

Work placement FAQs

Have you considered a work placement?

If you begin your course in September you can add a year's assessed, paid work placement to your programme, making your Master's a two year course. This allows you to gain valuable work experience by using the skills you have developed on the programme in a real world situation.

Who can take a placement?

Students who begin their course in September on the following programmes may choose to do a work placement to their programme.

- **MSc Marketing**
- **MSc Marketing and Brand Management**
- **MSc International Luxury Marketing**
- **MSc Digital Marketing**
- **MSc Marketing Communications Management**
- **MSc International Events Management**
- **MSc International Events Marketing**

What is a work placement?

A work placement is a year-long paid placement in industry, which happens at the end of your master's programme. Whilst you are on placement you will be registered on a module at Oxford Brookes (Marketing/Events Practice) and you will undertake some assessments connected with your workplace. A placement at Oxford Brookes must meet certain requirements:

Minimum 40 weeks (maximum dependent on dates or visa restrictions) (2 x 6 - month split placements are allowed)

Contracted employment, paid, full-time (salaries range from £14-17K pro rata)

Appropriate level of responsibility and subject area to add value to your programme

Health & Safety approved

Placement must start **after** you submit your Dissertation/ Client Project (in the September following your registration)

Students, who undertake a placement as part of their Master's degree at Oxford Brookes University, will first complete two semesters of study here and submit either a Dissertation or a Client Project and then complete a year working in industry. You will graduate with your Master's degree after you have successfully completed both the year of study and the work placement. If you are unable to secure a placement, you may revert to being a full time student and graduate when you have completed the taught elements of the programme.

Are placements guaranteed?

Placements are not guaranteed, our work and Voluntary Experience Service (WAVES) and our careers team are here to support you in finding a placement. You will receive specific guidance on how to search for roles, Cv writing, applying for a role and you can receive 1-1 support for interviews. However, it is the responsibility of individual students to apply for sufficient roles, attend interviews and secure a position.

Can I decide to undertake a placement once I have started the course?

International students requiring a Tier 4 visa must apply for the two-year version of the course with a placement at application stage. It may be possible to switch to the two-year version if you have started on our one-year course, however this will involve changing your visa and this may not always be possible. **Tier 4 visa students are strongly advised to apply for the two-year programme at application stage.** Students holding UK or EU passports may be able to switch once the course has started, but this is not guaranteed

Where can I do my placement?

You can do your placement in any organisation and location, but your placement opportunity must meet the requirements above. When you find a placement, our WAVES team must check and authorise it on behalf of the University.

You must stay within any visa restrictions that may be applicable. For example, non-EU citizens may hold a visa that allows for a 12-month placement to take place as part of their degree within the UK, but which will not be applicable outside the UK. International students can do a placement overseas, but they will need to meet the visa criteria for the country their placement is based in.

Are placements in the UK, or overseas?

Placements are normally based in the UK; some students undertake placements with overseas organisations. They must be authorised by our WAVES team and students must comply with the visa criteria for the specific country they will be working in.

What work will I be expected to do whilst on placement?

The work that you will undertake during your placement will be determined and directed by your employer, but it will be related to your master's course and will be of graduate level. Whilst on placement you are expected to comply fully with the terms of your contract of employment and to meet the assessment criteria of the Marketing/Events Practice module.

When should I start my placement?

Placements should commence in September after you have submitted your Dissertation or Client Project. There is a cut-off date each year in late October, early November for securing a placement.

How long should my placement be for?

Placements will last for a minimum of 40 weeks; the maximum is dependent on dates and visa restrictions.

Are placements paid?

Yes, placements must be paid and full-time -salaries range from £14-17K, sometimes more.

Can I apply for a student loan during my placement?

Check the website below to find out about applying for a UK Government loan:

<https://www.gov.uk/funding-for-postgraduate-study>

Will the placement have any effect on my degree result?

Yes, the placement is a credit bearing module and it is assessment, the grades for your assessment will be used when calculating your master's classification.

How many positions should I apply for?

Our WAVES team will circulate suitable roles and connect students to a database of available positions. You will also be guided to other sources and publications to find

positions or companies to apply to. We encourage students to apply to as many companies as they can.

What happens if a company wants to interview me?

Make sure that you are well prepared for all the practicalities of the interview; you have the time location, are able to travel and can be smartly presented.

Research the company and the role, think about how you can add value, what are your particular strengths and prepare some questions to ask. Our Careers Service will be able to give you one to one support for your interview and practice some interview questions.

When should I pay my tuition fee?

Check the link below for tuition fee details

<https://www.brookes.ac.uk/international/fees-and-funding/tuition-fees/>

How will I be assessed for the placement?

Students undertaking a placement will be required to complete two pieces of assessment, the first is a personal development action plan and the second is an investigative report for your employer. You will identify a suitable project working with your employer and your Oxford Brookes Supervisor.

What would happen if I apply to the two-year option but then fail to find a suitable work placement?

If you are unsuccessful in securing a placement by November of your second year, you will be transferred to the one-year version of the course and you will be able to graduate when you have completed and passed the taught elements of the course. International students will have their visa amended accordingly.

When do I need to secure a placement by?

If you are unsuccessful in confirming a placement by November of the second academic year, you will be transferred to the one year version of the programme.

What would happen if a student leaves their placement before the end of the contract?

Anyone who through no fault of their own is in an unhappy situation with their employer will be supported by the University to either a) resolve the problem, b) find something else, or c) revert onto the full time programme and graduate at the next available exam board if the taught elements of the programme have been completed. We encourage students to stay with their placement for the contracted period as leaving early reflects badly on the student and Oxford Brookes University. If the student has already completed the taught elements of the programme they will be able to revert onto the full-time programme and graduate at the next available exam board. In this case there may also be visa implications. Please contact WAVES if you are thinking of leaving your placement.

What if I have a problem during my placement?

Our WAVES team will support you during your placement year, if you are experiencing a problem during your placement year. You will also be allocated an academic supervisor for your placement who will support you with the assessment requirements of the placement. If you have a problem, please contact WAVES or your allocated placement supervisor and we will do all we can to help.

Where can I find further information?

You can contact our Work and Voluntary Experience Services (WAVES) team at waves@brookes.ac.uk

I'm an international student. Where can I get more information?

For further information on visa implications, please visit our International Students page: <https://www.brookes.ac.uk/international/>