



**INTRODUCTION TO STUDIES AND PROFESSION “FINANCE”**

<b>Credit points</b>	2 CP		
<b>Duration of the course</b>	1 sem.		
<b>Study course annotation</b>	Students gain an understanding of the study environment, the study process, the study programme, as well as trends in finance and accounting; learn about the core tasks and the knowledge, skills and competences required for the profession of finance specialist and accountant; learn about how to learn the profession more effectively and how to build a career		
<b>Aim of the study course</b>	The aim of the course is to acquaint students with the structure of the faculty, to provide general knowledge about the implementation and requirements of the study process, pedagogical and scientific activities of the faculty, as well as to introduce the essence of the chosen specialty and show its perspectives in the labour market.		
<b>Study course results</b>	<b>Knowledge</b>	<b>Skills</b>	<b>Competences</b>
	Upon successful completion of this study course, students will know the mission of the Faculty, goals, pedagogical and scientific activities, study content and organisation of the study process, as well as students' rights and obligations;	Students are familiar with the principles of using the BIA library and databases, are able to find information on the BIA website and in the MOODLE system;	Students are able to independently obtain, select and analyse information about their future profession in the media
<b>Study course content</b>	<b>Topics</b>		
	1	BIA structure and development concept. Study environment. Study Regulations	
	2	Organization of the study process, students' rights and obligations	
	3	Study content, study work and extracurricular activities	
	4	Key responsibilities of a financier. Professional standard. The skills a financier needs for a successful career. Key competences of a financier.	
5	Prospects of program graduates in the Latvian labor market		
<b>Form of assessment:</b>	Differentiated written assessment		
<b>Obligatory literature:</b>	<ol style="list-style-type: none"> <li>Noteikumi par valsts profesionālās augstākās izglītības standartu. Stājas spēkā: <a href="#">13.07.2023</a></li> <li>Finansista profesijas standarts. <a href="https://registri.visc.gov.lv/profizglitiba/dokumenti/standarti/2017/PS-117.pdf">https://registri.visc.gov.lv/profizglitiba/dokumenti/standarti/2017/PS-117.pdf</a></li> </ol>		
<b>Additional reading:</b>	<ol style="list-style-type: none"> <li>. BSA Studiju procesu reglamentējošie iekšējie normatīvie dokumenti <a href="https://bsa.edu.lv/index.php/lv/par-bsa/dokumenti.html">https://bsa.edu.lv/index.php/lv/par-bsa/dokumenti.html</a></li> </ol>		
<b>Other sources of information:</b>	<ol style="list-style-type: none"> <li><a href="https://ifinances.lv/">1. iFinances - žurnāls par nodokļiem, grāmatvedību un darba tiesībām https://ifinances.lv/</a></li> <li><a href="https://www.lm.gov.lv/lv/klasifikacija/profesiju-klasifikators-0">2. LR profesiju klasifikators https://www.lm.gov.lv/lv/klasifikacija/profesiju-klasifikators-0</a></li> <li><a href="http://www.lrga.lv/">3. Latvijas Republikas Grāmatvežu asociācija http://www.lrga.lv/</a></li> </ol>		
Changes and additions to the program and literature list are possible during the study process			