

The Centre for Financial & Management Studies

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Dear Student,

Please pass this letter on to your support group. This may be family or friends. This is designed to help them understand the best way to support you and let them know about the study you are about to start.

Dear Family Member, friend or work colleague,

Thank you for reading this letter. Research has shown that the support provided to students by their family and friends, as they study is a major contributor to their success in their studies. This letter is to help you understand what your student will be doing and how you can help them.

What next?

Your student will have received or be about to receive their first set of course materials. This will include lecture notes, text books and other readings. It is best if, together, you establish a study area where these materials can be stored and your student can have a quiet environment to work in. This may include a computer as your student will need to post assignments on line and locate additional course resources. They will also access tutor support and interact with other students in an online area. This is a valuable aid in their study of the courses.

Approximately four weeks after your student receives their materials, they will need to submit an assignment. This can be a very stressful period. You can help your student by making sure that they have study time and perhaps by asking them to explain simple concepts. This will make sure that they understand the theories themselves. If they have questions or seem to be struggling, direct them to their tutor. The very first assignment will be critical to their motivation through the programme.

How can you help?

Your student will need to study for about twenty hours a week for each eight week session they are enrolled on. Organise a schedule with them in advance for both study and relaxation.

As mentioned, you can help during assignments. Offer to check the grammar and spelling of an assignment or take any children out for an evening. There will be time when your student questions why they are taking the programme. You will need to help pick them up and get focussed again on their future. Maybe it is time for them to take a study break. Just make sure that they let us know.

Your student will complete the programme with an internationally acclaimed degree. This will benefit their career and their personal goals. We hope that you will celebrate their success together and please accept a thank you from the staff here at the Centre for Financial and Management Studies in advance for your support and encouragement.