



# NEI BDO Unicon Management Centre

**ACCA Qualification**

# Non-Government Educational Institution BDO Unicon Management Centre

## ACCA Qualification

What is the ACCA? .....	2
ACCA Qualification .....	2
Our Advantages .....	2
Why Choose NEI BDO Unicon MC?.....	2
Number of Subjects .....	3
ACCA Student Registration Deadline .....	4
Entry Requirements .....	4
Documents.....	4
Exemptions.....	4
Examinations.....	4
Compulsory Payments.....	4
Course Structure.....	5
Study Materials .....	5
How is the ACCA Study Course Organised?.....	5
Fees .....	5
Course Schedule .....	6
Tutors.....	6
Contact Information.....	6



**NEI BDO Unicon Management Centre** is offering its clients a preparatory program for examinations under the ACCA Professional Scheme.

## **What is the ACCA?**

The Association of Chartered Certified Accountants (ACCA) is the largest global professional accountancy body. It was founded in 1904. ACCA's headquarters are in London. Currently there are over 260,000 students and 110,000 members in 170 countries of the world, including 5,500 students and over 700 full ACCA members in **Russia**.

## **ACCA Qualification**

**ACCA Professional Scheme** is the key qualification of all those offered by ACCA and is rightfully regarded as one of the most highly respected and valued financial qualifications available internationally. The ACCA Qualification focuses on developing multi-faceted knowledge, skills and techniques required for modern accountancy and finance and is designed for those interested in their professional development and capable of building successful careers.

## **Our Advantages**

- BDO Unicon is one of the five largest accountancy firms operating in the Russian market. It has access to the knowledge and versatile experience of BDO International network.
- Seminar programs are prepared and implemented by leading consultants of BDO Unicon, who have built a rich practical experience in various areas of consulting.
- All our tutors are specialists who are permanently improving their skills at the leading Russian and foreign centres.

## **Why Choose NEI BDO Unicon MC?**

- 12 years in the educational services market
- License No. 252353 Series A for educational activities.
- Accredited by ACCA as a Registered Tuition Provider ACCA
- ACCA Approved Learning Partner (Gold level)

- Experienced ACCA-certified tutors
- Open and in-company formats of study
- Maximum conformity between the program and examination topics
- Interactive tutoring support
- Administrative support for exam registration

## Number of Subjects

The program consists of 14 exams and is divided into 2 levels.

- **Fundamental level.** The level is divided into two modules.
  - The **Knowledge module** includes three exams and tests financial accounting knowledge and understanding of the role of financial information. Knowledge module exams (F1, F2, F3) may be available as computer-based exams and will be two-hours long.
  - The **Skills module** contains six subjects aiming to develop technical skills. In respect to F4 and F6 subjects the candidates are free to choose the country (from the proposed list of countries) under whose legislation they are going to pass exams.
- **Professional level.** This level is divided into two modules - **Essentials** and **Options**, in which the students should complete five subjects: the first three are essential and two of the remaining four are optional. The Essentials exams shall be passed before Options.
- **Ethics module.** According to the rules, all candidates should complete the **Professional ethics** module on-line before applying for ACCA membership. Registered students will be given access to the Professional Ethics module as soon as they become eligible to take Paper P1.

Fundamental level	Professional level
<b>Knowledge module</b> <b>F1</b> Accountant in Business <b>F2</b> Management Accounting <b>F3</b> Financial Accounting	<b>Essentials module</b> <b>P1</b> Professional Accountant <b>P2</b> Corporate Reporting <b>P3</b> Business Analysis
<b>Skills module</b> <b>F4</b> Corporate and Business Law <b>F5</b> Performance Management <b>F6</b> Taxation <b>F7</b> Financial Reporting <b>F8</b> Audit and Assurance <b>F9</b> Financial Management	<b>Options module</b> <b>P4</b> Advanced Financial Management <b>P5</b> Advanced Performance Management <b>P6</b> Advanced Taxation <b>P7</b> Advances Audit and Assurance

## ACCA Student Registration Deadline

- For the June examinations – register by 31 December of the preceding year
- For the December examinations – register by 15 August of the same year

## Entry Requirements

- Candidates with Completed Specialised Secondary (college) Education or students in their 3<sup>rd</sup> or higher year of higher educational institutions may be enrolled in the program.
- Knowledge of English is a must.

## Documents

- A copy of foreign passport.
- 1 photo 3\*4.
- Notarised English translation of the Diploma of Higher Education.
- Completed Registration Form.
- In case of a name change – notarised English translation of the Change of Name Certificate.

## Exemptions

- The students may be eligible to claim exemption from up to all nine exams within the Fundamentals level. No exemptions are available from the Professional level. The matter of the availability of exemptions is solved individually with each candidate.
- The exam progression rules have changed becoming more flexible. As previously, students may take a maximum of four exams per session and are free to choose the exam format within one module. ACCA, however, recommends that papers within a module are taken in order. According to the rules, at the beginning of the exam an additional 15 minutes reading time is provided.

## Examinations

- Exams are paper-based and conducted in English. Exams will be two to three hours long depending on the program level.
- The exam sessions take place twice a year – in June and December.
- At any one sitting students are allowed to pass no more than 4 papers. Subjects are passed in order. On the average, it takes 2 to 3 years to get this qualification.
- Exams in Russian may be taken in Moscow, Saint-Petersburg, Vladivostok and Ekaterinburg.

## Compulsory Payments

- Initial registration fee – £64.
- Annual subscription fee – £64.
- One exam fee varies from £47 to £63 depending on the program level.

## Course Structure

The training program for one subject includes:

- 72 hours of in-class studies;
- Monitoring test;
- Mock exam with grading;
- Interactive tutoring support throughout the period of study.

If necessary, we are ready to render services for program registration.

## Study Materials

While studying at our Centre, registered students will be provided with the following standard support package:

- Study text;
- Exam kits;
- Pocket notes.

## How is the ACCA Study Course Organised?

The ACCA study course by subject (for full professional program) covers on the average 8 to 10 days, including introduction and revision. Students may take the courses on 2 to 3 subjects simultaneously and pass exams accordingly.

The classes are held on weekdays and weekends from 9.30 to 17.30.

**The classes take place at:** 53/1, Dubininskayas str. (Paveletskaya Metro station).

## Fees

- One exam preparation fee, including study materials: RUR 24 500-33 000 (VAT exempt).
- This amount excludes registration and exam fees to ACCA, which must be paid by candidates separately.

<b>Course Schedule*</b>					
<b>Paper name</b>	<b>Introduction</b>	<b>Revision</b>	<b>Duration</b>	<b>Full</b>	<b>Revision</b>
<b>F2 Management Accounting</b>	(9.30-16.30)	(9.30-16.30)	40	24 500 (including VAT)	17 395 (including VAT)
<b>F3 Financial Accounting</b>	(9.30-16.30)	(9.30-16.30)	40	24 500 (including VAT)	17 395 (including VAT)
<b>F4 Corporate and Business Law</b>	04, 11 April (9.30-16.30)	25 April, 15, 22, 30 May (9.30-16.30)	48	29 400 (including VAT)	20 874 (including VAT)
<b>F5 Performance management</b>	03, 10, April (9.30-16.30)	18 April, 16, 29 May, 06 June	48	29 400 (including VAT)	20 874 (including VAT)
<b>F6 Taxation (Rus)</b>	25 April, 02 May (9.30-16.30)	08, 15, 22, 29 May (9.30-16.30)	48	29 400 (including VAT)	20 874 (including VAT)
<b>F8 Audit and Assurance</b>	03, 10 April (9.30-16.30)	17, 24 April, 15, 23 May (9.30-16.30)	48	29 400 (including VAT)	20 874 (including VAT)
<b>F9 Financial Management</b>	04, 11 April (9.30-16.30)	08, 22, 30 May 05 June (9.30-16.30)	48	29 400 (including VAT)	20 874 (including VAT)
<b>P1 Professional Accountant</b>	(9.30-16.30)	(9.30-16.30)	32	33 000 (including VAT)	23 430 (including VAT)
<b>P3 Business Analasys</b>	(9.30-16.30)	(9.30-16.30)	32	33 000 (including VAT)	23 430 (including VAT)
<b>P5 Advanced Performance Management</b>	(9.30-16.30)	(9.30-16.30)	40	33 000 (including VAT)	23 430 (including VAT)

#### **Tutors:**

- Paper F4 – Minckaya Irina
- Paper F5 Dudaeva Evgenia
- Paper F6 – Tyncherova Zarina (CIPA, DipIFR)
- Paper F8- Redko Olga
- Paper F9- Coboleva Nadegda
- Paper P1 - Gerald Rohan
- Paper P3 - Gerald Rohan

#### **Exam:**

<b>Paper name</b>	<b>Mock exam</b>	<b>Cons</b>	<b>Exam</b>
F5 Performance management	8 June, 18.00	10 June, 18.00	14 June
F6 Taxation (Rus)			7 June
F8 Audit and Assurance	3 June, 18.00	5 June, 12.00	9 June
F9 Financial Management	7 June, 18.00	8 June, 18.00	10 June

## Contact Information:

For further information about the program please contact Irina Makshanova via:

- Tel.: (495) 797-56-65, ext. 32-70;
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