

## ACCA Qualification exemption waiver declaration

This form should be completed to forfeit (cancel) exemptions. If you plan to KEEP your exemptions, do not complete this form.

ACCA ID

ACCA Exchange code  
(if you don't have a code leave blank)

Student full name  
(please print in CAPITALS)

Employer name  
(if you have included a code above)  
(please print in CAPITALS)

I confirm that:

- I am requesting to forfeit my exemption(s) from the exams indicated below.
- I understand that if an exemption is forfeited that I cannot reapply for this exemption based on the same qualification.
- I understand that if I forfeit an exemption, I will need to sit and pass the exam instead.
- I understand that exemption forfeit requests received after 14 calendar days will not be eligible for a refund or credit.

Please refer to the [Exemptions terms and conditions | ACCA Global](#)

### EXEMPTIONS TO BE FORFEITED

Please tick the boxes for all exemptions that you wish to forfeit.

#### Applied Knowledge

Business and Technology (BT)

Management Accounting (MA)

Financial Accounting (FA)

#### Applied Skills

Corporate and Business Law (LW)

Performance Management (PM)

Taxation (TX)

Financial Reporting (FR)

Audit and Assurance (AA)

Financial Management (FM)

### REASON FOR FORFEITING

Complete this section to provide the reason that you are choosing to forfeit.

#### Please choose one

To meet the [Oxford Brookes BSc \(Hons\) in Applied Accounting eligibility criteria](#). \*

It is a requirement of my employer or university

To meet the requirements for an [Audit qualification \(AQ\) | ACCA Global](#)

For educational purposes / I would prefer to sit the exam(s)

I plan to leave ACCA or take a break from my ACCA studies

Other reason (please describe)

\* Note that the BSc Applied Accounting programme is closing in May 2026. Before selecting this reason, you should carefully consider whether you have enough time to submit your RAP by May 2026.

Signature

Date

To sign this form using a [digital signature](#), please ensure that you have opened the form using Adobe Acrobat Reader. Then, click the signature box and follow the steps indicated. Alternatively, you can print and sign the form using a handwritten signature, which can then be scanned and emailed to ACCA.

Please return this form to [students@accaglobal.com](mailto:students@accaglobal.com)