



Finance Business Training



London
School of Business
& Finance



London | Birmingham | Manchester

FULL-TIME

ACCA



New Locations

Highly Experienced Tutors

Enhanced Career Service

Comprehensive Online Resources

Full ACCA Syllabus Available Online in HD Video

FREE Revision and Notes

FREE Professional Certificates

Up to 90 hours
per subject

Pass First Time Guarantee™*

www.lsb.org.uk

www.fbt-global.com

www.lsbmanchester.com



Experience the Difference

We offer you the chance to study for your ACCA qualification in a totally different way, giving you more study hours and adding value to the core modules, providing the most flexible range of study options, such as recorded video lectures that can be viewed online whenever you wish. Additionally, to enhance your career we offer practical skill courses plus our 5-star career service **free of charge**, as well as our acclaimed placement programme.

More Hours per Subject

We believe that the number of classroom hours has a direct impact on exam performance. The more time you spend in lectures, the more likely you are to pass your exams. That's why we have invested in ensuring that we deliver more vital lecture time; up to 90 hours per subject.

Highly Experienced Tutors

Our expert tutors have over 30 years proven experience in achieving exam success for our students. They are not only selected for their pass rates, but also for their subject knowledge, communication skills and their passion for teaching. They are uniquely able to illustrate and link concepts to real world business scenarios. Some of our tutors also mark the real ACCA exams.

Pass First Time Guarantee™*

Recognising your commitment to your studies, we offer a free re-sit course in the unlikely event that you would have to re-sit the exam.

Your ACCA Resources

Having the best resources available is crucial for your exam success. As part of your course you receive:

- + Top quality ACCA text books
- + Top quality ACCA revision kit
- + Lecture notes and revision materials (prepared by our top tutors)
- + Online resources such as recorded video lectures and progress tests and solutions
- + Revision classes
- + Mock exams and solutions
- + Exam technique sessions

Free Professional Skills

To enhance your ACCA studies and career we offer free certificate courses* in essential practical techniques such as:

- + SAGE Line 50
- + Financial Modelling
- + Risk & Financial Management
- + Islamic Finance
- + Financial Markets Trading Analysis

“One of the things that impressed me most was how well I was prepared going into my interviews”

– Augustin Entonu

Our Teaching Team Includes

Sue Hoof
FCMA, MAAT, PGCE



Jane Godfrey
ACCA, BAB, HND in Hotel Mngt.



James Griffiths
BA, ACCA



Robert Sowerby
ACMA



Lisa Kiddell
ACMA



David Laws
ACA, ACCA



Francis Braganza
FCA



Jenny Hughes
FCMA



Debbie Crossman
Barrister-at-Law



Stephen Coe
FCA, MA Cambridge University



Martin Jones
ACA, MBA



Paul Merison
ACA



Amanda Percival
AAT, ACCA



Carolyn Napier
ACA



Gamel Taher
FCCA, BSc



Becky Bate
ACCA



New Online Resources

We have enhanced our classroom product to include new and improved online resources available to all ACCA students.

Using the latest technology we have developed an online platform where you are able to log in and view lectures for all your ACCA papers.

To compliment the online lectures the platform also stores notes from the lecturers so you can fully utilise your class time.

You also have access to the 24 hour support centre via email and telephone. They are on hand to assist you with any of the following:

- + Programme information and course management
- + Technical and IT support
- + Academic support

The platform hosts a frequently asked questions forum with an extra feature where students can submit a query and receive a response from the team. The 24 hour help centre is designed to ensure that students have the support they need, when they need it.



“Online resources provided me with **a new way of learning**.
By having the option of revisiting my classroom lectures again and again, I was able to **identify and retrieve vital information** that I had missed in class”

- Nadim Naqavi, MBA + ACCA

The ACCA Qualification

Registering as an ACCA student

Enrolment as a student with us does NOT register you with The ACCA. All students who wish to sit ACCA examinations must register with The ACCA as a professional exam student:

Register online at www.accaglobal.com or request a registration pack from ACCA.

Exam Deadlines

ACCA written exams are held in June and December of each year. You must register for the exams with ACCA in line with the deadlines below.

Exam entry period	Early	Standard	Late
June exam session	8 March	9 March – 8 April	9 April – 8 May
December exam session	8 September	9 September – 8 October	9 October – 8 November
Exam entry method	Online only	Online and Paper	Online only

Please Note:

1. Registration takes 6 weeks and can take longer for international students.
2. Students can sit a Computer Based Exam (CBE) at any time of year, and there is no restriction on the number of times you can re-sit the CBE exam.

Exemptions

Students can expect to receive exemptions if they have a relevant degree or a relevant professional qualification. ACCA decides if previous study is relevant and they award exemptions for some papers in the Knowledge module and the Skills module. There are no exemptions given in Essentials and Options modules.

For example, students who hold FIA or AAT membership will be exempt from the Knowledge module.

Exemption Application deadlines:

By 31st July – for December exams

By 31st January – for June exams



Entry Requirements

The ACCA offers various entry points on to the ACCA Qualification, depending on age and previous academic qualifications. We recommend that students have a good proficiency in English.

Minimum entry requirements

- + Two A Levels and three GCSEs or equivalent in five separate subjects, including English and Mathematics
- + Information on the minimum entrance criteria for each country is available from the ACCA website – www.accaglobal.com

Foundation in Accountancy Route (FIA)

- + Must be 18 or over
- + No minimum requirements for students registered for the FIA
- + Studying just three modules of FIA gains a recognised 'Diploma in Accounting and Business'
- + Completing the 3 modules allows students to progress onto the ACCA or gain a basic bookkeeping role.

Graduate-entry route

- + Relevant degree holders from ACCA-accredited institutions may be exempt from all nine exams within the Fundamentals level and register directly at the Professional level.
- + Degrees with some relevance may also qualify for exemptions.

Access to ACCA via FIA or AAT qualification

- + No academic qualifications required
- + Pass 3 modules (FAB) (FMA) (FFA)
- + Pass advance certificate in accounting (AAT) - intermediate level

Practical Experience

To become a Chartered Certified Accountant it is not enough to successfully pass all the exams. Students also need to satisfy the practical experience requirements. Students are also required to provide evidence of a minimum of 3 years supervised relevant work experience.

All students will benefit from a specialist Career Advisor, on-campus, who is trained to provide advice on specific issues that students may encounter in their job search.

Furthermore, in order to gain practical skills, we offer Practical Training Placements to enable students to experience real opportunities to practice on real client cases, working with the real forms that are used in practice.

ACCA Contact Details

For more information on ACCA registration, exam entry, entry requirements, and exemptions please contact:

ACCA Connect
2 Central Quay,
89 Hydepark Street,
Glasgow, G3 8BW
United Kingdom
Tel: +44 (0)141 582 2000
Fax: +44 (0)141 582 2222
Email: students@accaglobal.com
Web: www.accaglobal.com

Our **unique** ACCA Package Compete **1st Class**



Compete Standard

- + Classroom lectures and revision sessions
- + Study and revision notes
- + Mock exams and marking
- + Free online resources such as recorded video lectures, lecture notes and Q&As
- + Pass First Time Guarantee™*

Compete 1st Class

- + Classroom lectures and revision sessions
- + Study and revision notes
- + Mock exams and marking
- + Free online resources such as recorded video lectures, lecture notes and Q&As
- + Pass First Time Guarantee™*
- + Free Certificates (see table)
- + Career and Interpersonal Development programme

ACCA Compete 1st Class is one of our innovative all round programmes which combines the ACCA professional qualification with the practical skills essential for successful accounting and finance professionals.

This package boasts high quality online resources for students, including recorded lectures available online 24 hours a day, allowing you to review any information covered in the lectures, so if you miss a class for any reason, you can revisit the lectures as many times as you need through our innovative online facilities.

Our 4 Free Certificates*

Our free certificates provide you with vital, practical skills for your accounting and finance career.

These skills provide you with the competitive advantage of being able to secure a position whilst studying towards the ACCA qualification.

If you are embarking on the first stages of your career, our employer research shows advanced knowledge of Sage and Excel are essential for employment success.

To help you achieve your career goals, we are offering a free career and interpersonal development programme which includes career development and communication sessions.

Book 12 subjects and receive **1 free certificate***
Book 14 subjects and receive **2 free certificates***

Our free certificates, provide vital skills for accountants when looking for their first job. Our students have the competitive advantage of being able to secure a position after their first level of ACCA.

FREE
for Compete 1st
Class students

Programme	Duration	Level	Fees for non ACCA Compete 1 st Class Students
Free Certification in SAGE Line 50	10 weeks	Advanced level	£900
Free Certification in Financial Modelling	10 weeks	Intermediate level	£900
Free Certification in Financial Markets, Trading and Analysis	10 weeks	Expert level	£1100
Free Risk & Financial Management	10 weeks	Advanced Level	£900

Our Exclusive ACCA + MBA or MSc Programme

Capitalise on your professional qualification and financial expertise

As your partner in professional and academic development, we continue to design exclusive means through which to help you reach your objectives. Our personal approach to tailoring our MBA and MSc in Finance programmes to compliment your ACCA study will equip you with the skills and knowledge to meet the demands of an ever changing business world.

Our Personal Approach

Our consultative practice is perfect for identifying and focusing on your specific objectives, alongside our commitment to accommodating your personal study needs. Whether you are a qualified or training financial professional, our method of programme delivery is designed to reflect your progression, and if you cover part of the traditional MSc in Finance curriculum in your professional study, we'll tailor your programme content accordingly.

Furthermore, as the provider of the world's most flexible MBA, we consider your strengths as a strategist, operations or finance professional and work with you to create the most suitable, well rounded programme to meet your future career goals and objectives, in a time frame and mode of study that accommodates your lifestyle.

Practical Elements

Our multifaceted portfolio of MBA and MSc in Finance programme specialism pathways deliver practical, sought-after skills and pertinent educational value through flexibility, relevance, efficiency and cost effectiveness.

A significant part of our teaching and programme design is based on real-world and relevant business case studies, whilst focusing on important aspects of developing leadership and management theory, as well as a holistic understanding of business processes.

In particular, our MBA is delivered through a balance of theory and applied learning, providing you with both hard analytical and soft interpersonal skills, building your competence across the full range of managerial activity.

Unprecedented Flexibility

We offer Full-Time, Part-Time on Campus or Online learning (via our InterActive platform).

Applicants

For a limited time, we are offering applicants the opportunity to benefit from a fully funded scholarship towards an MBA or MSc in Finance programme when applying for the combined ACCA + MBA or MSc in Finance programme (terms and conditions apply - see application form for more details).

Our exclusive package includes free access to all online study materials and recorded video lectures. This means that you never need to miss a class. In addition, our innovative broadcast solution gives students the opportunity to revisit lectures to significantly improve their understanding of the course content.

Please contact one of our advisors for more details:

London: +44 (0) 207 823 2303
info@lsbf.org.uk

Birmingham: +44 (0) 121 616 3370
info@fbt-global.com

Manchester: +44 (0) 161 713 1777
manchester@lsbf.org.uk



ACCA

Syllabus & Exam Regulations

The ACCA Syllabus consists of 14 papers divided into four levels

Knowledge – 3 papers

Skills – 6 papers

Essentials – 3 papers

Options – 2 papers from 4

Knowledge

- F1 AB Accountant in Business
- F2 MA Management Accounting
- F3 FA Financial Accounting

Skills

- F4 CL Corporate and Business Law
- F5 PM Performance Management
- F6 TX Taxation
- F7 FR Financial Reporting
- F8 AA Audit & Assurance
- F9 FM Financial Management

Essentials

- P1 GR&E Governance, Risks and Ethics
- P2 CR Corporate Reporting
- P3 BA Business Analysis

Options (Please choose any 2 from 4)

- P4 AFM Advanced Financial Management
- P5 APM Advanced Performance Management
- P6 ATX Advanced Taxation
- P7 AAA Advanced Audit & Assurance

Exam Regulations

- + All levels must be sat in order
- + Available as CBEs (Computer Based Exams) or written exams
- + Maximum of four papers to be taken in one sitting
- + Papers within a module may be sat in any order but ACCA recommends that they should be sat in numerical order
- + Papers from a variety of modules may be sat at any one time. i.e. Knowledge and Skills or Skills and Essentials
- + The three Essentials papers do not have to be sat together
- + Students have 10 years to pass all the examinations
- + The pass mark for all examinations is 50%
- + In addition to the above 14 papers, students are required to study and sit an online module in Professional Ethics. It is recommended that this is studied at the same time as P1

Computer Based Assessment

All our UK campuses are official ACCA Computer-based Exam Centres. CBEs are available for papers F1, F2 and F3 only of the Professional Scheme. Please contact us for details of CBE dates.





Applying for a Course

Step 1

Choose the campus of your choice from London, Birmingham or Manchester.

Step 2

Download an application form from the ACCA section of our website:

London www.lsbf.org.uk
Birmingham www.fbt-global.com
Manchester www.lsbfmanchester.com

Step 3

Contact one of our dedicated advisors, please contact us or send a query via the call back section on our website:

London **+44 (0)207 823 2303**
London www.lsbf.org.uk
Birmingham **+44 (0)121 616 3370**
Birmingham www.fbt-global.com
Manchester **+44 (0)161 713 1777**
Manchester www.lsbfmanchester.com

Step 4

Complete the application form and choose the package of your choice.

Please note that full time international students must select a minimum of 3 papers in each term. This is required in order to satisfy the immigration authorities and immigration requirements of **15 hours per week of formal tuition between Monday – Friday.**

Step 5

Email, post or fax (please see back of brochure) your completed application form, together with payment /deposit to your selected campus. Please make sure you sign the application form as we are unable to process any forms without a signature. Please note, if you are an international student, studying on a student visa, please attach a copy of your passport and the student visa to the application form. If you are about to apply for a student visa please see student support and visa advice page 11.

Step 6

Register with ACCA
Visit www.accaglobal.com

or call ACCA Connect on
+44 (0)141 582 2000

For registration deadline details please see page 6.

Student Support and Visa Advice

Student Services

When you enrol on a full time course, not only will we help you pass the exam, but we also help you get to know your tutors and create an experience of professional education that you can take away with you on completion of your studies. You will benefit from:

- + Accommodation advice
- + Career workshops, advice and study skills sessions
- + Revision classes
- + Free internet access on campus
- + Study rooms
- + Regular student social events
- + Student lounges
- + State-of-the-art classrooms, hundreds of computers
- + Comprehensive library
- + Out of hours study facilities

For more information, please contact us on

London +44 (0)207 823 2303

Birmingham +44 (0)121 616 3370

Manchester +44 (0)161 713 1777



Visa Application Procedure*

LSBF is a Highly Trusted Sponsor (HTS) with the UK Border Agency (UKBA) and we have significant experience in working with international students. Our specialist staff have extensive knowledge of all aspects of the visa application process for those wishing to study in the UK. Overseas students should follow the steps highlighted below:

- + Register with ACCA for student membership and exam entry
- + Complete our enrolment form for the ACCA course. Forms are available from our website at www.lsbf.org.uk or www.fbt-global.com
- + Once accepted by us (and your deposit has cleared) and on receipt of all required documentation (including proof of English language proficiency), you will be provided with a CAS Confirmation. We will ask you to validate and confirm the details provided on this so that we can issue your final CAS Letter. This will then be used by you to help you complete your visa application form.
- + On receipt of the CAS Letter, submit your application for student visa or visa extension to the British Embassy or the British High Commission
- + As part of the visa application process, you will be required to prove that you are able to pay the full tuition fees and additional expenses for accommodation, transport, books and personal expenses

*Subject to change in UKBA regulations

Delayed Visa

Should your visa application be delayed by more than two weeks after courses have started, we can transfer your enrolment to the next term, provided we receive written confirmation from you.

Visa Support

Our dedicated staff can provide you with specialist advice on the visa application process.

Students are advised to take great care when completing and submitting a visa application. Be sure to follow all instructions as a visa refusal can be costly and time consuming to successfully overturn. In case of a visa refusal, we analyse all the reasons given for this decision and advise you on the next possible steps.

Fee refunds can be applied for on presentation of the original visa refusal letter. Any refund decisions will be subject to our T&C's, which can be found on our website.

Student Accommodation

We are a non-residential school, however we offer valuable accommodation advice to all our students. For example, we offer a list of property agents and property websites to our students who are in need of accommodation.

Airport Pickup

For international students, we can arrange a taxi or mini-cab pick up service to transfer you from the airport to your accommodation. You will be expected to pay the driver directly. However, we will give you an estimate of the fare.

If you require any further information about any of these services, please contact us on:

London +44 (0)207 823 2303

Birmingham +44 (0)121 616 3370

Manchester +44 (0)161 713 1777

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Birmingham Campus
2nd Floor Podium,
Centre City, 5-7 Hill Street,
Birmingham, B5 4UA, UK

Tel: +44 (0)121 616 3370
Fax: +44 (0)845 337 3406

Email: info@fbt-global.com
www.fbt-global.com

Manchester Campus
2nd floor,
Linley House, Dickinson Street,
Manchester, M1 4LF, UK

Tel: +44 (0)161 713 1777
Fax: +44 (0)161 261 4719

Email: manchester@lsbf.org.uk
www.lsbfmanchester.com

www.lsbf.org.uk
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www.lsbfmanchester.com

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[†]All UK Campuses

*Terms and Conditions apply. See website for details