



## **Module Handbook**

[Modules are available to students coming on the following incoming programmes: non-European exchange; European exchange; full-year fee-paying study abroad]

# **Post-Graduate Incoming Students**

**2025/2026**

**Durham University Business School**

## CONTENTS:

A: THE SCHOOL .....	3
A1: School Coordinators .....	4
B: DEGREE STRUCTURE .....	5
C: REQUIREMENTS AND RESTRICTIONS .....	6
C1: General .....	6
C2: School Requirements and Restrictions .....	8
D: MODULE DETAILS .....	8
D1: Modules available to students coming on a direct department link .....	9
Frequently Asked Questions .....	16

## A: THE SCHOOL

Durham University Business School (<http://www.dur.ac.uk/business>) is a vibrant and multi-disciplinary business school based in Durham City Centre, offering access to several locations across the city.

Location maps are found here: <https://www.dur.ac.uk/map/>

Durham University Business School is one of the longest established business schools in the UK. Together we combine academic excellence, internationally rated research and superb student support services to give students the very best business education:

- Durham University was ranked 6<sup>th</sup> overall in **The Guardian University Guide 2025** and 7<sup>th</sup> in **The Complete University Guide 2025**.
- In the **QS World University Rankings 2025**, the University is 89<sup>th</sup>.
- 58<sup>th</sup> in the **FT European Business School Ranking 2024**.
- Durham University Business School is one of an elite group of institutions worldwide recognised by all three major accreditation bodies: AACSB, AMBA and EQUIS.
- All Durham University Business School's MSc Finance programmes have Chartered Financial Analyst (CFA)® recognition through partnership status with the Institute.

The Business School is underpinned by a world-class academic community:

- 140+ full or part time, plus visiting faculty
- Pool of quality academics, practitioners and consultants and an active guest speaker programme from leading public and private sector organisations

Its student body represents over 100 nationalities, comprising:

- c. 2800 undergraduate students\* at Durham Campus.
- c. 1200 postgraduate taught students\*, including DBA, MBA, MA, MSc.
- 200+ doctoral research students\*.

\*Student numbers representative of 2023/24

A1: School Coordinators:

**International Team, Durham University Business School:**

- Pauline Dowson-Pounder – International Experiences & Partnerships Manager
- Natalie Mcneil – International Experiences & Partnerships Coordinator
- Ryan Wong – International Experiences & Partnerships Administrator

**International, Engagement and Careers Team**

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**Exchanges Coordinator (Academic):**

Dr Grace Gao

All queries should be sent to [business.international@durham.ac.uk](mailto:business.international@durham.ac.uk)

For further information to support you during your time at Durham University, please visit the Durham University Business School (DUBS) [Incoming Exchange Students](#) intranet site. You will be able to access this once your IT access is set up.

## B: DEGREE STRUCTURE

Durham University Business School offers a range of single, joint and with, honours programmes. At Master level, we offer the following programmes:

MSc Accounting

<https://www.dur.ac.uk/business/programmes/masters/msc-in-accounting/>

MSc Economics

<https://www.dur.ac.uk/business/programmes/masters/masters-in-economics/>

MSc Finance

<https://www.dur.ac.uk/business/programmes/masters/finance/>

MSc Management

<https://www.dur.ac.uk/business/programmes/masters/management/>

MSc Marketing

<https://www.dur.ac.uk/business/programmes/masters/marketing/>

Details of these programmes can be found in the University's Faculty Handbook Online at:

[Faculty Handbook - Postgraduate Module Handbook 2024/2025](#)

In Durham, the following postgraduate qualifications are also offered, but they are **not** included in the exchange programme:

- MSc Business Analytics
- Durham MBA: Full Time, Online, Executive (Part time), Distance Learning
- Executive Masters and tailored Executive Education Programmes
- Research Degrees: DBA, MPhil / PhD

All Postgraduate degrees at Durham University Business School have a modular structure, consisting of modules that are usually studied over either one or two term terms of the year.

All modules are assessed within the year in which they are taught, and assessment takes the form of assignments and/or examinations.

## C: REQUIREMENTS AND RESTRICTIONS

**This section contains important information for setting up your academic programme at Durham University. Please read through this section carefully before considering your modules and filling in the Learning Agreement!**

### C1: General

#### Choice of Modules

#### **IMPORTANT NOTE FOR STUDENTS: PLEASE READ **BEFORE** COMPLETING YOUR LEARNING AGREEMENT**

At Durham University, exchange agreements are signed by individual university departments/faculties and are not university-wide agreements. This means that you will have to choose modules within the Business School only, as this is the faculty that the agreement with your home university has been signed. Please follow the advice below carefully before completing your Learning Agreements.

Please clearly indicate the modules you wish to take on your Learning Agreement (included in your application package) for approval. Before completing your Learning Agreement, it is very important that you read the relevant departmental section(s) of this module handbook to check which modules are available to you and any restrictions that may apply. It is imperative that a properly completed Learning Agreement is submitted as part of the application form. Only completed applications can be processed.

*Section D: Module Details* provides a list of modules available for incoming students. Please choose from these modules only.

To find out about the details for each module (teaching methods and contact hours, prerequisite academic background, method of assessment, content, etc.), please refer to the Faculty Handbook. Module List in Section D includes links to each of the module outlines.

## Postgraduate Timeline:

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Term 1 Modules			Term 1 Exams					
			Term 2 Modules				Term 3 Modules	
							Term 2 & 3 Exams	

Visiting postgraduate students typically stay for one Term (plus the exam period) and undertake between 2 to 4 modules.

Term 1 (what we call Michaelmas): lectures start from 6<sup>th</sup> October 2025 and finish 12<sup>th</sup> December 2025. If students have chosen a module assessed by a written assignment (in which case they could be assessed by a 'take away' paper), they would stay until December. If students have chosen modules assessed by examination, they will have to sit them in Durham and therefore return after the New Year. **The Michaelmas term exam period is early January 2026.**

Term 2 (what we call Epiphany): Lectures would start from Monday 12<sup>th</sup> January 2026 and finish on Friday 20<sup>th</sup> March 2026, with **exams during May and June 2026**. Again, students can stay until March if they have 'take away' papers, however, if your modules are assessed by examinations you will have to return to Durham after the Easter vacation.

You can identify the modules for Term 1 (Michaelmas) as they will have number 1 under the Term column on the list at the end of this handbook. Likewise, for Term 2 (Epiphany) modules, they are listed with number 2 under the Term column. **BE CAREFUL WHEN YOU SELECT YOUR MODULES - ONLY CHOOSE MODULES IN THE CORRECT TERM YOU ARE ATTENDING.**

All modules are taught and assessed in English.

Term 1 (Michaelmas) exams will take place during January and Term 2 (Epiphany) exams will take place during May/June each year. Please note that not all modules are assessed by examination, some are assessed by assignments and projects, etc. (see list of modules). Students should plan their stay in Durham to include both the teaching and examination periods.

Many Durham students decide to remain in Durham during the revision periods to prepare efficiently for the exams. Exchange students may consider doing this as well. If for any reason exchange students cannot attend exams in Durham during the exam periods (January and May/June) they must choose Durham modules that are assessed by assignment only (see list of modules). We do not provide alternative arrangements for students to take examinations away from Durham.

**All modules listed are subject to change for 2025/26.** Incoming students can choose modules, from MSc Business School programmes listed on Page 5, timetable permitting (the timetable will be available during August/September 2025).

**IMPORTANT NOTE: IF YOU MIX MODULES FROM DIFFERENT PROGRAMMES (E.G. FINANCE AND MANAGEMENT OR ANY OTHER COMBINATION, IT IS VERY LIKELY THAT THERE WILL BE TIMETABLE CLASHES.)**

**N.B. Each single module carries 7.5 ECTS (equal to 15 UK credits)**

**You will receive full ECTS credits for a module if you pass the exam (50% pass mark).**

### **Transcripts:**

For **Term 1 modules**, Exam Boards take place during March/April and official transcripts are usually available at the **END OF APRIL**. For **Term 2 modules**, Exam Boards take place during June/July and official transcripts are usually available **MID-JULY**; in the interim, the Programme Team can provide students with an unofficial statement of marks (subject to the release of provisional marks).

### **C2: School requirements and restrictions**

**Postgraduate Incoming students on a Durham University Business School exclusive exchange can only choose among the postgraduate modules offered in Durham University Business School.** Students are expected to attend all classes and attendance is monitored.

### **Co-requisites / Prerequisites**

**Co-requisite\*** means you must take that module **together with** another.

**Pre-requisite\*** means you must have completed the prerequisite module **before** studying the current module. For example, the prerequisite for Financial Risk Management is Derivative Markets. If you have already studied Derivative Markets at your home university then you may be able to study Financial Risk Management in Durham (subject to approval).

\*The above restrictions are to enable students to understand the material that they are studying.

### **D: MODULE DETAILS**

The following section lists modules that are available to you.

To find further details for each module (teaching methods and contact hours, prerequisite academic background, method of assessment, content, etc.) please refer to the Faculty Handbook by clicking the link in the table.

Please be aware that **not** all modules listed below may run in the academic year (or the Term outlined below) that you are applying for as there may be last minute changes.



## Changing Your Modules:

Students who study with us in Michaelmas Term are offered the opportunity to change their module choices during their induction week and throughout the first week of term (subject to approval by the Exchange Coordinator). The deadline for Term 1 (Michaelmas Term) module changes is planned for 10<sup>th</sup> October 2025. The deadline for Term 2 module changes is 5<sup>th</sup> December 2025 and no changes will be allowed once Epiphany Term starts in January 2026. **You must have all of your modules registered on Banner Self Service before Epiphany Term starts.**

Upon arrival, you will be able to obtain all signatures you require (including on your Learning Agreement); therefore, we request that you bring all of your documentation to Induction. You will receive more details/information on modules including instructor's name, reading lists and contents, when you register on arrival at Durham through Timetable and Blackboard Learn Ultra.

### **D1: Modules available to students coming on a direct departmental link**

Modules offered are listed below. Visiting students can select modules from the programmes listed below. Please note that if you mix modules from several programmes there may be timetable clashes. In that case you will be given the opportunity to change your selection upon arrival. **Please note that this module list is subject to change. Should any module(s) become unavailable, students will be notified, and the updated module list will be shared with all students.**

## Module List 2025-2026

### Section A: Accounting

#### Term 1

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
ACCT40915	N/A	<a href="#">Corporate Governance</a>	1	15	100% 2500 word assignment
ACCT40315	N/A	<a href="#">Financial Accounting and Reporting</a>	1	15	100% 2 hour examination
ACCT40415	N/A	<a href="#">Financial Planning &amp; Control</a>	1	15	100% 2 hour examination
ACCT40815	N/A	<a href="#">Accounting Theory</a>	1	15	100% 2500 word assignment

#### Term 2

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
ACCT40115	Co-Req ACCT40315	<a href="#">Auditing and Accountability</a>	2	15	100% 2500 word assignment
ACCT40215	N/A	<a href="#">Modern Accounting Research</a>	2	15	100% 2500 word assignment
ACCT40515	N/A	<a href="#">Research Methods in Accounting</a>	2	15	100% 2500 word research proposal
ACCT42115	N/A	<a href="#">Accounting: An Information Content Perspective</a>	2	15	100% 2 hour examination
ACCT41015	Co-Req ACCT40315	<a href="#">Financial Statement Analysis</a>	2	15	100% 2500 word assignment

## Section B: Economics

### Term 1

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
ECON44815	N/A	<a href="#">Advanced Macroeconomics</a>	1	15	70% 2 hour in-person written examination, 30% 1000 word project
ECON44715	N/A	<a href="#">Advanced Microeconomics</a>	1	15	100% 2 hour in-person written examination
ECON41515	<a href="#">Yes</a>	<a href="#">Econometric Analysis</a>	1	15	25% 1000 word project AND 75% 2 hour in-person written examination
ECON42515	N/A	<a href="#">Behavioural Economics</a>	1	15	40% 750 word assignment AND 60% 1500 word assignment
ECON40615	N/A	<a href="#">Environmental and Climate Economics</a>	1	15	40% take home assignment (one week) AND 40% in-class tests AND 20% recorded presentation

### Term 2

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
ECON47715	Co-Req ECON41515	<a href="#">Microeconometrics</a>	2	15	100% 3000 word project
ECON41615	Co-Req ECON41515	<a href="#">Time Series Analysis</a>	2	15	50% 1250 word project AND 50% 2 hour in-person written examination
ECON44415	N/A	<a href="#">Development Economics</a>	2	15	100% 2 hour in-person written examination
ECON43415	N/A	<a href="#">Experimental Economics</a>	2	15	100% 2 hour in-person written examination
ECON44115	N/A	<a href="#">Game Theory</a>	2	15	100% 2 hour in-person written examination
ECON44215	N/A	<a href="#">Industrial Organisation</a>	2	15	100% 2 hour in-person written examination
ECON40815	N/A	<a href="#">International Trade and Finance</a>	2	15	100% 2 hour in-person written examination
ECON42015	N/A	<a href="#">Money and Banking</a>	2	15	100% 2 hour in-person written examination
ECON44615	N/A	<a href="#">Natural Resource Economics</a>	2	15	100% 2 hour in-person written examination

## Section C: Finance

### Term 1

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
FINN40515	Co-Req FINN41715	<a href="#">Advanced Financial Theory</a>	1	15	100% 2 hour in-person written examination
FINN43515	N/A	<a href="#">Banking and Financial Intermediation</a>	1	15	100% 2500 word assignment
FINN40615	Co-Req FINN40515 FINN41715	<a href="#">Corporate Finance (MSc Finance)</a>	1	15	100% 2 hour in-person written examination
FINN40715	Co-Req FINN40515	<a href="#">Derivative Markets</a>	1	15	20% 1 hour multiple choice test AND 80% 2500 word assignment - to be confirmed
FINN41715	N/A	<a href="#">Econometric Methods</a>	1	15	40% 2000 word written group project AND 60% 2 hour online synchronous timed written examination
FINN41315	N/A	<a href="#">Financial Technologies</a>	1	15	100% 2500 word assignment
FINN42215	N/A	<a href="#">Fundamentals of Finance</a>	1	15	100% 2 hour in-person written examination
FINN43815	N/A	<a href="#">Python for Finance</a>	1	15	60% 2 hour online synchronous timed written exam AND 40% 2500 word group project
FINN40115	Co-Req FINN40515	<a href="#">Security Analysis</a>	1	15	100% 2500 word assignment

## Section C: Finance

### Term 2

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
FINN43715	N/A	<a href="#"><u>Advanced Financial Technologies</u></a>	2	15	100% 2500 word assignment
FINN41215	N/A	<a href="#"><u>Bank Management</u></a>	2	15	100% 2 hour in-person written examination
FINN43615	N/A	<a href="#"><u>Behavioural and Neurofinance</u></a>	2	15	100% 2500 word assignment
FINN43415	N/A	<a href="#"><u>Capital Market Development</u></a>	2	15	100% 2500 word assignment
FINN41515	N/A	<a href="#"><u>Climate Finance</u></a>	2	15	100% 2500 word assignment
FINN42315	N/A	<a href="#"><u>Corporate Finance and Operational Risk</u></a>	2	15	100% 2500 word assignment
FINN44215	N/A	<a href="#"><u>Cybersecurity in Finance</u></a>	2	15	100% 2500 word assignment
FINN50115	N/A	<a href="#"><u>Financial Management</u></a>	2	15	100% 2 hour in-person written examination
FINN41615	Co-Req FINN41715	<a href="#"><u>Financial Modelling and Business Forecasting</u></a>	2	15	100% 2500 word project
FINN40215	Co-Req FINN40715	<a href="#"><u>Financial Risk Management</u></a>	2	15	100% 2 hour in-person written examination
FINN41415	N/A	<a href="#"><u>Fintech Regulations</u></a>	2	15	100% 2500 word assignment
FINN40815	Co Req FINN40515 or ECON44715	<a href="#"><u>Market Microstructure</u></a>	2	15	100% 2500 word assignment
FINN40915	N/A	<a href="#"><u>Mergers, Acquisitions and Other Corporate Restructuring</u></a>	2	15	100% 2500 word assignment
FINN42115	N/A	<a href="#"><u>Multinational Finance</u></a>	2	15	100% 2 hour in-person written examination
FINN40415	Co Req FINN40515	<a href="#"><u>Portfolio Management</u></a>	2	15	100% 2500 word assignment
FINN43915	N/A	<a href="#"><u>Private Equity and Wealth Management</u></a>	2	15	100% 2500 word assignment
FINN44115	Co Req FINN43515	<a href="#"><u>Sustainability in Banking</u></a>	2	15	100% 2500 word assignment

## Section D: Management & Marketing

### Term 1

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
BUSI4G515	N/A	<a href="#"><u>Business to Business Marketing</u></a>	1	15	100% 2500 word individual marketing plan
BUSI42515	N/A	<a href="#"><u>Buyer Behaviour and Marketing Innovation</u></a>	1	15	100% 2500 word assignment
BUSI45J15	N/A	<a href="#"><u>Consulting</u></a>	1	15	100% Group assignment and 15 minute presentation
BUSI4H215	N/A	<a href="#"><u>Contemporary Marketing Communication</u></a>	1	15	100% 3000 word assignment
BUSI4G215	N/A	<a href="#"><u>Decision Making and Business Option Modelling</u></a>	1	15	100% 3 hour timed synchronous exam (online)
BUSI4Q415	N/A	<a href="#"><u>Digital Marketing</u></a>	1	15	100% 2500 word assignment
BUSI4Q515	N/A	<a href="#"><u>Global Sport Business</u></a>	1	15	100% 2500 word assignment
BUSI53215	N/A	<a href="#"><u>Human Resource Management</u></a>	1	15	100% 2 hour examination
BUSI47H15	N/A	<a href="#"><u>Introduction to Entrepreneurship</u></a>	1	15	100% 2500 word exercise
BUSI4G915	N/A	<a href="#"><u>Marketing Management and Strategy</u></a>	1	15	100% 2500 word written report
BUSI4H015	N/A	<a href="#"><u>Marketing Theory</u></a>	1	15	100% 3000 word assignment
BUSI55215	N/A	<a href="#"><u>Operations and Supply Chain Management</u></a>	1	15	100% 2500 word assignment
BUSI4V815	N/A	<a href="#"><u>Organisational Behaviour</u></a>	1	15	100% 2500 word assignment
BUSI45Y15	N/A	<a href="#"><u>Project Management</u></a>	1	15	100% 2500 word assignment
BUSI5B815	N/A	<a href="#"><u>Strategic Marketing Management</u></a>	1	15	100% 2500 word assignment
BUSI42115	N/A	<a href="#"><u>Strategy</u></a>	1	15	100% 2500 word assignment
BUSI48W15	N/A	<a href="#"><u>Sustainable Supply Chain Management</u></a>	1	15	100% 2500 word assignment
BUSI4X215	N/A	<a href="#"><u>Thinking Entrepreneurially</u></a>	1	15	100% 2500 word assignment

## Section D: Management & Marketing

### Term 2 & 3

Module Code	Pre/Co-requisites	Module Name	Term	Credit	Summative
BUSI49W15	N/A	<a href="#"><u>Advanced Marketing Strategy</u></a>	2	15	100% 2500 word assignment
BUSI4G615	N/A	<a href="#"><u>Arts, Heritage and Tourism Marketing</u></a>	2	15	100% 3000 word assignment
BUSI4AY15	N/A	<a href="#"><u>Business Analytics</u></a>	2	15	50% 1500 word assignment, 30% video presentation, 20% 500 word individual assignment
BUSI46S15	N/A	<a href="#"><u>Competitive Strategies and Organisational Fitness</u></a>	2	15	100% 2500 word assignment
BUSI49U15	N/A	<a href="#"><u>Designing and Marketing Services</u></a>	2	15	100% 2500 word written project report
BUSI4X615	N/A	<a href="#"><u>Digital, Resilient and Sustainable Procurement</u></a>	2	15	100% 2500 word assignment
BUSI5A815	N/A	<a href="#"><u>East Asian Business and Management</u></a>	2	15	100% 2500 word assignment
BUSI5C315	N/A	<a href="#"><u>Employee Relations</u></a>	2	15	100% 2 hour examination
BUSI49Z15	N/A	<a href="#"><u>Employee Reward Strategy</u></a>	2	15	100% 2500 word assignment
BUSI5G815	N/A	<a href="#"><u>Global Business</u></a>	2	15	100% 2500 word assignment
BUSI45W15	N/A	<a href="#"><u>Global Marketing</u></a>	2	15	100% 2500 word assignment
BUSI48Z15	N/A	<a href="#"><u>Global Supply Chain Leadership</u></a>	2	15	100% 2500 word assignment
BUSI45L15	N/A	<a href="#"><u>Human Resource Development</u></a>	2	15	100% 2500 word assignment
BUSI4X715	N/A	<a href="#"><u>Leading and Managing Change</u></a>	2	15	100% 2500 word assignment
BUSI5C715	N/A	<a href="#"><u>New Venture Creation</u></a>	2	15	70% 2000 word assignment AND 30% 1000 word individual reflection
BUSI49T15	N/A	<a href="#"><u>Retail Marketing Management</u></a>	2	15	100% 3000 word assignment
BUSI44U15	N/A	<a href="#"><u>The Science of Leadership</u></a>	2	15	100% 2500 word assignment
BUSI5F015	N/A	<a href="#"><u>Work and Society</u></a>	2	15	100% 2 hour examination

BUSI4AU15	N/A	<a href="#">Artificial Intelligence and Digital Transformation</a>	3 (Block Taught)	15	100% 2500 word assignment
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## Frequently Asked Questions

### 1. Where do I find information about specific modules?

Module outlines are available at [Faculty Handbook](#) provide you with a very good overview of the delivery, contents and assessments for each module. You will be able to access more detailed information (including instructors, detailed syllabus, lecture notes, reading lists etc.) upon arrival at Durham University and after registration at Durham University Business School. We regret we cannot send you these in advance as they may be subject to changes.

Please be careful and consult our Module Handbook when you select modules for Term 1 (Michaelmas) and Term 2 (Epiphany).

### 2. How many ECTS can I gain from each MSc module?

Upon successful completion of each MSc module (pass mark is 50%), you will gain 7.5 ECTS.

### 3. Which modules can I select?

Any module from the list contained in this Module Handbook (subject to you holding the relevant prerequisites/co-requisites and approval from the Exchanges Coordinator). Visiting students can mix available modules from all Master programmes at Durham University Business School.

### 4. I have applied, but I have not received confirmation of my placement at DUBS yet

The confirmation of a placement is sent by our central International Office, and they typically deal with a very large number of applications.

### 5. The confirmation of my placement (offer letter) says I cannot take some modules I had selected

This may be due to several reasons (e.g. module is not running or is delivered in a different term, etc.) and those will be stated on the confirmation letter. You can change your module choice prior to arrival.

### 6. How to Register?

You will complete module registration on our online platform – Banner Self Service on arrival with the School.

### 7. Can I change modules?

Module changes are possible prior to arrival and until Friday 10<sup>th</sup> October 2025. Please email [business.international@durham.ac.uk](mailto:business.international@durham.ac.uk) with your request.

### 8. What happens if my module shows a timetable clash?

Modules that show timetable clashes cannot be approved. You will need to review your module selection and resubmit for approval.



**9. My lecture overlaps into my seminar group**

Wait until you are assigned to a seminar group after you have registered at Durham. The Learning and Teaching Team will endeavour to assign you to a seminar group that does not overlap. Subsequently to this, you can request to change your seminar group but only if you have a valid reason. Please contact [business.masters@durham.ac.uk](mailto:business.masters@durham.ac.uk)

**10. Can I have an alternative assessment for my module?**

We cannot provide an alternative assessment as your placement should be arranged in such a way to include all classes and assessments (we typically offer term/semester modules at Master level).

**11. Can I take modules from different departments?**

No. You can only choose from postgraduate taught Business School Modules. Please refer to exclusions listed on Page 6 of this Module Handbook.

**12. When will I receive my transcript?**

You will receive your transcript once the Board of Examiners have confirmed your marks. For T1 assessments, the BoE will meet in March/April; for T2 assessments, the BoE will meet in July. For the August resit period, the BoE will meet in November.

We can however issue an unofficial statement of marks which will confirm any provisional marks issued.

**13. What happens if I cannot attend an exam?**

Failure to attend an exam will result in a mark of zero for this element of assessment. You must be present in Durham to sit an in-person examination. No alternative assessment can be arranged.

**14. Can students whose exchange is with other departments/faculty attend Business School MSc modules?**

No.

**15. How do I get my documents signed?**

Learning Agreements – any amendments to your LA can be emailed to [business.international@durham.ac.uk](mailto:business.international@durham.ac.uk)

Certification of Placement/Arrival & Departure dates – are signed by the central International Office based in the Palatine centre, you can reach them by email [incoming.exchange@durham.ac.uk](mailto:incoming.exchange@durham.ac.uk)

**16. If I have a query, who should I contact?**

In the first instance email [business.international@durham.ac.uk](mailto:business.international@durham.ac.uk)

If we are unable to answer your query, we will signpost you to the correct department.

**17. If I want to meet the Exchange Coordinator?**

There will be a drop-in session offered once per week during term. The times can be obtained from [business.international@durham.ac.uk](mailto:business.international@durham.ac.uk) or alternatively if you are not able to attend the drop-in session, email for an appointment.