

ACCA

AAT to ACCA



THE RIGHT CHOICE

www.accaglobal.com/aat

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Completing the AAT qualification provides you with a platform to develop your career and is a strong foundation in the fundamentals of accountancy.

The ACCA Qualification gives you the ability to be successful in **ANY** sector **ANYWHERE** in the world.

Did you know ACCA...

- Supports **154,000** members and **432,000** students in **170** countries
- Is truly global – **57%** of ACCA members are outside of the UK and ROI (CIMA 26% / ICAEW 15% / ICAS 14% / CIPFA 3%)
- Has **68%** of members under 44 years old, keeping you in great company with our young and dynamic membership base
- Is proud to continually have the highest percentage of female members: **44%** compared to other professional bodies, where only 25% of their members are female
- Is the only professional body to offer **Option papers** allowing you to steer your career in the direction you want
- Provides our members and students with **24/7/365 support** via our ACCA Connect global customer service centre, so we are on-hand to answer any of your queries, day or night.

WHY ACCA?

THE ACCA QUALIFICATION IS THE RIGHT CHOICE BECAUSE IT'S...

- **RELEVANT** to each and every area of accountancy
- Gives **OPPORTUNITIES** to work in different roles and up to senior level
- **GLOBALLY** recognised and supported by top employers
- **FLEXIBLE**, allowing you to balance studying with on the job training.

By registering with ACCA you will be in good company. 50% of 1,300 employers rate ACCA the leading global professional body in reputation, size and influence. This is more than three times the level of the next-most-recognised organisation – so you'll know you've made the right decision by choosing ACCA.

ADD A DEGREE TO YOUR CV

In an exclusive partnership with Oxford Brookes University, you can also easily obtain a BSc (Hons) in Applied Accounting while studying towards the ACCA Qualification by simply completing and passing the Oxford Brookes University Research and Analysis Project. There are numerous benefits to completing a degree, not least that a degree and a professional qualification are a powerful combination and will put you in demand with employers and increase your career prospects.

THE ACCA QUALIFICATION

EXEMPTIONS

Your previous qualifications may entitle you to exemptions from some of the ACCA exams. This means you will start your studies at the most appropriate level according to your knowledge and skills and, more importantly, avoid studying subjects that you already know.

AAT EXEMPTIONS

Individuals that have completed the AAT Accounting Qualification level 4 will be eligible for exemptions from papers F1-F3.

Individuals that have completed levels 2, 3 and 4 will be eligible for exemptions from papers F1-F3.

You must send official proof of any relevant qualifications which are held, or are currently being studied for, with your registration, in order for us to assess your eligibility and confirm your entitlement to exemptions.

For more information on exemptions visit www.accaglobal.com/exemptions

EXEMPTIONS
+ EXAMS
+ ETHICS
+ EXPERIENCE
= ACCA

www.accaglobal.com/aat

EXAMS

The ACCA exams are divided into two levels, Fundamentals and Professional. The Fundamentals level is divided into two modules, Knowledge and Skills.

The Professional level is divided into two modules; Essentials and Options. Both of the modules at Professional level have been set at the same ability level as a Masters degree. This level builds on the technical knowledge you will already have. It will also explore more advanced professional skills, techniques and values.

ETHICS

Employers don't just want good accountants; they want accountants that have morals and values. The Professional Ethics module underpins every aspect of the ACCA Qualification. The aim of the module is to introduce you to a range of challenging ethical ideas.

EXPERIENCE

All ACCA students need to complete three years' relevant work experience. ACCA performance objectives set out a clear guide for the activities you should do and what you should achieve in the workplace. You need to achieve 13 of the performance objectives and all nine listed as 'Essentials' and four of those listed as 'Options'.

Any relevant work experience obtained prior to registering with ACCA can count towards your performance experience requirements (PER).

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'THE MODULES AT PROFESSIONAL LEVEL HAVE BEEN SET AT THE SAME ABILITY LEVEL AS A MASTERS DEGREE'

EXAMS + ETHICS + EXPERIENCE

FUNDAMENTALS (nine papers in total)

KNOWLEDGE

- F1 Accountant in Business
- F2 Management Accounting
- F3 Financial Accounting

SKILLS

- F4 Corporate and Business Law
- F5 Performance Management
- F6 Taxation
- F7 Financial Reporting
- F8 Audit and Assurance
- F9 Financial Management

PROFESSIONAL (five papers in total)

ESSENTIALS

- P1 Governance, Risk and Ethics
- P2 Corporate Reporting
- P3 Business Analysis

OPTIONS (two to be completed)

- P4 Advanced Financial Management
- P5 Advanced Performance Management
- P6 Advanced Taxation
- P7 Advanced Audit and Assurance

ESSENTIALS (all nine to be done)

PROFESSIONALISM, ETHICS AND GOVERNANCE

- 1 Demonstrate the application of professional ethics, values and judgement
- 2 Contribute to the effective governance of an organisation
- 3 Raise awareness of non-financial risk

PERSONAL EFFECTIVENESS

- 4 Manage self
- 5 Communicate effectively
- 6 Use information and communications technology

BUSINESS MANAGEMENT

- 7 Manage ongoing activities in your area of responsibility
- 8 Improve departmental performance
- 9 Manage an assignment.

OPTIONS (four to be done)

FINANCIAL ACCOUNTING AND REPORTING

- 10 Prepare financial statements for external purposes
- 11 Interpret financial transactions and financial statements

PERFORMANCE MEASUREMENT AND MANAGEMENT ACCOUNTING

- 12 Prepare financial information for management
- 13 Contribute to budget planning and production
- 14 Monitor and control budgets

FINANCE AND FINANCIAL MANAGEMENT

- 15 Evaluate potential business/ investment opportunities and the required finance options
- 16 Manage cash using active cash management and treasury systems

AUDIT AND ASSURANCE

- 17 Prepare for and collect evidence for audit
- 18 Evaluate and report on audit

TAXATION

- 19 Evaluate and compute taxes payable
- 20 Assist with tax planning.

PROFILES



Alison Ryder

Occupation: Audit supervisor

Education: AAT,
the ACCA Qualification

‘ACCA works well as a progression from AAT – I have certainly found this to be the case’

Alison decided to pursue AAT instead of going to university, and felt that the ACCA Qualification was the natural next step for a successful career in accountancy. ‘One of the main attractions for me was the opportunity to study and work at the same time. When I finished my A Levels, I was keen to begin my career as soon as possible rather than spending another three years going down the university route... I strongly believe it was the best decision I ever made.’

Studying for the ACCA Qualification after AAT really does open doors. For Alison, it has allowed her to develop the skills and knowledge she needs to progress quickly. ‘I was lucky enough to work for a company which offered a range of accountancy services while I was studying,’ Alison says, ‘so I was able to work in different departments, to get as much experience as possible’.

Combining this experience with the syllabus of the ACCA Qualification has ensured Alison is ready for the day to day challenges of a busy workload. ‘Clients very rarely want advice in only one area so it is useful to have an awareness of all the issues that could affect them. This is also beneficial for your own personal career development.’

Shortly after becoming an ACCA member, Alison moved to Baker Tilly. ‘It is a bigger firm with better pay, and lots of responsibility. I am an audit supervisor now, so I take a team of assistants out with me.’ Working in a prestigious organisation is one of many benefits Alison enjoys, and now the sky is the limit.

‘It is impossible to know what opportunities might arise in my career, so I am glad that the ACCA Qualification is globally recognised. Baker Tilly gives staff the opportunity to do international secondments as far afield as Hong Kong, so the global reputation of ACCA will be useful to me in the future.’



Steve Edwards

Occupation:

**Director, Tame Valley
Accounting Solutions**

Education: BSc(Hons)
in Applied Accounting from
Oxford Brookes University

I started working in finance about forty years ago as an Articled Clerk for Deloitte. I did not qualify at that time and went on to work for a client company as their Chief Accountant. However, I never lost sight of the dream of qualifying with chartered status.

AAT seemed like a good place to start studies again in later life and I completed all my AAT units before going onto studying for ATT and then the ACCA Qualification. One of the main advantages of ACCA is that you do not have to be in a training contract with a professional firm – you can be working in commerce or public sector, as long as you can fulfil the practical experience requirements. I also liked having the opportunity to earn the BSc(Hons) in Applied Accounting from Oxford Brookes University.

‘Being a member of ACCA gives me a great sense of pride’

AAT was a great grounding to obtaining the ACCA qualification, not only giving generous exemptions from the earlier exams but also providing much of the underpinning knowledge required for the later exams. Since qualifying, I have made the decision to leave my full-time employed role and set up my own practice, which is now growing at a healthy rate.

Being a member of ACCA gives me a great sense of pride and also the satisfaction of knowing that I am a part of the largest global professional accounting organisation.

HOW TO APPLY

So you've decided to study for the ACCA Qualification

You can register at any time of the year.
The easiest and quickest way to apply is online at www.accaglobal.com/applynow

REGISTRATION AND SUBSCRIPTION FEES

The following fees apply from November 2012 (and are subject to change without written notice):

ACCA Qualification	
Initial registration	£77
Annual subscription	£77
*Re-registration fee	£77

Additional fees may apply to register with the relevant Joint Examination Scheme partner - please contact the Joint Exam Scheme partner for details.

EXAM ENTRY FEES

We've introduced fees for exam entry, that are based on the dates above.

Exam level	Exam entry period	December 2012 exam fee (per exam)	June 2013 exam fee (per exam)
Knowledge (F1 - F3)	Early	£60	£62
	Standard	£69	£71
	Late	£200	£217
Skills (F4 - F9)	Early	£75	£77
	Standard	£86	£89
	Late	£217	£235
Professional (P1 - P3 and any two from P4 - P7)	Early	£88	£91
	Standard	£101	£103
	Late	£231	£251

EXAM ENTRY DEADLINES

Exam entry is available all year round, and for each exam session there are three closing dates. But don't worry. We've made it easy to remember, because 8 is the date, in all cases.

Exam entry period	Early	Standard	Late
June exam session	Before 8 March	9 March - 8 April	9 April - 8 May
December exam session	Before 8 September	9 September - 8 October	9 October - 8 November
Exam entry method	online only	online and paper	online only



STAY IN TOUCH

ACCA Connect

We provide a 24 hour a day, 7 days a week, 365 days a year global customer services centre. You can contact *ACCA Connect* by phone or email, and a dedicated member of the team will be on hand to answer your queries.

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