

## Postgraduate Bulletin

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A quiet spot in Sweden for a 3MAC student

### SWEDISH COURSES

There is a wide range of Swedish-based courses suitable and recommended for students who need to study in their own language. We have received valuable guidance that ages 18-20 is a special time for postgraduate studies, so there is no need to hesitate because of language difficulties. Select your Swedish course from the following: Accounting 1, 2 and 3, CC Accountant Economist, CC Control & Accounting Economist, Financial Economist, Business Administration, Market Economist, Marketing & Sales, Business Law, Corporate Law, Contract Law. Contact your local Postgraduate Coordinator for further details or email [jan.rosdahl@ubteam.com](mailto:jan.rosdahl@ubteam.com).

### DO YOU LIVE IN DENMARK?

If you find English-based courses too challenging we recommend a comprehensive Danish distance learning course on business administration which covers communications, innovation, IT, leadership, sales and marketing, business economics and logistics. Contact Hamish Harding for full details. Email: [mhharding@milford.dk](mailto:mhharding@milford.dk).

### A REMINDER

We must not forget the valuable guidance given last year about face to face and live online tuition –  
*'If tutor support is needed for any student or group of students this must be done via a GTM/Webinar or phone. If a face-to-face meeting is required it is only with our students in a venue that we own and control.'*

It is permissible for students to obtain tutor support by email if that method of communication has been agreed between the parties concerned as the most convenient.

### KEEP IT PROFESSIONAL

In our March Bulletin students were reminded to make full use of the professional help available from their college tutors. At the same time it is important to remember that, whilst keeping tutor contact friendly, any familiarity or over-friendliness tends to breed lack of respect. Tutors are professional people and all contacts must be held at a professional level.

### EMPLOYER SUPPORT

If you're learning while you're earning but lack employer involvement why not approach your employer positively and simply ask for a little support? Nothing ventured is nothing gained. Point out that he is employing someone whose IQ is continually increasing and that he might like to offer you a time and place on the premises for studying, if possible partly or wholly during paid work hours. If he feels he can provide some financial support by awarding a bonus when an exam is passed or by paying for some of the course material, then such payment(s) can be treated for tax purposes as business expenses. He may never have realised that you need some encouragement and you could end up being pleasantly surprised! Another employer incentive is for you to give him a monthly update on the core elements of what you have learnt, highlighting one or two aspects which may be specifically appropriate to the business.

### THE FIRST ELEVEN!

UBT's first Apprenticeship Course kicked off with a Launch Day at Welcome House, Coventry on Wednesday 1st May. Eleven students from around England have enrolled on a Pilot Scheme for Advanced Apprenticeship of Business Administration (AABA), which is a Level 3 qualification provided by Babington College, Derby. The course is fully funded by the Government for students who are still age 18 at time of enrolment, and 50% funded for 19-23 year-olds. AABA is a flexible, hands-on qualification covering a wide range of business administration skills. In common with other Apprenticeships, much of the learning and assessment will be completed during work hours. Assuming the success of this Pilot Scheme, the concept of Government-funded Apprenticeships is likely to be promoted more widely to this year's school leavers. Watch this space!

### PASS ON YOUR EXAM TIPS!

Happiness comes through helping others! Please could all students send their one best exam tip to [geoff.holding@ubteam.com](mailto:geoff.holding@ubteam.com). A selection will then be published and circulated for the benefit of all. Anonymity is guaranteed but altruism will succeed!

### MORE LAW STUDENTS NEEDED

We must not forget that valuable counsel – *'Every young person needs an understanding of accounts, tax and law.'* If you are interested in studying Law email [oliver.woodcock@ubteam.com](mailto:oliver.woodcock@ubteam.com) and he will put you in touch with the excellent well-established provider of Law courses by distance learning, used by many of our students. The courses recommended take 1-2 years and on successful completion the award is a Certificate or Diploma with the Chartered Institute of Legal Executives. You will then be better equipped for the business world and more useful in legal matters.

A student writes: *'From the detail of the litigation process to the ingredients of a legally binding contract, I can truly say that the CILEX Law Course is an enlightening experience!'*

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*"The greater danger lies not in setting our aim too high and falling short, but in setting our aim too low and achieving our mark."*