



ACCA

Take the next step

**AAT to  
ACCA**

[www.accaglobal.com/aat](http://www.accaglobal.com/aat)

**FREE**  
EXEMPTIONS

Think Ahead



# AAT to ACCA

## Take the next step

If you've completed the AAT qualification, or are near the end of your studies, you might be wondering what the next stage of your career holds.

ACCA is a good choice if you want a well-rounded career in finance and accountancy. It gives you both technical knowledge and the practical skills that employers need and want.

We prepare accountants for business – **89%** of global finance professionals said that the importance of understanding all areas of finance minimizes risk

**1** in **10** of our members work for Fortune 500 or FTSE100 companies

ACCA offers members over **290** events in the UK to maintain learning and development



From the USA to China, we're truly global, with **97,000** of our members working in business internationally

We work closely with a number of prestigious brands and employers to ensure they have the right talent to support their business needs.



"Given that the largest companies operate in many different countries, I felt that it was important to have a qualification with worldwide recognition that could give me the opportunity to work overseas. I therefore decided to pursue the ACCA qualification following the AAT."

**SAMUEL BAILEY, INTERNATIONAL FINANCIAL ACCOUNTANT, BRITVIC SOFT DRINKS**

Our qualification creates and nurtures business-ready finance professionals  
**80% of CFOs** said this was crucial to success

**90%** of employers think ACCA is a world-class organisation

ACCA supports **208,000** members, **503,000** students in **180** countries

## Why ACCA?

- **RESPECTED** – ACCA is the largest accountancy body in the world and is well-regarded by employers
- **WELL-CONNECTED** – We work with globally-recognised brands such as Coca-Cola, Dyson, British Airways, JP Morgan, Barclays, American Express, Credit Suisse and many more
- **EMPOWERING** – Getting qualified will give you the tools to become your own boss
- **VALUED** – Our qualification creates and nurtures business-ready finance professionals
- **INTERNATIONAL** – From the USA to China, we're truly global with 97,000 of our members working internationally
- **OPPORTUNITY** – The ACCA Qualification enables you to work in any area of accountancy and finance, including tax and audit
- **FLEXIBLE** – you can fit studying around your work and lifestyle
- **PRACTICAL EXPERIENCE** – contribute your work experience to your Practical Experience Requirement (PER)

### HOW ARE WE DIFFERENT FROM OTHER ACCOUNTANCY BODIES?

ACCA offers more flexibility than other qualifications, meaning you can choose the right path based on your strengths and interests. Our option papers give you the opportunity to specialise in whichever area you wish, from audit to management accounting. We have a transparent exam marking system, which allows you to see exactly where your strengths lie. Each of our students takes a professional ethics module. Also, our student support network is second-to-none.

# The ACCA Qualification

## EXEMPTIONS

If you have passed AAT Level 4, you will get exemptions from the three papers under Applied Knowledge and start at Applied Learning and will pay no exemption fees. You may start by following either the traditional or apprenticeship routes.

## EXAMS

Exams are divided into two levels: Applied Skills and Strategic Professional. For more information on each exam and the various options available, see the table opposite.

## ETHICS

Each of our ACCA students takes the Ethics and Professional Skills Module. Ethics underpins your key decision-making, and although the ACCA Qualification will provide you with all the key technical knowledge you need, we also want to ensure ethics is ingrained in your day-to-day business decisions.

## EXPERIENCE

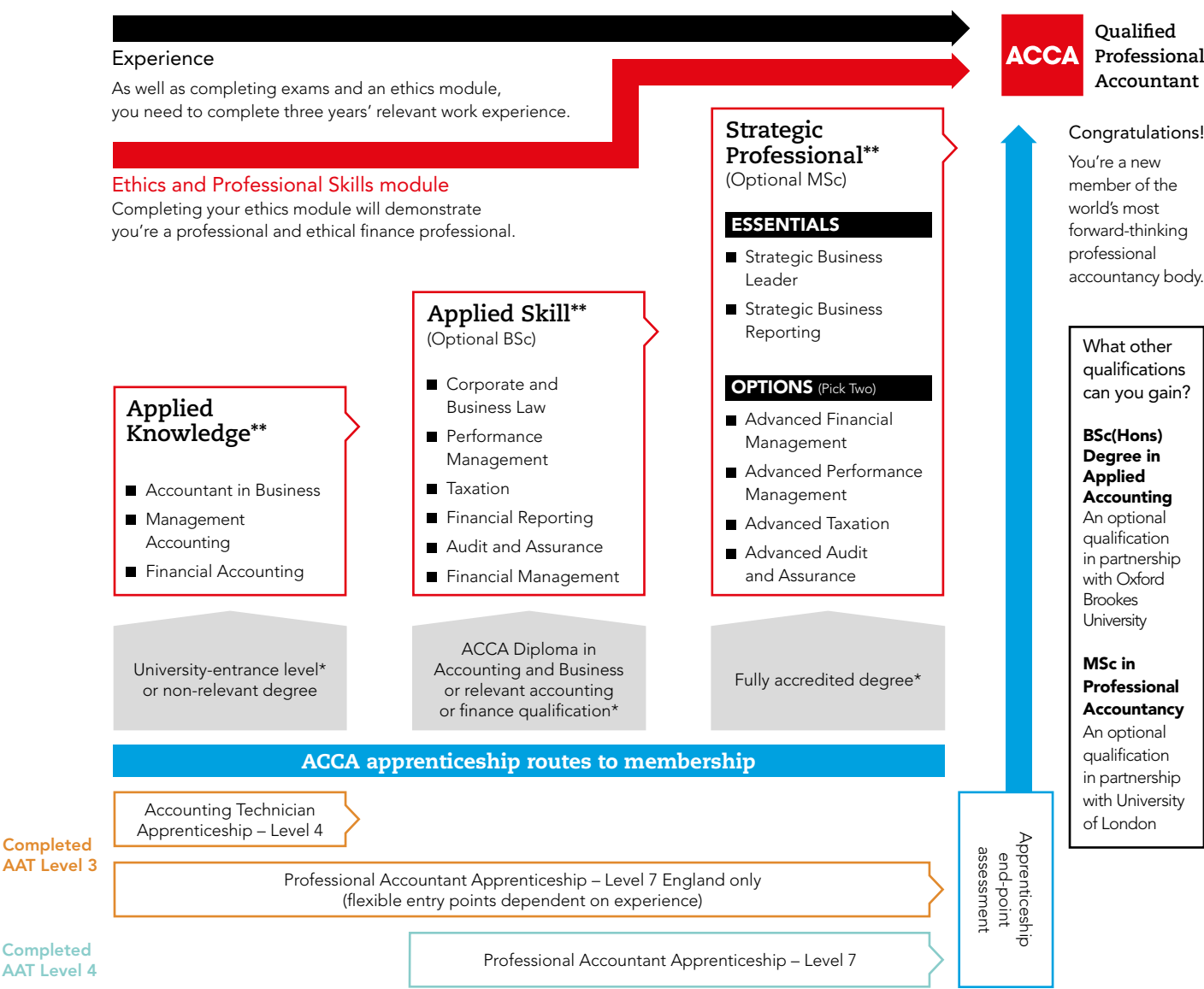
To become a professional accountant, you need three years of relevant work experience and to fulfil key performance objectives. This enables you to become a fully developed finance professional, gain experience in lots of different areas and get the job you deserve. Details of performance objectives are on the page opposite.

“If you’re AAT and looking to progress to ACCA, definitely sign up as it is a great qualification to achieve. You will learn an awful lot, which will help you whether you are in practice or industry.”

**Chris Vines**  
Senior, Business & Private Division,  
Larking Gowen

# Exams and routes into ACCA

You can study ACCA in a way that suits you. Alongside the traditional route, we also offer apprenticeship routes to ACCA chartered certified accountant status as well as giving you the option of gaining a degree along the way. To find out more about apprenticeships visit [accaglobal.com/apprentice](http://accaglobal.com/apprentice)





# Profile



## LAURA HINSLEY

Meet Laura Hinsley, public sector assurance senior manager at Grant Thornton, and find out how she came to study AAT and ACCA, and how it has helped supercharge her career.

### DESCRIBE YOUR CAREER JOURNEY AND HOW YOU CAME TO STUDY AAT AND THEN ACCA?

When I left school I knew I didn't want to go to university. I joined an apprenticeship scheme with a small-to-medium sized practice where I worked full time and studied for AAT in the evenings and weekends.

### WITH ALL THE DIFFERENT FINANCE QUALIFICATIONS OUT THERE TO CHOOSE FROM, WHY DID YOU PICK ACCA?

After a three year career break I returned to the UK and joined Grant Thornton, where I started studying for the ACCA qualification. I quickly realised ACCA's qualification is more rigorous than AAT. To be successful you need to strike a fine balance between studying and working. My line manager was supportive, recognising when I needed a study day or to leave work on time for evening classes.

### TELL US A BIT MORE ABOUT YOUR CURRENT ROLE?

As an assurance manager today I have twin responsibilities. My time is split between managing client relationships and project management. I manage a portfolio of seven clients, with a team of five working on each audit. Clients include NHS, local government and not-for-profit housing associations. When we meet with clients I mostly talk with their directors of finance and chief executives. Stepping into their world provides a deeper understanding of their challenges. It allows us to tailor our audit appropriately.

### HOW HAS THE ACCA QUALIFICATION BENEFITTED YOUR CAREER?

I've really benefited from the flexibility of ACCA's qualification and found it instrumental in my career to date. It also leaves the door open to move to the commercial sector in the future.

### WHAT ADVICE WOULD YOU GIVE TO AAT STUDENTS THINKING ABOUT PROGRESSING TO ACCA?

AAT gives you a good grounding and then ACCA takes you to another level. It has also helped me develop broader skills for example networking is key. People do move between organisations and a strong network is essential to keep on top of developments.

### WHAT'S YOUR NEXT BIG CAREER GOAL?

Within five years I'd like to become an associate director. Partner is a long term goal. I have a mentor here and am on the lookout for an external coach to help me with my goals.

“AAT gives you a good grounding and then ACCA takes you to another level. It has also helped me develop broader skills for example networking is key.”

# FAQs and fees

## WHY SHOULD I CHOOSE ACCA AND NOT ANOTHER ACCOUNTANCY BODY?

ACCA is unique in the way that it lets you choose which route you take with your career. Our option exam papers allow you to focus on your strengths and interests – you can work in any sector and any role with our qualification!

## HOW WILL I COPE WITH JUGGLING WORK, STUDY AND A SOCIAL/FAMILY LIFE?

Planning your time effectively will help – ensure you have set study and revision times each week and make time for doing things you enjoy too. Study skills are important, you can find a wealth of tips on our website. The qualification is flexible and you can take your time progressing.

## I'VE HEARD THE EXAMS ARE REALLY DIFFICULT – DO YOU OFFER ADDITIONAL SUPPORT?

Our exams are challenging – but will give you everything you need to become a really successful finance professional. However, because you will have completed the AAT qualification syllabus, you will have a firm grounding from which to develop and progress through the ACCA examinations. Our website is packed full of information and support to be the best you can be in your exams.

## I'M NOT SURE WHAT AREA I WANT TO SPECIALISE IN YET, DOES THAT MATTER?

Not at all, as you progress through your work experience and studies, you can choose option papers to suit your interests. With the ACCA Qualification, you can work in any area – from audit to management accounting. Don't limit yourself too early!

## HOW LONG WILL IT TAKE TO QUALIFY WITH ACCA?

We require that all of our members qualify with three years of relevant work experience, so depending on how much experience you've accrued prior to starting your ACCA studies, the qualification can take anything from 2 – 5+ years to complete.

## HOW DO I REGISTER AS AN ACCA STUDENT?

Registration is easy – you can do it at any time of the year and it shouldn't take more than 15 minutes to submit the correct

documents and provide us with everything we need. Make sure you have the following ready:

- Proof of your qualifications (AAT certificate of completion and course transcripts)
- Proof of ID (birth certificate, passport or driving licence)
- Passport-style photo.

\*If you're still studying or awaiting documents, then provide details of any completed qualifications – you can then add transcripts at a later date.

Please note, to make it easier – we accept pictures of your documents taken on a phone if you haven't got them in PDF.

## HOW DO I ENTER FOR EXAMS?

To enter for exams, you must first register as a student with ACCA and pay your annual subscription fee. After you've done this, the best way to enter for exams is to login to your myACCA account where you can select your required papers.

### INITIAL FEES\*

When you register, you need to pay the following fees to complete your application:

**Initial registration £79 (one off)**  
**Annual subscription £112 (yearly)**

Annual subscription enables you to stay on our register as an ACCA student. You will also be able to enter for exams and fully benefit from wealth of resources available on our website.

### EXAM FEES\*

Depending on when you register, our exam fees range from £100 – £298. Registering early can mean significant savings.

We have exam sittings in March, June, September and December. Early entry starts roughly four months before each sitting.

To see a full list of fees, early entry information and exam centres, visit [www.accaglobal.com/exams](http://www.accaglobal.com/exams)

# Keep in touch

If you need help with any aspect of your application, or would like to talk to someone about the different routes and options, we have a dedicated customer service team, *ACCA Connect*, who are available 24/7.

Email: **[students@accaglobal.com](mailto:students@accaglobal.com)**

Call: **+44 (0)141 582 2000**

For exam and study tips, plus info on jobs and events we're running, join us on social media.



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