



ACCA COURSE

LEARNKEY TRAINING INSTITUTE

Apply for one of our courses and benefit from the scheme that gives the student up to 70% of the total fees paid for the course in tax credits. Notwithstanding this fact, since tax is deducted at source in most cases, a refund is sent to the student at the end of the year as per scheme's rules, regulations and conditions.

Student may apply for the **GET QUALIFIED scheme** up to one year from the starting date of the course or in the same year of completing the course.

How to become a chartered certified accountant with the ACCA Qualification.

Choose to study accounting with ACCA and you will be provided with skills and knowledge relevant to any business, which means you will be free to choose which type of accountancy role and organisation you want to work for.

There are 2 entry routes:

1. If you haven't got the necessary qualifications you can apply through the foundations route (for further details see overleaf). You will then sit for 3 exams (FAB, FFA & FMA) to achieve a Diploma in Accounting & Business at Level 5 (MQRIC). Once this diploma is achieved you will then progress to the ACCA qualification from F4 onwards.
2. If you have the necessary qualifications, you can apply as an ACCA student but still sit for the above mentioned exams unless you are eligible for exemptions (as per below).

<http://yourfuture.accaglobal.com/global/en/our-qualifications/foundations.html>

*Nine of the exams (F1 – F9) which are part of the qualification will not need to be taken if you have other relevant qualifications at the same level. You will need to provide proof of your previous qualifications to claim exemptions. For further details and to check if you are eligible for exemptions visit the following site:

<http://www.accaglobal.com/zm/en/learning-provider/learningproviders-exemptions.html>

Further details can be found at:

To qualify as an ACCA member, you will need to complete:

- exams - a minimum of five of 14 exams (nine are eligible for exemption*)
- experience - record 36 months' experience in a relevant role
- ethics - the Professional Ethics module.



1 April 2016 – 31 March 2017

F1/FAB, F2/FMA and F3/FFA are **computer based exams**. Students can sit for these exams at Learnkey Training Institute **on demand**. Please contact Learnkey either by telephone or by email for further details

The following are the 14 exams which make up the ACCA Qualification

FUNDAMENTALS (NINE PAPERS IN TOTAL)

| <u>KNOWLEDGE</u> | | <u>PRICE</u> <u>€</u> | <u>Lessons held on</u> | <u>Starting</u> <u>Course Date</u> | <u>Completion</u> <u>Course Date</u> | <u>Exam</u> |
|------------------|----------------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------------|
| F1 / FAB | Accountant In Business | € 320 | Tuesdays 5.30 till 8pm and Saturdays 9.00 till 12pm | 7 th January 2017 | 14 th February 2017 | At your convenience |
| F2 / FMA | Management Accounting | € 400 | Tuesdays 5.30 till 8pm and Saturdays 9.00 till 12pm | 21 st February 2017 | 22 nd April 2017 | At your convenience |
| F3 / FFA | Financial Accounting | € 400 | Mondays 5.30 till 8pm and Wednesdays 5.30 till 8pm OR Tuesdays 5.30 till 8pm and Saturdays 9.00 till 12pm | 19 th October 2016 28 th April 2017 | 19 th December 2016 4 th July 2017 | At your convenience At your convenience |
| | | | Book F1, F2 and F3 together and get 15% discount | | | |
| <u>SKILLS</u> | | | | | | |
| F4 | Corporate and Business Law | € 430 | Call for further details | | | |
| F5 | Performance Management | € 440 | Wednesdays 5.30 till 8pm and Saturdays 9.00 till 12pm | 10 th December 2016 | 25 th February 2017 | 1 st week of March 2017 |
| F6 | Taxation | € 480 | Call for further details | | | |
| F7 | Financial Reporting | € 490 | Group already started and a new group proposed for March 2017 | | | |
| F8 | Audit and Assurance | € 400 | Call for further details | | | |
| F9 | Financial Management | € 440 | Group already started and a new group proposed for June 2017 | | | |
| | | | | | | |

| <u>Essentials</u> | | <u>PRICE</u> <u>€</u> | <u>Lessons held on</u> | <u>Starting</u> <u>Course Date</u> | <u>Completion</u> <u>Course Date</u> | <u>Exam</u> |
|-------------------|-----------------------------|--------------------------|--------------------------|---------------------------------------|-----------------------------------------|-------------|
| P1 | Governance, Risk and Ethics | € 400 | Call for further details | | | |
| P2 | Corporate Reporting | € 525 | Call for further details | | | |
| P3 | Business Analysis | € 450 | Call for further details | | | |

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|----|------------------------------|--------------|--------------------------|--|--|--|
| P6 | Advanced Taxation | € 525 | Call for further details | | | |
| P7 | Advanced Audit and Assurance | € 450 | Call for further details | | | |

OFFERS FOR THE MONTH OF SEPTEMBER

BOOK

F1 + F2 + F3 normal price €1120 and benefit from 15% discount if booked together

F5 + F7 normal price €930 and benefit from 50 euro discount if booked together

F4 to F9 normal price €2680 and benefit from 15% discount if booked together

The Professional level is divided into two modules; Essentials and Options. Both modules at Professional level have been set at the same ability level as a Master's degree.

This level builds on the technical knowledge you will already have acquired. It will also explore more advanced professional skills, techniques and values. These are required at a senior level by accountants working in an advisory or consultancy role.

Qualifications gained while studying for your ACCA qualification

- **Diploma in Accounting & Business: (Level 5 MQRIC)** Students progressing from our Foundations level will already have this qualification, but it's an important first step for those starting at Fundamentals level. The Diploma consists of three papers: Accountant in Business (FAB/F1), Management Accounting (FMA/F2) and Financial Accounting (FFA/F3). You also need to take the online ethics module, Foundations in Professionalism
- **Advanced Diploma in Accounting & Business: (Level 6 MQRIC)** Take your knowledge further with the next six papers: Corporate and Business Law; Performance Management; Taxation; Financial Reporting; Audit and Assurance; and Financial Management. You also need to take the online ethics module, Professional Ethics. On completion of the Advanced Diploma, you can move up to our Professional level.
- **BSc (Hons) Degree Applied Accounting: (Level 6 MQRIC)** You also have the opportunity to further your knowledge and skills with our degree in Applied Accounting, which has been created in partnership with Oxford Brookes University. Holding both a professional accounting qualification and an accounting degree is a powerful combination that can greatly increase employment opportunities with employers.

To gain the ACCA Qualification (**MQRIC Level 7**) and become an ACCA member, you also need to study at the Professional level in addition to completing three years' work experience. If you study while you work, you could complete everything in just three years.



1 April 2016 – 31 March 2017

For full details about the ACCA qualification and Practical Experience requirement (PER) go to:

[HTTP://WWW.ACCAGLOBAL.COM/ZM/EN/QUALIFICATIONS/GLANCE/ACCA/WHO.HTML](http://www.accaglobal.com/zm/en/qualifications/glance/acca/who.html)

Registration and subscription fees

For registration you require:

| | |
|---------------------------------------------------------------|-----|
| Initial registration (payable online by debit or credit card) | £79 |
| Re-registration (payable online by debit or credit card) | £79 |

| | |
|--------------------------------------------------------------|-----|
| Annual subscription (payable online by debit or credit card) | £85 |
| Subscription to MIA (payable by cash, cheque or card) | €65 |

Exemption fees

An exemption fee is charged for each ACCA exam you are awarded exemption from.

| | |
|-----------------|-----|
| Knowledge exams | £71 |
| Skills exams | £90 |

EXAM DATES AND DEADLINES

FROM 2016 ACCA EXAMS WILL BE HELD FOUR TIMES A YEAR IN ALL MARKETS. IN ORDER TO ATTEMPT EXAMS, TRAINEES MUST FIRST REGISTER WITH ACCA. TRAINEES CAN REGISTER FOR ACCA AT ANY TIME IN THE YEAR, BUT THE FOLLOWING DEADLINES APPLY TO EXAM SESSIONS:

Exam fees

An exam entry fee must be paid for each exam you enter.

Knowledge exams

On Demand at Learnkey Training Institute

€ 90 for Learnkey Students

€ 120 for other applicants

Skills exams

| | |
|------------------------------------------------------------------------|------|
| December 2016 / March 2017 / June 2017 / September 2017 Early entry | £90 |
| December 2016 / March 2017 / June 2017 / September 2017 Standard entry | £96 |
| December 2016 / March 2017 / June 2017 / September 2017 Late entry | £252 |
| December 2016 Early entry | £93 |
| December 2016 Standard entry | £98 |
| December 2016 Late entry | £257 |

Professional exams

| | |
|------------------------------------------------------------------------|------|
| December 2016 / March 2017 / June 2017 / September 2017 Early entry | £104 |
| December 2016 / March 2017 / June 2017 / September 2017 Standard entry | £112 |
| December 2016 / March 2017 / June 2017 / September 2017 Late entry | £268 |
| December 2016 Early entry | £110 |

F1, F2 & F3 are computer based exams. Students can sit for these exams at Learnkey Training Institute on demand. Special discounted prices apply for students who cover their ACCA course at Learnkey Training Institute only.

- **How long will it take?**
- Our Fundamentals level can be completed in as little as 12 to 18 months, but a range of flexible study options are available to suit your lifestyle.
- To gain the ACCA Qualification and become an ACCA member, you also need to study at the Professional level in addition to completing three years' work experience. If you study while you work, you could complete everything in just three years. For more details visit
- <http://yourfuture.accaglobal.com/global/en/our-qualifications/fundamentals.html>
- For further details about ACCA visit www.accaglobal.com

**Classes not more than 20 to guarantee individual attention.
Students will also have time for revision with their lecturer.**

For Special Offers See Page 3

Discount is also given to ACCA applicants which entitles them discount from various outlets.

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