materials (F200)

MSc Medical Physics (F350)

MSc Radiation and Environmental Protection (F351)

MSc Radiation Detection and Instrumentation (F351)

MSc Space Technology and Planetary Exploration (H643 and H420)

You can check if your subject needs ATAS certification once you know the Joint Academic Coding System (JACS) code for your research. JACS is a national system of identifying subject areas. If you are coming to be a student at Surrey your offer letter will include the JACS code. If you are already studying here, get your JACS code by contacting the International Office.

Go to the list of subjects that require ATAS certification at the Foreign and Commonwealth Office (FCO):

**[www.fco.gov.uk](http://www.fco.gov.uk)**

If the first letter and number of your JACS code is on the list, then you must apply for ATAS certification. You can apply online and it is free. The FCO aims to process the majority of applications in ten working days (two weeks), but some applications can take more than four weeks to be processed. They will email their decision to you.



To apply you need a brief statement of the research you plan to do, about six or seven sentences long. Get this from your offer letter or, if you are already here, from the Registry Student Centre. MSc students should use the module information shown on their offer letter or issued by the Registry Student Centre.

Apply promptly for your ATAS certification – you can't make your visa application without it.

### **Students with special needs**

It is University policy that all applicants are considered primarily on merit and their academic potential. However, it is essential for the University to know the nature of any special need in advance, so that we may advise on what facilities and arrangements are available to you.

If you have a disability, special need or medical condition which may affect your ability to study your chosen programme, please let us know:

- The nature of your disability or medical condition and any implications this may have on your studies or daily living arrangements
- If your situation requires support in your studies, accommodation or daily living
- The individual arrangements you may require or that you have found helpful in the past

This information should be sealed in an envelope marked 'Confidential' and addressed to the Assistant Registrar (Postgraduate Admissions), Registry. Please ensure that you write your name in full and the programme to which you are seeking admission. We may seek further advice from the Disability Coordinator as to how we can assist you. In exceptional situations, admission may not be possible where the level of support necessary in individual cases cannot be met by the University.

For further information, contact:

Disability Coordinator, Additional Learning Support

T: +44 (0)1483 689766

E: als@surrey.ac.uk

### **Criminal convictions**

The University is committed to the safety and wellbeing of all students and staff. We must therefore know about any criminal convictions which are of a violent or sexual nature or involve unlawfully supplying controlled drugs or substances.

Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered relevant, except if you are applying for a programme in teaching, health, social work and programmes involving work with children or vulnerable adults. In these cases you must tell us about any criminal convictions, including spent sentences and cautions (including verbal cautions).

Information about criminal convictions should be submitted in a sealed envelope marked 'Confidential CC' and addressed to the Assistant Registrar (Postgraduate Admissions), Registry. Please ensure that you write your name, date of birth and programme applied for on the outside of the envelope.

If any information on your application form changes after you submit your application, you should immediately inform the University. Applicants to certain programmes of study will be required to provide an enhanced disclosure document from the Criminal Records Bureau.



# Standards and Policies

## **Maintaining high academic standards**

The University is responsible for the standard of awards made in its name and for the arrangements to assure the quality of programmes of study or research leading to those awards.

The most recent audit by the Quality Assurance Agency (QAA), conducted in December 2004, expresses 'broad confidence [the highest expression of support which can be made by the QAA] in the soundness of the University's current and future management of the quality of its programmes and in the University's present and future capacity to manage effectively the academic standard of its awards'.

Copies of the 2000 and 2004 Audit reports, together with copies of Subject Review reports and reports arising from major reviews of NHS-funded programmes (Nursing, Midwifery, ODP and Dietetics/Nutrition), can be accessed free of charge via the Quality Assurance Agency's website at:

**[www.qaa.ac.uk](http://www.qaa.ac.uk)**

Further information about the University, entry requirements, progression opportunities, awards obtained and first employment destinations, together with information on students' views about their educational experience at the University of Surrey (obtained from the National Student Survey), can be found on the Unistats (formally Teaching Quality Information) website:

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

## **Disability policy**

The University of Surrey is committed to a policy of equal opportunities for staff and students with disabilities, and aims to create an environment which enables them to participate in the mainstream of University life.

## **Disclaimer**

This University prospectus describes the postgraduate programmes offered by the University of Surrey. Further information regarding educational services offered by the University, regulations governing the conduct of students, and details of registration and assessment are contained in the Student Handbook and programme handbooks. The University undertakes all reasonable steps to provide the educational services described in the prospectus and in the documents, but it does not guarantee the provision of such services. Should industrial action or circumstances beyond the control of the University interfere with its ability to provide educational services, the University undertakes to use all reasonable steps to minimise any resultant disruption.

# Postgraduate Awards and Regulations

## **Masters Degree by Examination and Dissertation (Taught Masters)**

- Master of Arts – MA
- Master of Business Administration – MBA
- Master of Music – MMus
- Master of Research – MRes
- Master of Science – MSc
- Master of Law – LL.M

Registration for Masters degrees is open to graduates of approved universities in the United Kingdom and abroad, or of the Council for National Academic Awards (CNAA). Applicants who are not university graduates may be admitted, provided they hold appropriate professional or other qualifications and can demonstrate their ability to study at Masters level.

The programme is normally one of supervised study extending over a period of one calendar year for a full-time programme and two academic years (four semesters) for a part-time programme. Some programmes can be taken on a modular basis at the University or by distance learning over periods running from two to six years. There are intermediate awards for Postgraduate Certificate and Postgraduate Diploma; normally, only those candidates who reach a satisfactory standard in the examinations for Postgraduate Diploma will be permitted to complete the full Masters degree programme, by presenting a dissertation or, where appropriate, undertaking an equivalent major project.

## **Master of Philosophy (MPhil) by Research and Thesis**

The minimum qualification for registration for a Master of Philosophy is usually a First or Upper Second class honours degree from a recognised UK or overseas institution. The period of full-time research and advanced study is not less than 21 months. For part-time students, that period is not less than 33 months.

Students may be required to attend a programme of lectures or seminars in addition to their research. Students must also submit a report of their work to their principal supervisor at least every six months as evidence of their progress. At the end of their period of study, students will be required to present a thesis on their work to the examiners and attend an oral examination.

## **Doctor of Philosophy (PhD) by Research and Thesis**

Applicants who hold a postgraduate degree in a relevant subject from a university in the United Kingdom, or of the Council for National Academic Awards (CNAA) may be permitted to register directly for the degree of Doctor of Philosophy. Those holding other qualifications must register in the first instance for a Master of Philosophy and can transfer to PhD after twelve months, subject to the recommendation of their principal supervisor and with the approval of the appropriate Student Progress and Assessment Board.

The total period of research and advanced study is 33 months for full-time study or 45 months for part-time study. However, a holder of a postgraduate degree in a relevant subject may be permitted to submit a thesis after 24 months' full-time or 36 months' part-time study. Students may be required to attend a programme of lectures or seminars in addition to their research. They must also submit a report of their work to their principal supervisor at least every six months as evidence of their progress. At the end of their period of research and advanced study, students will be required to present a thesis on their work to the examiners and attend an oral examination.



### **Collaborative Research Degrees**

The entry regulations are similar to those for MPhil and PhD degrees, but are subject to an agreement between the University and the other organisation or institution that students will be able to conduct their research for a substantial part of their time and will be released as appropriate for visits to the University. The organisation where the student is working, the facilities available and the topic of research must be approved by the Head of Faculty, prior to registration. A supervisor in the organisation concerned is also appointed in addition to the University principal supervisor.

It is also possible for students to conduct their research outside the UK on a part-time or collaborative basis. Applications for study abroad will be considered on an individual basis. In all cases, however, certain conditions must be met, including a requirement that students spend some time at the University of Surrey.

### **1+3 Taught Masters Leading to MPhil/PhD**

This route enables students to study a taught Masters programme with subsequent further study for a research degree. The initial application should include the title of the proposed taught Masters programme, and an idea of the proposed future area of research. Offers for the 1+3 programme include progression criteria. This is applied at the end of the taught element, usually in the form of an overall percentage; in some cases a minimum level of performance is required for the dissertation. Regulations for each element are detailed individually on these pages.

### **DClinPrac – Doctor of Clinical Practice**

The Doctor of Clinical Practice programme integrates part-time study with practice. You would normally have a minimum of three years' post-qualification experience in health or social care. You should be a practitioner involved in clinical practice and/or practice development with research

expertise, as demonstrated through a portfolio of evidence. This would normally be an M level qualification or equivalent experience beyond initial qualification.

### **EngD – Doctor of Engineering**

The normal entrance requirements are at least a First or Upper Second class honours degree in an engineering or other relevant discipline, or a comparable qualification granted by a professional or other body. An applicant possessing a postgraduate degree may be granted advanced standing, and the length of the programme may then be reduced by up to one year from the standard four years.

### **PsychD – Doctor of Psychology**

You must normally hold a First or Upper Second class honours degree in Psychology (or with psychology as a major component) and have some relevant experience. Applicants are required to hold, or to attain before entry, the Graduate Basis for Registration (GBR) of the British Psychological Society. The programme lasts three years, part of each year being spent at the University and part in professional practice.

### **DBA – Doctor of Business Administration**

This programme is designed to build on your relevant Masters level studies by undertaking further empirical research as a means of improving strategic management decision making. The programme lasts two years for a full-time student or four years on a part-time or distance-learning basis.

### **MD – Doctor of Medicine**

This programme is specifically designed for medical practitioners who have gained registration under the GMC (UK). The prime objective of the research is the advancement of medical knowledge. The programme lasts two years for collaborative students who will, in practice, pursue their research within the NHS on a full-time basis.



# Fees



## Payment of fees

Fees are payable for each academic year, or part thereof, or each stage of the programme, where fees are not payable on an annual basis. Fees are revised (that is, increased) subject to annual review. Fees are payable by students continuing on programmes of study in subsequent years.

The University reserves the right to cancel the registration of a student who has not paid the requisite annual composition fees, or who owes the University any sums of money whatsoever. In the event of a student failing, for any reason, to complete a programme of study, the University shall not be under any obligation to return any part of the fees paid by, or on behalf of, the student.

Certain programmes may require additional expenditure for special equipment, field courses, study periods overseas, and so on. Modest charges are made by some Faculties or Departments for supplementary materials or services, for example, photocopied handouts. Details of such expenses may be obtained from the appropriate Faculty or Department.

## Classification of students for fees purposes

For some programmes of study, the University charges different fees, depending on a student's status as a 'home' or 'overseas' student. The classification of students for fees purposes is based on the Education (Fees and Awards) Regulations 2007. Further information on eligibility criteria and general guidance on fees classification is available from UKCISA (UK Council for International Students Affairs).

In very general terms, in order to qualify as 'home' for fees purposes, a student must have a relevant connection with the UK, or qualify as an 'excepted candidate' under these regulations, for example, as a national of an EU member state.

If you wish to enquire further about your own classification, you should contact the Student Fees and Funding Office in the University Registry.

T: +44 (0)1483 689366

E: [pgresearchfees@surrey.ac.uk](mailto:pgresearchfees@surrey.ac.uk)



### **Continuing fees for research students**

A postgraduate research student who has carried out the required minimum period of registration (for the purpose of being eligible to transfer to continuing status), as prescribed in the appropriate regulations, to the satisfaction of their supervisor(s) and Head of Faculty, who has left the University and is making use only of the University's general facilities and is no longer deemed to be using Faculty or departmental, computing or other special facilities such as laboratories, will be required to pay a continuing fee for each year or part thereof (as determined by the University's Fees Policy) until the thesis/portfolio is submitted.

Continuing fees are payable for each academic year, with provision for partial refund as appropriate.

### **Continuing fees for students pursuing taught programmes of study**

In general, students on postgraduate taught programmes are not required to pay continuing fees, although extension fees may be payable for certain programmes. In such cases, the Faculty will notify students of arrangements.

# Sources of Financial Support

## Sources of financial support for UK/EU students

The major sources of financial support for most UK/EU students wishing to undertake research or advanced programmes at the University of Surrey are the appropriate research councils (see below). Responsibility for the awarding of studentships is divided between these bodies according to the subject of study. If you are uncertain which research council covers your area of study, contact either the research councils or the Faculty or Department at the University as early as possible.

Awards are offered on a competitive basis, either in the form of open competition, through a scheme of quota awards to individual Faculties or through funding allocated to Faculties to administer. Awards are not made automatically to eligible students.

In certain circumstances, residents of the Channel Islands, the Isle of Man and Northern Ireland are required to apply to their respective education authorities. Residents of Scotland seeking awards in subjects other than those covered by the research councils should apply to the Student Awards Agency for Scotland, which operates a scheme similar to the Arts and Humanities Research Council (AHRC) scheme. Subject to certain requirements, students who are EU nationals, or children of EU nationals, and are ordinarily resident in the European Economic Area, may apply for research council funding on a fees-only basis.

## The Research Councils

Full details of the studentships offered by the research councils are given in their handbooks which you can obtain by contacting them directly or on their websites.

### Arts and Humanities Research Council

The Arts and Humanities Research Council (AHRC) offers, on an open competition basis, studentships for full-time and part-time Masters and full-time or part-time doctoral degrees in the arts and humanities. Applications should be made through the Faculty or Department. The closing date for applications is 1 May each year. Further information is available in the *AHRC Guide to Postgraduate Studentships in the Humanities and Guide to Postgraduate Professional and Vocational Awards*, available from the AHRC, Whitefriars, Lewins Mead, Bristol BS1 2AE.

[www.ahrc.ac.uk](http://www.ahrc.ac.uk)

### Biotechnology and Biomedical and Life Sciences Research Council

The Biotechnology and Biomedical and Life Sciences Research Council (BBSRC) offers postgraduate research awards through Faculties/Departments by quota allocation and through special projects which the Council identifies as being of high priority within its fields of research. Application should be made through the Faculty or Department in which the proposed research is to be undertaken. The closing date for applications is 31 July each year.

Further information is available from BBSRC, Polaris House, North Star Avenue, Swindon SN2 1UH.

[www.bbsrc.ac.uk](http://www.bbsrc.ac.uk)





### **Engineering and Physical Sciences Research Council**

The Engineering and Physical Sciences Research Council (EPSRC) has now ceased administering its own new awards and instead allocates funds to institutions for them to administer. Please contact the relevant Faculty or Department for advice. Further information is available in the *EPSRC Guide to Postgraduate Training*, available from the Engineering and Physical Sciences Research Council, Postgraduate Training Support Section, Polaris House, North Star Avenue, Swindon SN2 1ET.

[www.epsrc.ac.uk](http://www.epsrc.ac.uk)

### **Economic and Social Research Council**

The University is a recognised institution for the receipt of Economic and Social Research Council (ESRC) studentships within specified Departments. There is competition for studentships on a 1+3 basis, that is, advanced course followed by research. Those who have already pursued a suitable advanced course will be able to apply for a research studentship only. The closing date is 1 May and applications must be made through the relevant Faculty or Department, who should be contacted for more information. Candidates must not apply direct to the ESRC. Further information is available in the *ESRC Studentship Handbook*, available from the Economic and Social Research Council Training Division, Polaris House, North Star Avenue, Swindon SN2 1UJ.

[www.esrc.ac.uk](http://www.esrc.ac.uk)

### **Medical Research Council**

The Medical Research Council (MRC) offers postgraduate awards for research or advanced courses within the medical and dental fields. Enquiries should be made to the relevant Faculty or Department. Further information is available in the publication entitled *Medical Research Council Research and Training Opportunities*, available from the Medical Research Council, 20 Park Crescent, London W1N 4AL.

[www.mrc.ac.uk](http://www.mrc.ac.uk)

### **Natural Environment Research Council**

The Natural Environment Research Council (NERC) offers postgraduate awards for research or advanced courses in the subject area of the scientific aspects of the natural environment. Applications should be made through the relevant Faculty or Department, not directly to the NERC. The closing date for applications is 31 July each year. Further information is available in the publication entitled *NERC Training Awards*, available from the Natural Environment Research Council, Polaris House, North Star Avenue, Swindon SN2 1EU.

[www.nerc.ac.uk](http://www.nerc.ac.uk)

### **Science and Technology Facilities Council**

The Science and Technology Facilities Council (STFC) offers awards for research on a quota allocation basis, some available in collaboration with industry. Applications should be made through the relevant Faculty or Department, not directly to the STFC. The closing date is 31 July. Further information is available in the *STFC Postgraduate Studentships Handbook*, available from the Science and Technology Facilities Council, Polaris House, North Star Avenue, Swindon SN2 1SZ.

[www.scitech.ac.uk](http://www.scitech.ac.uk)



### University of Surrey Awards

#### University of Surrey research scholarships

Each year the University Research and Enterprise Committee offers a small number of prestigious University research scholarships to support research students, home or overseas, of the highest calibre. Support is made available in the form of full studentships for those studying on a full-time basis and a more limited scheme for part-time students. The full studentships are tenable for up to three years and cover fees at the home rate, and provide a maintenance allowance at the basic EPSRC rate (£13,290 per annum at 2009 rates). Part-time studentships are tenable for up to five years, and cover 'home' rate fees and a £500 allowance towards research expenses. Details of these scholarships may be obtained from the Faculty or Department to which the candidate is seeking admission.

#### Research studentships

Various firms and external organisations are cooperating with certain Faculties/Departments of the University by sponsoring research and by awarding research studentships to suitably qualified students. Faculties/Departments will be able to advise on the availability of the studentships.

#### Choral and organ scholarships

Choral and organ scholarships, tenable for up to three years, are offered in conjunction with the Dean and Chapter of Guildford Cathedral. Further details may be obtained from the Department of Music in the Faculty of Arts and Human Sciences.

#### The Villis Award

A number of awards in the range of £100–£150 are made annually to assist self-financing students registered on advanced programmes or research degree programmes on a part-time basis in subject areas covered by the Economic and Social Research Council. Information about the awards may be obtained from the University Registry.

### Other sources of financial support

The following publications provide information on other sources of financial support available:

- *The Grants Register*, published by Macmillan Press
- *Directory of Grant-Making Trusts*, published by the Charities Aid Foundation
- *Educational Grants Directory*, *Directory of Social Change*, published by The British Council Education Information Service
- *Guide to the Major Grant Making Trusts*, *Directory of Social Change*, published by The British Council Education Information Service
- *The Awards Almanac*, published by Longman
- *Postgraduate Study and Research*, published by the Association of Graduate Careers Advisory Services (AGCAS)



## Sources of Financial Support for Overseas Students

Contact the following organisations for details of the awards available for overseas students:

### British Council awards

British Council awards and scholarships are available to certain overseas students to pursue postgraduate study. Details of the award scheme should be obtained from the British Council representative, British Embassy or British High Commission in the candidate's own country.

### Overseas research students awards scheme

The UK Higher Education funding bodies provide awards for partial remission of tuition fees for full-time overseas research students of outstanding merit and research potential. The annual value of each award generally reflects the difference between the tuition fee for a home postgraduate student and the fee chargeable to an overseas postgraduate student. Candidates must apply through the university in which the proposed research is to be undertaken. The closing date is likely to be early February. Further details are available from the University Registry.

### Foreign and Commonwealth Office awards: Chevening scholarships

Awards varying in value are offered to overseas students through a number of different schemes. There are special schemes for students from certain overseas countries. Further details are available from British missions in the candidate's own country.

### Other sources of information

Further information on postgraduate study in the UK is available from the following publications:

- *Awards for Postgraduate Study at Commonwealth Universities*, published by the Association of Commonwealth Universities
- *Study Abroad*, published by UNESCO
- *Higher Education in the European Community, A Handbook for Students*, published by the Commission of the European Community
- *Sources of Financial Assistance for Overseas Students*, leaflet published by the British Council as a reference guide to awards for overseas students



# Postgraduate Subjects A-Z

## Accounting and Finance

Financial Services Management  
International Financial Management

## Advanced Materials

## Biomedical Engineering

## Business Management

Doctor of Business Administration (DBA)  
International Business Management  
Management  
Master of Business Administration (MBA)  
Two-year MSc Pathway

## Chemical Sciences

Chemical Research (MSc)  
Chemistry (MRes)  
Natural Drug Discovery and Design

## Civil Engineering

Bridge Engineering  
Civil Engineering  
Structural Engineering  
Transport Planning and Practice  
Water and Environmental Engineering  
Water Regulation and Management

## Clinical Biochemistry

## Clinical Pharmacology and Pharmaceutical Medicine

## Communication and Culture

Communication and International Marketing  
Cultural Studies  
Intercultural Communication  
with International Business

## Computing

Information Systems  
Internet Computing  
Security Technologies and Applications

## Dance

Dance Cultures, Histories and Practices

## Economics

Business Economics and Finance  
Economics  
Energy Economics and Policy  
International Economics, Finance and Development

## Electronic Engineering

Communications Networks and Software  
Medical Imaging  
Microwave Engineering and  
Wireless Subsystems Design  
Mobile Communication Systems  
Mobile and Satellite Communications  
Multimedia Signal Processing and Communications  
Multimedia Technology and Systems  
Nanotechnology and Nanoelectronic Devices  
Satellite Communications Engineering  
Signal Processing and Machine Intelligence  
Space Technology and Planetary Exploration

## Entrepreneurship

## Environmental Strategy

Corporate Environmental Management  
Environmental Strategy  
Sustainable Development

## Ergonomics

Health Ergonomics  
Systems Safety and Ergonomics

## Event Management

International Event Management

## Gynaecology

Advanced Gynaecological Endoscopy

## Health Care Management

## Health and Social Care

Advanced Practice  
Doctorate of Clinical Practice  
Health and Social Care  
Learning and Teaching for Professional Practice  
Professional Practice  
Public Health Practice

## Hospitality and Food Management

Food Management  
International Hotel Management  
MBA (Hospitality)

## Human Resource Management

### Law

Employment Law  
Environmental Health Law  
European Law  
International Law  
Justice  
Law (LLM)  
Law (MA)

## Marketing

International Marketing Management  
Marketing Management

## Medical Microbiology

Enhanced MSc (Research)  
Medical Microbiology

## Music

Music (MMus)  
Musicology (MRes)

## Nutritional Medicine

## Occupational Health and Safety

## Operations and Information

### Systems Management

Management Information Systems  
Operations and Logistics Management

## Physics

Medical Physics  
Radiation Detection and Instrumentation  
Radiation and Environmental Protection

## Politics

European and International Politics  
European Politics  
European Politics, Business and Law  
International Politics

## Process and Information Systems

### Engineering

Information and Business Systems Engineering  
Information and Process Systems Engineering  
Process and Environmental Systems Engineering  
Process Systems Engineering

## Psychology

Applied Psychology Supervision and Consultation  
Child Development Psychology  
Environmental Psychology  
Forensic Psychology  
Health Psychology  
Occupational and Organisational Psychology  
Practitioner Doctorate in Clinical Psychology  
Practitioner Doctorate in Psychotherapeutic  
and Counselling Psychology  
Research Methods in Psychology  
Social Psychology

## Retail Management

International Retail Marketing  
MBA (Retail)  
Retail Management

## Sociology

Criminology, Criminal Justice and Social Research  
Social Research  
Social Research Methods

## Theatre

## Tourism Management

MBA  
Tourism Development  
Tourism Management  
Tourism Marketing

## Toxicology

Applied Toxicology  
Toxicology

## Translation Studies

Audiovisual Translation  
Business Translation with Interpreting  
Monolingual Subtitling and Audio Description  
Specialist Translation and Translation Technology  
Translation

# Officers of the University and Associated Institutions

## **Chancellor**

HRH The Duke of Kent KG GCMG GCVO

## **Pro-Chancellors**

Rt Hon Baroness Bottomley of Nettlestone DL

Dr J R Forrest CBE FREng

Sir William Wells FRCS

## **Pro-Chancellors Emeritus**

Sir Eric Ash CBE FREng FRS

Sir Idris Pearce CBE TD DL FRICS FRSA

Mr J D M Robertson CBE DL FRICS FCMJ FRSA

## **Chairman of Council**

Mr M Taylor

## **Treasurer**

drs. J Derwig RA

## **Vice-Chancellor and Chief Executive**

Professor C M Snowden BSc MSc PhD FRS FREng

FRET FIEEE FCGI

## **Senior Deputy Vice-Chancellor**

Professor J A Turner MA DPhil FRHistS

## **Deputy Vice-Chancellor (Academic Development)**

Professor Nigel Seaton

## **Pro-Vice-Chancellors**

Professor D W Airey HMI BA MSc FHCIMA FRSA

FTS AcSS

Professor B G Evans BSc FIET FRSA FREng

Professor W R Robertson BSc PhD FRCPath

Professor B L Weiss BSc PhD DSc DEng CEng CPhys

FIET FInstP SMIEEE ILTM

## **Director of Corporate Services**

Mr G K Melly MBA CAIB

## **Director of Finance**

Mr D J Sharkey LLB ACA

## **Registrar and Secretary**

Mr P Henry BSc GradCertEd MBA MCMI TD

## **Registrar Emeritus**

Mr P W Beardsley BA FRSA

## Associated Institutions

In addition to our own programmes, the University validates and accredits a wide range of activities in other institutions which are listed below.

Academy of Contemporary Music (ACM)

[www.acm.ac.uk](http://www.acm.ac.uk)

Chartered Institute of Professional Development Training (CIPD Training Division)

[www.cipd.co.uk](http://www.cipd.co.uk)

Farnborough College of Technology

[www.farn-ct.ac.uk](http://www.farn-ct.ac.uk)

Guildford College of Further and Higher Education

[www.guildford.ac.uk](http://www.guildford.ac.uk)

Highbury College

[www.highbury.ac.uk](http://www.highbury.ac.uk)

North East Surrey College of Technology (Nescot)

[www.nescot.ac.uk](http://www.nescot.ac.uk)

Life Academy

[www.life-academy.co.uk](http://www.life-academy.co.uk)

Royal Academy of Dance

[www.rad.org.uk](http://www.rad.org.uk)

Southern Theological Education and Training Scheme (STETS)

[www.stets.ac.uk](http://www.stets.ac.uk)

St John's Seminary

[www.wonersh.org](http://www.wonersh.org)

St Mary's University College

[www.smuc.ac.uk](http://www.smuc.ac.uk)



# Visiting the University

There are various opportunities for you to visit the University of Surrey for a general tour. In addition, Faculties may be able to organise a visit if you contact them in advance. Please see the relevant subject entry for contact details.

## **Guided campus tours**

Guided tours of the campus take place every Wednesday at 1pm. Tours last approximately one hour and include a visit to a Court of Residence. Booking is essential.

## **Self-guided tour**

You can obtain a self-guided tour from Reception on the ground floor of Senate House, Monday to Friday, 8.30am–8pm, or from the Security Office, Senate House at the weekend. You will not be able to see inside a Court of Residence on this tour.

## **Virtual tour of the campus**

View 360° panoramas of the campus and local area, as well as slideshows and videos on our website:

**[www.surrey.ac.uk/virtualtour](http://www.surrey.ac.uk/virtualtour)**

For further information on a general visit, or to book a place, please contact us or visit our website:

T: 0800 980 3200 or +44 (0)1483 683937

F: +44 (0)1483 683948

E: [opendays@surrey.ac.uk](mailto:opendays@surrey.ac.uk)

**[www.surrey.ac.uk/opendays](http://www.surrey.ac.uk/opendays)**

## **Access for visitors with disabilities**

There are some steep inclines on the University campus. However, most parts are accessible by wheelchair. Anyone with a mobility difficulty should contact us in advance on +44 (0)1483 689905 for advice and to ensure that a parking space is available. For general enquiries regarding accessibility for students and/or visitors with special needs, please contact a member of Additional Learning Support on +44 (0)1483 689609. Visitors' vehicles displaying an orange or blue badge may park free in the car parks and in disabled bays.

## **Car parking**

You can park in the pay-and-display car park, signposted from the main entrance to the University. At the time of going to press the current parking charges are: £0.60 for up to one hour, £1.20 for up to two hours, £4.30 for up to four hours, thereafter £6.50 for the day. The top two tariffs are also payable by credit/debit cards.

If you have been issued with a visitor parking permit by your host Faculty or Department, you should park in the University's main car park. All vehicles must display a permit between 7.30am and 5pm from Monday to Friday. Parking outside of these hours and at weekends is free and does not require a permit or pay-and-display ticket. Eligibility for parking permits as a student at the University can be viewed at:

**[www.surrey.ac.uk/corporate/visitors](http://www.surrey.ac.uk/corporate/visitors)**

Alternatively, you can contact the Security Office:

T: +44 (0)1483 682009

# Getting to the University

## By Car

Guildford is 30 miles south-west of London, on the A3 London–Portsmouth road. If approaching from London or the M25 (Junction 10), remain on the bypass (A3) until you reach the exit signed to the Cathedral and the University. The campus is very close to this junction. Simply follow the signs to the University, being careful not to follow signs to the town centre.

If approaching on the A322 or A323 from Bagshot or Aldershot, at the A3 roundabout take the exit signed to Portsmouth, and then turn off the A3 at the first exit (signed to the Cathedral and the University).

If entering Guildford from Horsham (A281) or Godalming (A3100), leave the central gyratory system at the exit signed for Farnham (A31). After approximately 200 yards, at the mini-roundabout, take the first turning right into Guildford Park Road, and continue along Madrid Road and The Chase for a mile. At the next roundabout, take the third exit for the University entrance.

## By Train

Guildford is on the main line between London Waterloo and Portsmouth. Half-hourly train services run from Guildford to Waterloo, with journey times of 40 minutes. For further information, call National Rail Enquiries on +44 (0)8457 484950.

### From the railway station

*Walking:* Leave station by footbridge and rear exit. Turn right from the station along Guildford Park Road and take the second turning on the right. Follow the path through the park-and-ride car park to the campus.

*Bus:* ARRIVA buses (leave station by footbridge and rear exit, cross main road to bus stop) operate a continuous service to the campus. Services 17 and 27 run frequently between 6am and 7.30pm, with the number 27 service running half-hourly until approximately 11.30pm. On Sundays there is a reduced service. For further information, call Traveline on 0870 6082608.

*Taxi:* From main (eastern) exit.

## By Coach

National Express coach number 030 runs between Victoria Coach Station in London and Tesco, Egerton Road (a few minutes' walk from the University). For further information, call 08705 808080.

## By Air

Guildford is conveniently placed for both Heathrow and Gatwick airports.

### Via London Airport (Heathrow)

Rail–air link coaches leave Terminal 2 for Woking railway station from 6.30am to 10.50pm, picking up from Terminals 3, 1, 4 and 5. Between 6.25am and 8.30pm they run approximately every half an hour; otherwise it is an hourly service. Journey time to Woking is one hour. There are frequent trains from Woking to Guildford. Timetabling information is available from National Rail Enquiries:

T: +44 (0)8457 484950

[www.nationalrail.co.uk](http://www.nationalrail.co.uk)

### Via London Airport (Gatwick)

Gatwick station is positioned in the South Terminal of the airport and provides direct rail–air link trains to Guildford hourly between approximately 5.15am (6am on Sundays) and 11pm. Timetabling information is available from National Rail Enquiries:

T: +44 (0)8457 484950

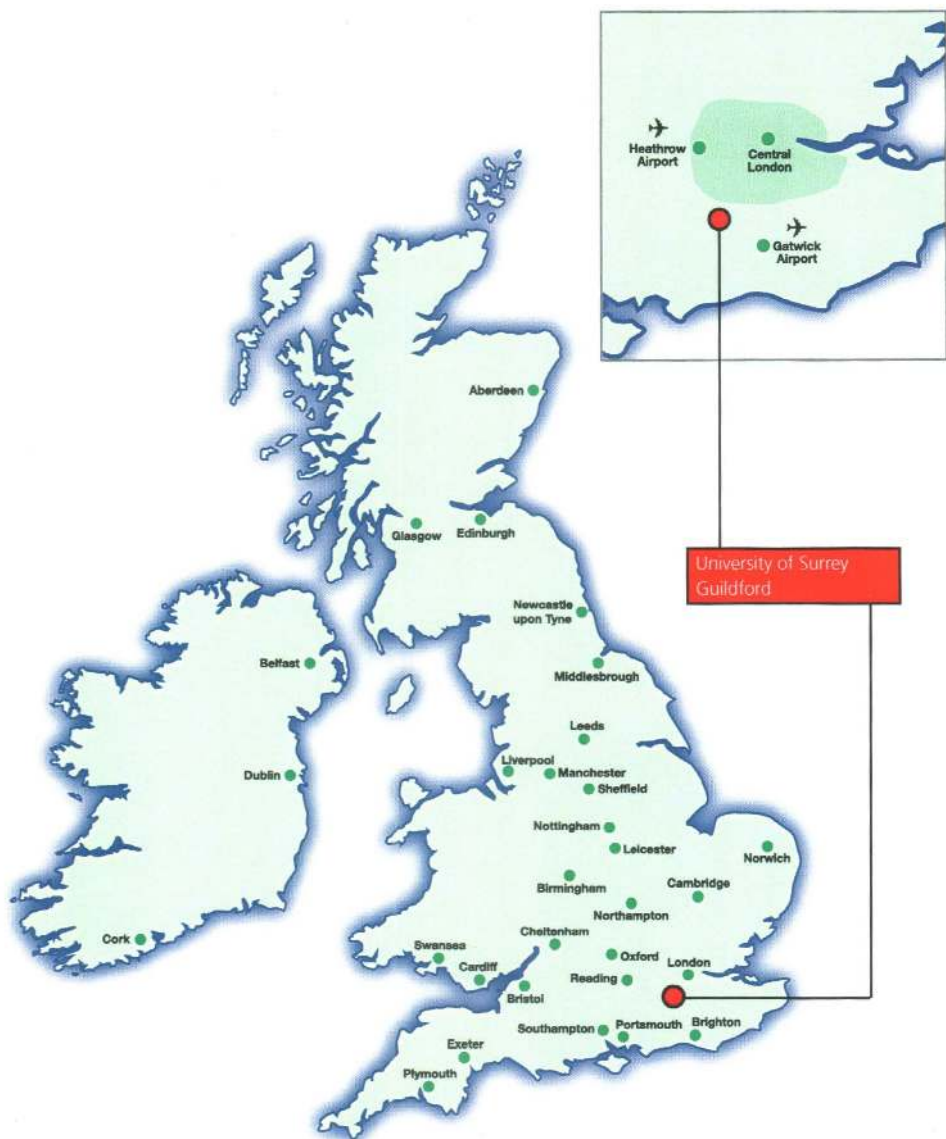
[www.nationalrail.co.uk](http://www.nationalrail.co.uk)

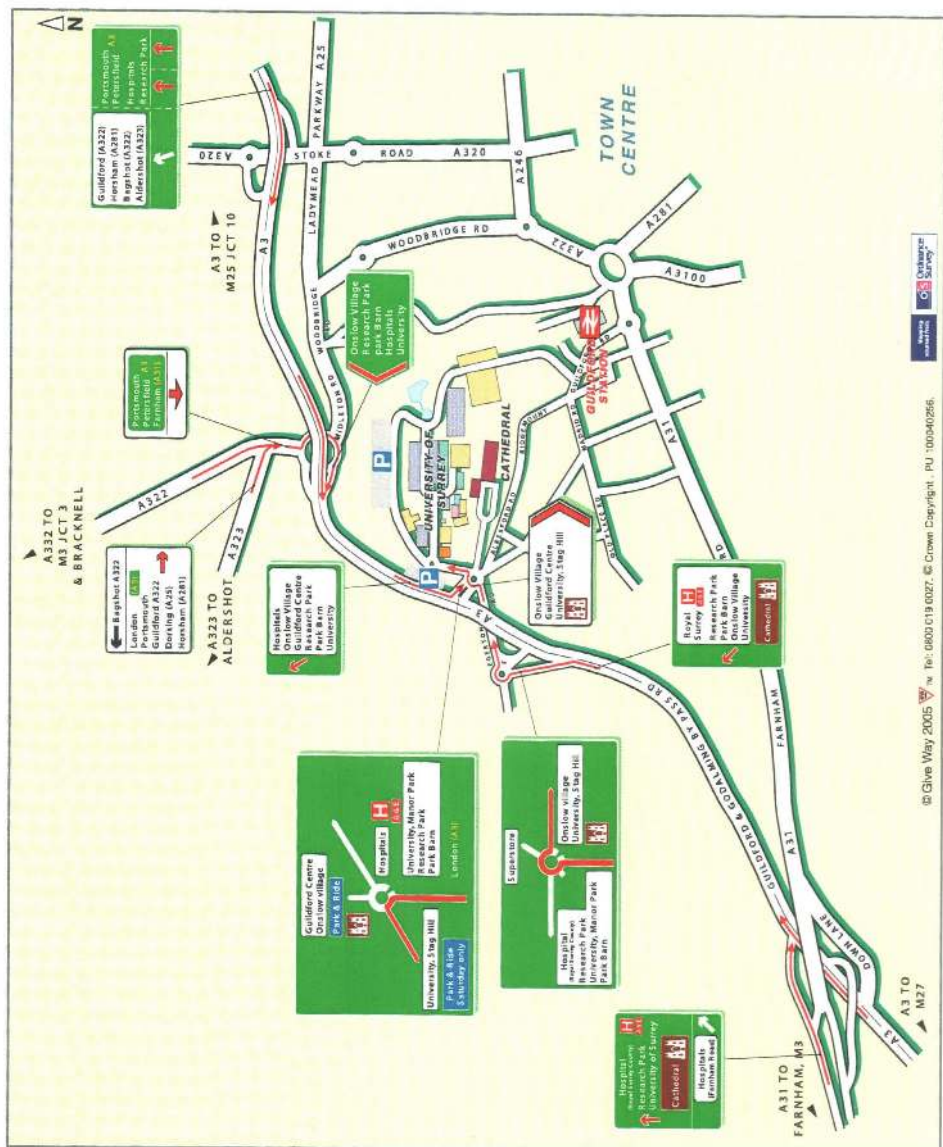


## Getting to the University













## Key Buildings

Advanced Technology Institute	3
Austin Pearce Building	22
Duke of Kent Building	19
Lecture Theatre Block	12
Nodus Building	2
Oak House	17
Performing Arts Technology Studios (PATS)	6
School of Management Building	23
Senate House	14
Teaching Block	7
University Hall	17

## Academic Departments: Enquiry Offices

Faculty of Arts and Human Sciences	AC
Culture, Media and Communication	2/6
Dance and Theatre Studies	AD
Economics	AC
English	22
Language and Translation Studies	6
Music and Sound Recording	AD
Psychology	AC
Political, International and Policy Studies	AD
Sociology	AA
Faculty of Engineering and Physical Sciences	AY
Faculty of Health and Medical Sciences	19
Biomedical and Chemical Sciences	23
Nursing, Midwifery and ODP	23
School of Management	23
School of Law	23

## Other Departments and Facilities

Accommodation Office	13
Administration (Registry)	16
Advanced Technology Institute	3
Bank (NatWest)	4
Bookshop	10
Careers Service	13
Central Distribution and Goods In	2a
Continuing Education Centre	14
Estates and Facilities Management Reception	2b
Health Centre	21
International Office	13
Laundrette	11
Lewis Elton Art Gallery and Arts Office	9
Library	9
Post Office	11
Quiet Centre	5
Registry Student Centre	16
Research and Enterprise Support (RES)	14
Security Office (open 24 hours)	14
Senate House Reception	14
Shop (One Stop)	11
Sports Centre (UniSPORT)	1
Student Advice and Information Service	15
Student Counselling Centre	20
Students' Union	18
Surrey Design and Print	10

## Restaurants, Cafés and Bars

Chancellor's Bar and Restaurant	18
Lakeside Restaurant	23
Roots Café Bar	17
Rushes Restaurant	11
Seasons Restaurant	17
Sorrento's Coffee Shop	23
Starbucks Coffee Shop	17
Wates House	8

## At Our Manor Park Site

Clinical Research Centre
Manor Park Residences
Postgraduate Medical School
Varsity Centre

# Further Information

## Semester Dates

### Autumn semester

Monday 5 October 2009 to  
Friday 18 December 2009

### Spring semester

Monday 11 January 2010 to  
Friday 26 March 2010  
and  
Monday 26 April 2010 to  
Friday 18 June 2010

The semester dates for some degree programmes are different from the standard semester dates shown above. Full details are available from the Student Record and Fees Office in the Registry.



## Fairtrade University

The University of Surrey has been awarded Fairtrade University status by the Fairtrade Foundation. With growing support for Fairtrade among students and staff, the University has made an important commitment to ensuring a better deal for disadvantaged producers in the developing world.

If you would like to find out more about Fairtrade on campus, get involved via the Fairtrade Forum, or join our mailing list.

E: [fairtrade@surrey.ac.uk](mailto:fairtrade@surrey.ac.uk)

<http://portal.surrey.ac.uk/fairtrade>

## Alternative formats

Our postgraduate information can be made available in alternative formats, such as electronic, large print, Braille or audio tape, upon request. Please contact us for further information.

## Credits

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[www.surrey.ac.uk](http://www.surrey.ac.uk)

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Simon Carter, Gary Church (dance photography),  
Jellytree Video Arts, Ashley Prytherch (Royal Surrey County Hospital), Xavier Laurent (SBARD New Media), Edward Schneider, Helen Stone, University of Surrey staff and students.

### Disclaimer

Every effort has been made to ensure the accuracy of the information contained in this prospectus at the time of going to press (05/03/2009). The University undertakes all reasonable steps to provide the educational services described in this prospectus but reserves the right, however, to introduce changes to the information given including the addition, withdrawal or restructuring of degree programmes. Should industrial action or circumstances beyond the control of the University interfere with its ability to provide educational services, the University undertakes to use all reasonable steps to minimise any resultant disruption. Please refer to our website, which may contain differences and should be regarded as the definitive version.







# Take your next step



## Contact Us

T: 0800 980 3200 / +44 (0)1483 681681

E: [pg-enquiries@surrey.ac.uk](mailto:pg-enquiries@surrey.ac.uk)

## Come and See for Yourself

We run guided tours of our campus every Wednesday at 1pm. Booking is essential.

You can book online, by email or by telephone.

T: 0800 980 3200 / +44 (0)1483 683937

E: [campustours@surrey.ac.uk](mailto:campustours@surrey.ac.uk)

**[www.surrey.ac.uk/gateway/campustours](http://www.surrey.ac.uk/gateway/campustours)**

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[www.surrey.ac.uk](http://www.surrey.ac.uk)

