ACCA Courses June 2009
Delivering results

REED BUSINESS SCHOOL

ACCA full link and revision courses + No pass free re-sit guarantee

Reed Business School is a trading subsidiary of Reed Educational Trust Limited which is a registered charity. Registered Number 328347.

ACCA professional qualification

Reed Business School offers the following course options for ACCA students:

Full Link

- Three phase course consisting of introductory and interim courses covering whole syllabus
- Revision course (see below)
- Correspondence full syllabus link examination paper and marking
- Progress reports sent to employers (please complete relevant section on enrolment form to opt out of this option)

Revision

- A technical overview of the syllabus focussing on exam question practice & technique required to pass
- Revision mock examination/question based day at the end of the course
- Essentials Paper 2 (corporate reporting) revision courses will be split into 2 x three day blocks (including QBD) due to the technical demands of the subject. This will allow students time to 'get to grips' with the first three days' content before completing the remainder of the course and attempting the QBD

Question based days (Professional papers only)

- Practice of unseen questions in examination conditions with experienced markers and tutor feedback

Knowledge papers
Computer Based Examinations (CBE)

The business school is licensed to run the ACCA CBE for Knowledge papers F1, F2 and F3. We have timetabled these to run shortly after the relevant June 2009 revision courses. Students can attend our teaching and revision courses to prepare for either the CBE or written examinations. Please complete the relevant section on the enrolment form if you wish to sit the CBE at Reed.

Benefits of training at Reed

Reed Business School offers the ideal setting for exam preparation. The relaxed atmosphere and studying residentially at Reed enables students to avoid the demands of day to day domestic chores and daily commuting. Students can attend the courses on both a residential and non-residential basis.

Material

Introductory & Interim phases (included within course fee)

- BPP study notes
- Link test and marking

Revision phase (included within course fee)

- BPP question bank
- BPP revision notes

We offer the option of purchasing a BPP study text (£30 each) and BPP passcards (£10 each) for each paper. Please add £6.50 (+VAT) per study text and £3 (+VAT) per revision kit and £1 (+VAT) per passcard if you wish them to be posted prior to the course. Study/revision notes and question bank will be provided at the start of the course.

Delivering Results

International Stream Syllabus

The following courses will be covering the International Stream syllabus. If you have any concerns with the International Stream syllabus, please email Lynne Wiseman lynne.wiseman@reed.co.uk for clarification on how this will effect your studies.

F3 Financial Accounting
F7 Financial Reporting
F8 Audit & Assurance
P2 Corporate Reporting
P7 Advanced Audit & Assurance

Please note it is the student's responsibility to indicate on their ACCA examination entry form the correct International or United Kingdom examination entry.

No pass – free re-sit

We are fully confident that our ACCA training programme will ensure your success at your examination sitting. In testimony to our belief in our courses, we are willing to offer any student who is unsuccessful at their exam sitting, a free place on the equivalent paper on our December or June revision courses.

To qualify for the no pass free resit offer, students need to:

- Have attended all Reed Business School full link and revision including QBD courses (where relevant)
- Submitted all link tests as per the study programme and scored a minimum pass of 45 %
- Submit revision mock examinations **(sat under exam conditions)** or attend the QBD where applicable scoring a minimum pass rate of 45 % in each
- Attend a re-sit course within 12 months of failed sitting
- One free revision re-sit course per student
- There will be no charge for tuition fees. Accommodation and course material, if applicable will be charged at the published rates

Introductory and Interim – Course fees

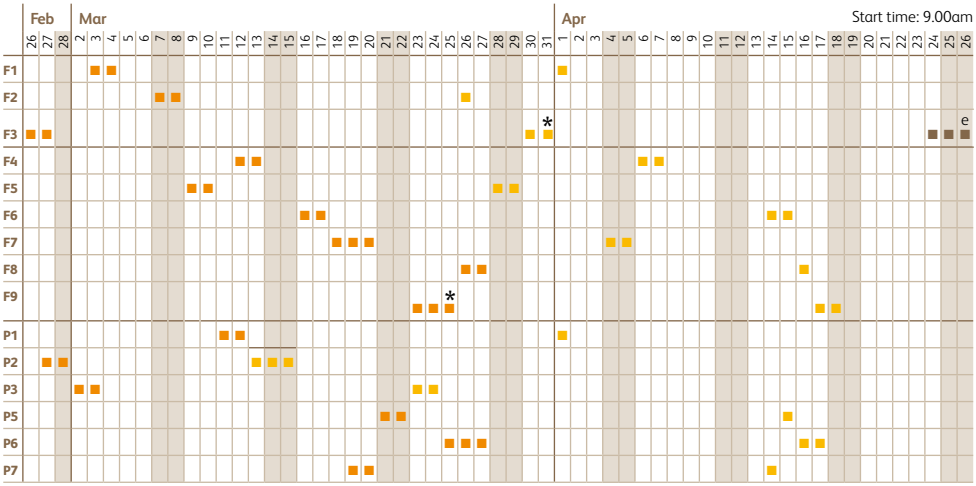
Level	Module	Paper		Course length	Tuition fees £	Residential fees £	Single room supplement £
Fundamental	Knowledge	F1	Accounting in Business (AB)	3	235	84	45
		F2	Management Accounting (MA)	3	235	84	45
		F3	Financial Accounting (FA)	3.5	260	112	60
	Skills	F4	Corporate and Business Law (CL)	4	325	112	60
		F5	Performance Management (PM)	4	325	112	60
		F6	Taxation (TAX)	4	325	112	60
		F7	Financial Reporting (FR)	5	375	140	75
		F8	Audit & Assurance (AA)	3	260	84	45
		F9	Financial Management (FM)	4.5	365	140	75
Professional	Essentials	P1	Professional Accountant (PA)	3	260	84	45
		P2	Corporate Reporting (CR)	5	400	140	75
		P3	Business Analysis (BA)	4	325	112	60
	Options	P5	Advanced Performance Management (APM)	3	245	84	45
		P6	Advanced Taxation (ATX)	5	400	140	75
		P7	Advanced Audit & Assurance (AAA)	3	260	84	45

Revision (and QBD where applicable) – Course fees

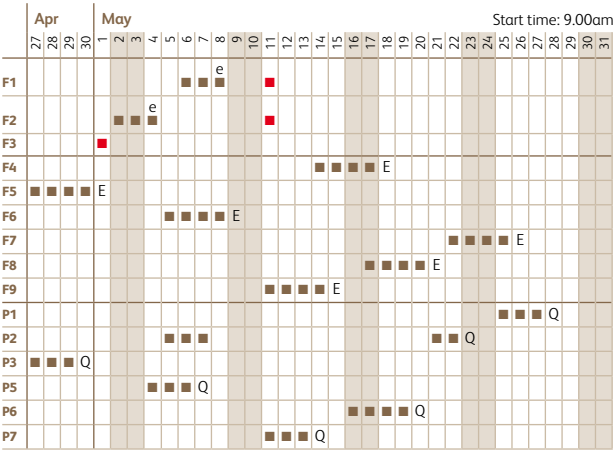
Level	Module	Paper		Course length	Tuition fees £	Residential fees £	Single room supplement £
Fundamental	Knowledge	F1	Accounting in Business (AB)	3	200	105	60
		F2	Management Accounting (MA)	3	200	105	60
		F3	Financial Accounting (FA)	3	200	105	60
	Skills	F4	Corporate and Business Law (CL)	4.5	335	175	100
		F5	Performance Management (PM)	4.5	335	175	100
		F6	Taxation (TAX)	4.5	350	175	100
		F7	Financial Reporting (FR)	4.5	350	175	100
		F8	Audit & Assurance (AA)	4.5	335	175	100
		F9	Financial Management (FM)	4.5	350	175	100
Professional	Essentials	P1	Professional Accountant (PA)	4	350	140	80
		P2	Corporate Reporting (CR)	6	500	210	120
		P3	Business Analysis (BA)	4	350	140	80
	Options	P5	Advanced Performance Management (APM)	4	315	140	80
		P6	Advanced Taxation (ATX)	5	390	175	100
		P7	Advanced Audit & Assurance (AAA)	4	350	140	80

All prices are subject to VAT at the standard rate

ACCA June 2009 Introductory & Interim course dates



ACCA June 2009 Revision course dates



- introductory courses
- interim courses
- revision courses
- computer based exams
- * morning only
- e exam pm
- E exam am
- Q question based day

Enrolment – ACCA June 2009

Surname

First name

☐ Male ☐ Female Date of birth

Home address

Postcode

Tel Mobile

Email

Emergency contact details

Dietary restrictions

ACCA Registration number

Your ACCA number is required for statistical analysis and will be submitted to ACCA

Course fees to be paid by: ☐ Student ☐ Employer

Employer's name and address

Postcode

Tel Fax

Email

I have read and accept the terms of business as outlined below

Student signature

Date

Have you studied at Reed Business School before? ☐ Yes

How did you hear of Reed Business School?
(e.g. website, direct mailing, recommendation, previous student)

Please ask employer to sign below if paying your course fees
Employer's authorisation for sponsored students
As employers, we are responsible for the payment of fees due on receipt of the invoice, regarding the student mentioned opposite and will endeavour to inform you in writing of any change to this arrangement. We understand that we are fully responsible, in all circumstances, for the payment of fees due, including termination of employment or cancellation of course (unless Reed Business School is notified in writing at least 15 working days, before the relevant course commences)

Employer's signature

Please print

Employer's title

Date

☐ Please indicate if you do not wish to receive course reports

Methods of payment

☐ Please invoice my employer (if signed above)

☐ I enclose a cheque for £
made payable to: Reed Business School

☐ Credit/debit card – please charge my credit/debit card in respect of the courses listed below and any fees outstanding in respect of the ACCA courses booked

Name on card

Cardholder's signature

Card No.

Valid from Expiry date

Issue No. (If applicable) Security No.

Statement address:

Terms and Conditions

Payments The course fee must be paid, in full no later than 15 working days prior to the start of the course. RBS reserves the right to re-allocate the course place to another student if fees are not paid in time. If an employer does not sign the form, the student will be liable for any outstanding course fees.

Cancelling Courses All cancellations to bookings must be made in writing 15 working days prior to the start of the course. If a booking is cancelled within the 15 days or if the student fails to attend the course, the full course fee must be paid immediately.

ACCA Results Service Your date of birth and ACCA registration number will be submitted to ACCA in order for your exam results to be released to the Business School for statistical purposes only and will remain confidential. This result service is part of our Platinum Accreditation and is not provided to the Business School until after the official result release date. Please tick the below box if you wish to opt out of this service. ☐

Amendment to Booking An administrative charge of £10 + VAT will be paid for each amendment requested to an existing booking. Refunds on credit card payments will be charged at the greater of 1.5% or £10 to cover transaction fees.

Postage of Study Materials Study texts and passcards (if ordered) will be handed to students at the beginning of the course. If the material is required prior to attending please indicate on the enrolment form. A fee will be charged to cover postage and packing.

Any ACCA Computer Based Exams system errors resulting in either examinations not being held at the designated date, venue or time or the unsuccessful completion of the computer based exams are out of Reed Business School's control and Reed Business School shall not accept any liability in relation thereto.

Please tick your requirements in the appropriate spaces

	Knowledge			Skills						Professional					
	F1 £	F2 £	F3* £	F4 £	F5 £	F6 £	F7* £	F8* £	F9 £	P1 £	P2* £	P3 £	P5 £	P6 £	P7* £
Intro & Interim Tuition	235	235	260	325	325	325	375	260	365	260	400	325	245	400	260
✓															
Intro & Interim Res	84	84	112	112	112	112	140	84	140	84	140	112	84	140	84
✓															
Intro & Interim Single	45	45	60	60	60	60	75	45	75	45	75	60	45	75	45
✓															
Revision Tuition **	200	200	200	335	335	350	350	335	350	350	500	350	315	390	350
✓															
Revision Res	105	105	105	175	175	175	175	175	175	140	210	140	140	175	140
✓															
Revision Single	60	60	60	100	100	100	100	100	100	80	120	80	80	100	80
✓															
Computer Based Exam***	39	39	39												
✓															
Study Text P&P	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50	6.50
✓															
Revision Kit P&P	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
✓															
Passcard P&P	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
✓															
Sut Total															
+ VAT @ standard rate															
Study Text	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
0% VAT															
Passcard	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
0% VAT															
Total per paper															

Residential – Non Residential Students may attend Reed Business School on a residential or non-residential basis. Residential fees are based on two person shared accommodation and all meals are provided. The Business School also offers a limited number of single rooms that are allocated on a first come first served basis. In order to secure residential accommodation at the school it is recommended that early bookings are made.

P&P Please add the relevant P&P for each study text, revision kit or passcard requested to be posted prior to the start of the couse.
***** International Stream
****** Revision includes QBD where applicable.
******* Please note we do not accept CBE bookings only

Reed Business School,
The Manor, Little Compton,
Nr Moreton-in-Marsh
Gloucestershire GL56 ORZ

How to find us Reed Business School is situated in Little Compton, a picturesque & quiet village in the heart of the Cotswolds

By rail

There is a main line station at Moreton-in-Marsh offering frequent intercity services to Oxford, Reading, London Paddington and Worcester/Hereford. The Business School is a 4 mile taxi journey away from the station.

By road

The distances by road are... Oxford 25 miles A44
Birmingham 45 miles M40 (J15), A429, A44
London 80 miles M40 (J8), A40, A44
Swindon 35 miles A361, A44.

ACCA Contact Details
Student Enquiries
ACCA Connect, 2 Central Quay, 89 Hydepark Sreet, Glasgow G3 8BW
Tel: 01415 822000 Fax: 01415 822222
Student enquiries email: students@accaglobal.com
Member enquiries email: members@accaglobal.com

LICENSED CBE CENTRE ACCA 1 APR 08 – 31 MAR 09

APPROVED LEARNING PARTNER - STUDENT TUITION ACCA PLATINUM 2009