

FULL-TIME

CIMA



New Locations

New Expert Tutors

Enhanced Career Service

Extensive online resources

FREE classroom recordings and lectures

FREE Revision and Notes

FREE Professional Certificates

Up to 90 hours
per subject

Pass First Time Guarantee™

www.lsbef.org.uk

www.fbt-global.com



Experience the Difference

We offer you the chance to study for your CIMA 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.

Expert 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 CIMA 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. (T&Cs apply)

Your CIMA Resources

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

- + CIMA approved text books
- + CIMA approved 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 CIMA studies and career we offer free certificate courses* in essential practical techniques such as:

- + SAGE Line 50
- + Financial Modelling
- + Training Placement
- + Risk & Financial Management
- + Islamic Finance Qualification
- + Bloomberg Training

**Depending on the number of modules you book*

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

– Augustin Entonu

Our Teaching Team Includes

Francis Braganza
FCA



Martin Davies



Debbie Crossman
Barrister-at-Law



James Griffiths
BA, ACCA



Martin Jones
ACA, MBA



Jane Godfrey
ACCA, BAB and HND in Hotel Mngt.



Carolyn Napier
ACA



Gamel Taher
FCCA, BSc



Christine Nardiello
BA (Hons), FCCA, CIMA



Rob Sowerby
ACMA



Lisa Kiddell
ACMA



Jenny Hughes
FCMA



Becky Bate
ACCA



New Online Resources

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

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

– Julie Allen, CIMA

The CIMA Qualification

This CIMA full time course is specially designed for those who wish to develop a successful and diverse career in financial and business management. CIMA is a broadly based qualification which develops key decision making, management, strategic and analytical skills rather than financial accounting, audit and tax.

Before you begin your studies, please read the following information carefully.

Registering as a CIMA student

Enrolment as an LSBF student does NOT register you with CIMA. All students who wish to sit CIMA examinations must register with CIMA as a student.

To register online, log on to www.cimaglobal.com and complete the online registration process.

Exam Deadlines

CIMA written exams are held in May and November each year. You must register with CIMA for CIMA exams in line with deadlines below.

	May Sitting	November Sitting
Student Registration	By 31st Jan	By 31st Jul
Exam Entry	By 14th Mar	By 14th Sep

Note: Students can sit a Computer Based Assessment (CBA) at any time of the year.



Entry Requirements

- + Students must be at least 18 years old
- + Proficiency in English and Mathematics is highly advisable

Please see page 9 for the CIMA qualification stages and syllabus regulations.

Exemptions

Students can expect to receive exemptions if they have a relevant degree or a relevant professional qualification. CIMA decides if previous study is relevant and may award some exemptions for papers at Certificate, Operational and Management level. There are no exemptions given at Strategic level.

LSBF advise you to check your starting point with CIMA before you enrol on the course.

Exemption application deadlines:
By 31st January – for May exams
By 31st July – for November exams

Practical Experience

To become an associate of CIMA, it is not enough to successfully pass all the exams. Students need to satisfy the practical experience requirements. They are also required to provide evidence of a minimum of 3 years supervised relevant work experience. This work experience has to be completed within 5 years of passing their last exam.

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

LSBF's careers team will work with students to identify opportunities for them to undertake internships which help build the necessary practical skills and experience essential to become a CIMA affiliate.

CIMA Contact Details

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

CIMA Students Services Centre
26 Chapter Street, London, SW1P 4NP UK
Tel: +44 (0)208 849 2251
Fax: +44 (0)208 849 2450
Email: cima.contact@cimaglobal.com
Web: www.cimaglobal.com

Our **unique** CIMA 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

CIMA Compete 1st Class is one of our innovative all round programmes which combines the CIMA 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 6 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 CIMA 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 6 subjects and receive **1 free certificate***
Book 9 subjects and receive **2 free certificates***
Book 12 subjects and receive **3 free certificates***
Book 14 subjects and receive **4 free certificates***

**T&Cs apply*

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 CIMA.

FREE
for Compete 1st
Class students

Programme	Duration	Level	Fees for non CIMA 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 on Bloomberg	10 weeks	Expert level	£1100
Free practical training placement	10 weeks	Expert level	£900
Free Risk & Financial Management	10 weeks	Advanced Level	£900
Free Islamic Finance	10 weeks	Advanced Level	£900

Our Exclusive CIMA + 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 CIMA 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). In addition, our on campus MBA and MSc programmes guarantee students eligibility for the 2-year Post Study Work Scheme (Tier 1) that allows them to put acquired knowledge into practice.

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 CIMA + 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



CIMA

Syllabus & Exam Regulations

The CIMA Syllabus consists of 15 papers divided into five parts:

- Certificate Level – 5 papers
- Operational Level – 3 papers
- Management Level – 3 papers
- Strategic Level – 3 papers
- Professional Competence Level – 1 paper

Certificate Level

- C01 Fundamentals of Management Accounting
- C02 Fundamentals of Financial Accountings
- C03 Fundamentals of Business Mathematics
- C04 Fundamentals of Business Economics
- C05 Fundamentals of Ethics, Corporate Government & Business Law

Operational Level

- E1 Enterprise Operations
- P1 Performance Operations
- F1 Financial Operations

Management Level

- E2 Enterprise Management
- P2 Performance Management
- F2 Financial Management

Strategic Level

- E3 Enterprise Strategy
- P3 Performance Strategy
- F3 Financial Strategy

Professional Competence Level

- T4 Test of Professional Competence in Management Accounting (TOPCIMA)

Part A – Initial Professional Development – Work Based Practical Experience.

Part B – Case Study Examination based on pre-seen and unseen material.

Exam Regulations

- + At Certificate Level there are no restrictions on the order in which papers are taken
- + All papers at Certificate Level are Computer Based Assessment (CBA)
- + The previous Managerial level is now split into two levels – Operational and Management
- + You may choose any combination of papers to suit your own study requirements. However, students are advised to sit and pass the Operational Level before sitting the Management Level and are recommended not to sit more than three exams at any single examination sitting for the best possibility of success
- + All Operational and Management Level papers must be completed before attempting the Strategic Level papers
- + The 3 papers in Strategic Level must be sat together in the first attempt
- + All the Operational, Management and Strategic levels must be completed and passed before attempting TOPCIMA

Computer Based Assessment

Both our campuses are official CIMA Computer-based Exam Centres. CBAs are available for papers C01, C02, C03, C04 and C05 only. Please contact us for details of CBA dates.

Pass First Time Guarantee™

Your commitment to a LSBF course should ensure that you pass your exams. However, to support you further, we give up to 72 hours class time per subject with our expert tutors in a conducive learning environment. We are committed to providing our students with the most desirable combination of theoretical and practical skills that employers are looking for.

This commitment is achieved by offering outstanding tutors, purposeful workshops, valuable and exclusive online resources and customised support. We are confident that you



will succeed in your exams. However, if you participate fully in the course yet do not pass the exam, we will allow you to attend a retake course free of charge.

Conditions

- + Full attendance is required
- + Attendance of all revision sessions
- + You should pass the mock exam conducted by LSBF
- + You must attempt the real exam



Applying for a Course

Step 1

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

Step 2

Download an application form from the
CIMA section of our website;

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

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
info@lsbf.org.uk

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

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

Step 4

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

Please note that full time international
students must select a minimum of 3 papers
each exam 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 on page 11.

Step 6

Register with CIMA
Visit www.cimaglobal.com

or call the contact centre team on;
+44 (0)208 849 2251

For registration deadline details please see
page 6.

Student Support and Visa Advice

Student Services

When you enrol in 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*

We have significant experience of 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 below:

- + Register with CIMA for student membership and exam entry
- + Complete our enrolment form for the CIMA course. Forms are available from our website at www.lsb.org.uk or www.fbt-global.com
- + Once accepted by us (and your deposit has cleared), you will be provided with a Letter of Acceptance to use in your visa application
- + On receipt of the Enrolment 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 Home Office 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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Centre City, 5-7 Hill Street,
Birmingham, B5 4UA, UK

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

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www.fbt-global.com

Manchester Campus
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Churchgate House, 56 Oxford St,
Manchester, M1 6EU, UK

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

Email: manchester@lsbf.org.uk
www.lsbf.org.uk/manchester

www.lsbf.org.uk
www.fbt-global.com

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