

COURSE INTRODUCTION

The Association of Chartered Certified Accountants (ACCA) is a British accountancy body which offers the Chartered Certified Accountant qualifications worldwide. It is one of the world's largest and fastest-growing accountancy bodies with 140,000 members and 404,000 affiliates and students in 170 countries (as at April 2010).

The Professional Scheme is the primary qualification of the ACCA and upon completion of up to 14 professional examinations and three years of supervised, relevant accountancy experience enables an individual to become a Chartered Certified Accountant.

AUDIENCE/MINIMUM QUALIFICATION

Minimum Entry requirements-To register for ACCA Courses, starting at Knowledge level are:

- ❖ Two A Levels and three GCSEs or equivalent in five separate subjects, including English and Mathematics.
- ❖ **Mature Student Entry Route (MSER)**:- For students aged over 21 years, who do not hold the minimum entry qualifications.
- ❖ No academic qualifications required
- ❖ MESR Minimum Age – 21 years
- ❖ Must pass the equivalent of Papers F2, Management Accounting and F3, Financial Accounting within two years before further progression to the ACCA exams is permitted.

CAREER OPPORTUNITIES

ACCA offers many career options in terms of roles and sectors locally & internationally. Some of these are Financial Accountancy, Management Accountancy, Corporate governance, Business Advisory, Forensic Accounting, Tax Accountancy, Asset management, Fund Accounting, Financial control, Internal & External Audit, Valuations etc.

COURSE SCHEDULE

- ❖ **Course Duration:**
Knowledge module will be completed in three months time schedule. And Skill Module is a six months program.
- ❖ Course Days: 3 DAYS A WEEK
- ❖ Course Timings: 10:00 AM – 01:00 PM
- ❖ (36 hours per paper)

EXAMINATION

- ❖ Exams are held twice a year: June & December
- ❖ For the June exams: Registration deadline is 31st December of that year
- ❖ For the December exams: Registration deadline is 15th August of that year

- ❖ Knowledge Module (F1, F2 and F3)
Computerized Based Examinations are conducted every week. Exams can be taken any time year round as per the availability.

TYPE OF EXAM

Computer-based exams (CBE's)

- ❖ ACCA Qualification (F1-F3) - 2 hours per exam. Contains 50 questions, passing mark of 50%.

COURSE FEE

- ❖ **Registration:** AED1,000 (yearly)
- ❖ **Knowledge:** AED 2350 - per paper
- ❖ **Skills:** AED 2600 - per paper
- ❖ **Professional Level:** AED 3100 - per paper (Fees subject to change)

ADMISSION REQUIREMENTS

- ❖ 2 Passport size photographs
- ❖ Passport/Visa Copy
- ❖ Fee as specified in Fee Policy

REFUND POLICY

For course cancelled by Institution:

- ❖ 100% refund of course fee

For course cancelled by student:

- ❖ 25% refund of module fee before the commencement of course
- ❖ No refund of course fee after the commencement of course

GENERAL TERMS & CONDITIONS

- ❖ Course and exam dates are subject to change
- ❖ Conduct of classes is subject to minimum number of students enrolled
- ❖ Conduct of morning/evening batches is subject to minimum number of students enrolled. In case of cancellation of either of the batches, registered students would be shifted to available batch. Student should refer to fee refund policy, in case he/she is not willing to shift the batch.
- ❖ Courses offered during holy month of Ramadan would have different timings. Student should contact administration/CPD for new timings.