

BSc Business Administration (BBA) Frequently Asked Questions

We have listed here the most common queries we get from prospective students. If your query is not answered in this section, please contact the [BBA Course Secretary](#) and we'll do our best to help.



1. [What grades do I need to get a place on the programme?](#)
2. [What if I just missed my offer grades?](#)
3. [What do you mean when you say the offer will consist of "specific grades and subject order"?](#)
4. [If I get the grades as stated in the offer, but not in the specified subject order, will you reject me?](#)
5. [What if Bath is not my first choice?](#)
6. [If successful, can I defer my place for a year?](#)
7. [I have a place at the University of Bath, but not on the BBA or IMML degree. Will it be possible to transfer to the BBA or IMML degree?](#)
8. [Can I transfer from another University programme onto year two, three or four of your degree?](#)
9. [Can I come and study the final year at Bath and gain a University of Bath degree?](#)
10. [What type of placement can I get?](#)
11. [Can I find my own placement?](#)
12. [How much money will I earn while on placement?](#)
13. [Can I do my placement abroad?](#)
14. [If I already have some work experience can I be exempt from the placements?](#)
15. [What is the mix of male to female and how many foreign students do you have?](#)
16. [I hear there is a lot of group work involved in the programme. Will I be disadvantaged if I am a shy, quiet type or have had no group-work experience?](#)
17. [What programmes can I study throughout the degree?](#)
18. [Who can I turn to if I encounter problems during the degree?](#)

Q. What grades do I need to get a place on the programme?

A. Our offers vary depending on the qualifications gained- please see our [Admissions Guide](#)

Q. What if I just missed my offer grades?

A. Unfortunately we can only consider your case in exceptional circumstances. The programme is always heavily oversubscribed and once all places are filled we can't offer any more. The best we could offer is to re-apply next year.

Q. What do you mean when you say the offer will consist of "specified grades and subject order"?

A. Say for example your subjects are Art, Geography and Business Studies. The offer we give you may be AAB, with the A's to be in Business Studies and Geography.

Q. If I get the grades as stated in the offer, but not in the specified subject order, will you reject me?

A. Not necessarily. It will depend firstly on whether we are your first choice and secondly on the make up of your results and the status of the rest of the applicants. Call us and we can discuss your case.

Q. What if Bath is not my first choice?

A. When we receive the results, we will look at all 'first choice' candidates first; if there are any places left we will then look at 'second choice' candidates.

Q. If successful, can I defer my place for a year?

A. Yes, you can, provided you show us that you plan to use the year constructively. We look upon a gap year as an opportunity to enjoy new experiences and find that students come to university more mature and able to adapt to their new environment.

Q. I have a place at the University of Bath, but not on the BBA or IMML degree. Will it be possible to transfer to the BBA or IMML degree?

A. Because of the extremely competitive application process and the limit on places you will not be able to transfer to one of the School of Management's degrees from another department.

Q. Can I transfer from another University programme onto year two, three or four of your degree?

A. Unfortunately the answer to this question is NO! Our degree operates on a thin sandwich scheme (you go on placement in Year 2, Semester 1 and in Year 3, Semester 2). These 6-month placements form an integral part of the degree and every student must complete them both satisfactorily to earn the degree. Preparation for the placements takes place in semesters one and two of first year and so it is not possible to miss any part of the degree. Some options taken in the later years of the degree require that some pre-requisites be taken and we must be sure that you have taken the appropriate programmes.

Q. Can I come and study the final year at Bath and gain a University of Bath degree?

A. It is possible to study here at Bath as a temporary student. This will not however entitle you to a University of Bath degree. We have arrangements with partner institutions in the USA, Canada, throughout Europe and Asia, whereby our students can spend a semester abroad and we take a number of foreign students. If you would like information on this please contact our [International Exchanges Team](#).

Q. What type of placement can I get?

A. There is a huge choice of placements on offer in areas such as Marketing, Finance, Accounting, Human Resources, Banking, etc. Students have worked for a wide variety of companies for example blue-chip companies like PricewaterhouseCoopers, ebay.com, Barclays, and smaller local companies like Dyson. They have been based in places around the country and as far away as Western Canada.

Q. Can I find my own placement?

A. Yes! If you want to work away from the traditional areas, for example the music industry or a football club, and the placements we have don't match what you are looking for, and then you can find your own. There is a wide scope for finding your own placement, however it must meet the School's placement guidelines.

Q. How much money will I earn while on placement?

As with all jobs, the money you earn will depend on the placement you choose. The placement process is a competitive one, just like getting a job once you have graduated. During year one, the [Placements Officer](#) will train you in interview techniques and CV development which should prepare you for the application and selection process of the firms.

Some placements are higher paid than others but will involve greater pressure and workloads. It is of course down to you to find a placement that suits you! Our highest paid placement is around £30,000 (pro rata) working for a merchant bank in the City. The average salary is around £13,000 - £15,000. Most students have a good time on placement, gain much valuable experience and manage to save some money.

Q. Can I do my placement abroad?

A. Yes! You can wherever you like, provided you are able to secure a visa if necessary. Our students get placed throughout the UK, and a small percentage take placements in Europe, or as far a field as Western Canada and Asia. There are only a few placements available outside of the UK, however, and most students find these through their own contacts.

Q. If I already have some work experience can I be exempt from the placements?

A. No, I am afraid not. The placements are an integral part of the degree programme and you will have to complete them satisfactorily to proceed through the programme.

Q. What is the mix of male to female and how many foreign students do you have?

A. The male to female mix is about 50/50 on the Business Administration programme. The allocation of places for the programme is currently 150. Of these 115 are Domestic and European places (the split is 80/20 Domestic/European), and 35 places are allocated to overseas students. This makes the course very cosmopolitan with students bringing a wide range of experiences and different perspectives to the course. Each year we get students from Australia, the US, China, Norway as well as European countries such as Ireland, Spain, Italy, France, Turkey and the Netherlands.

Q. I hear there is a lot of group work involved in the programme. Will I be disadvantaged if I am a shy, quiet type or have had no group-work experience?

A. No, not at all. The majority of our students come to the university having had no experience of group work and it takes most students some time to adapt to their new surroundings. There is a strong focus on developing team-working skills on the programme and a significant amount of group work is involved. Don't let this put you off however! Most students are unsure of themselves at first, you will find your feet quickly though and will hopefully soon enjoy it! It is a great way to meet your classmates and the degree is known as one of the more social programmes at the university.

Q. What courses can I study throughout the degree?

A. We have in place a broad range of options that you can choose. In the first year you will study core business subjects such as Accounting, Economics, Statistics as well as Behaviour in Organisations and others. The aim of the first year is to provide a firm grounding in the area that can then be built on in the later years of the programme. You can take options such as Accounting, Economics, Human Resources, Languages, Computing, etc. Descriptions of the units can be found in the [Programme and Units Catalogue](#). Students are free to specialise in one particular area or can choose a greater variety of options if they desire. The choice is yours!

Q. Who can I turn to if I encounter problems during the degree?

A. There is an excellent personal tutor system here in the School of Management. Each lecturer is responsible for a small number of students and helps them settle in and deal with any issues they may encounter.

University-wide there is a number of sources of help and advice- Nightline- a night time telephone service run by students- AWARE, a professional counselling service run by fully qualified counsellors, and then there are the Sabbaticals- students who have been elected to full-time positions in the Student Union- who are there for a chat.

If your query remains unanswered please [contact us](#) and we should be able to help you.