



Credit for Prior Learning and Assessment – Professional Stage Application Pack for students of CCAB Bodies transferring to the ACA

How to apply:

- fill in your personal details below
- attach all the evidence required to support your application, see overleaf
- sign and date the form and return it to the address at the bottom of this page along with your supporting evidence.

The award of credit is entirely at the Institute's discretion.

Please complete in block capitals		
Mr/Mrs/Miss/Ms:	Surname/family name:	First names:
Contact Address:		
Email address:		
Postcode:	Date of birth:	Telephone number:
If you have been offered or are currently in an Institute training contract, complete the details below.		
Student number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Name of your employer:

Please return completed application form to:

Credit for Prior Learning
Institute of Chartered Accountants in England and Wales
Metropolitan House, 321 Avebury Boulevard
Milton Keynes MK9 2FZ

I understand that by signing this form I am confirming that:

- I have passed all modules relevant to my credit application
- I accept responsibility for any further preparation that may be necessary to address knowledge gaps
- I have not previously sat the exam(s) for which I am applying for credit

Signature:

Data Protection Act: The protection of personal privacy is an important concern to the ICAEW and any personal data collected will be treated in accordance with current data protection legislation. The information collected by the ICAEW, may be used for statistics and profiling, communications and research purposes, examination and training administration, billing and risk assessment purposes, and to enable us to keep you up to date with relevant product and service developments. This information may be shared with third parties in pursuit of the above.

Date:

Credit for Prior Learning and Assessment

Payment is not required from students of the ACCA, CIMA, CIPFA, ICAS and ICAI (Ireland). Members of CCAB bodies who wish to apply for credit may use this form but will need to enclose the appropriate fee with their application.

How to apply

To apply for credits for Professional Stage papers please tick the papers listed below and return pages 1 and 2 of the application form to the address shown on the front page. You cannot apply for credit if you have already attempted the Professional Stage examination for which credit is being sought and you cannot apply for credit for the Advanced Stage.

Details of the CCAB examinations you will need to have passed in order to apply for credit are on page 3.

Please tick all papers for which credit is sought.

Accounting	<input type="checkbox"/>	Management Information	<input type="checkbox"/>	Financial Accounting	<input type="checkbox"/>
Assurance	<input type="checkbox"/>	Principles of Taxation	<input type="checkbox"/>	Financial Management	<input type="checkbox"/>
Business and Finance	<input type="checkbox"/>	Audit and Assurance	<input type="checkbox"/>	Financial Reporting	<input type="checkbox"/>
Law	<input type="checkbox"/>	Business Strategy	<input type="checkbox"/>	Taxation	<input type="checkbox"/>

Supporting documents required:

Evidence of exam passes

You should allow up to 28 days for your application to be processed. At peak times applications may take longer to process. To allow sufficient time for your application to be assessed, applications must be received at least 4 weeks before the closing date of the examination session when you intend to sit the paper.

Credit for Prior Learning and Assessment – Professional Stage Application Pack

Credit for UK professional accountancy qualifications- ACCA, CIMA, CIPFA, ICAS and ICAI

The award of credit is normally dependent upon completion of specific papers within the examination structure of the qualifications listed below. Full details of the basis on which credit is awarded to holders of professional qualifications are on the Institute's website: www.icaew.com/careers and you are strongly advised to look at the credit directory before applying for credit. Completion of an exam level of a CCAB qualification does not always mean specific credits will be available. You are also advised to submit an application for credit before arranging any tuition courses.

ICAEW Professional Stage Paper	ACCA	CIMA	CIPFA	ICAI (Ireland)	ICAS
Accounting	✓	✓	✓	✓	✓
Assurance	✓		✓	✓	✓
Business and Finance	✓	✓	✓	✓	✓
Law	✓	✓			✓
Management Information	✓	✓	✓	✓	✓
Principles of Taxation	✓		✓	✓	✓
Audit and Assurance	✓		✓	✓	✓
Business Strategy	✓	✓	✓	✓	✓
Financial Accounting	✓	✓		✓	✓
Financial Management	✓	✓		✓	✓
Financial Reporting	✓	✓		✓	✓
Taxation	✓			✓	✓

If you have any questions about applying for credit for prior learning and assessment, please visit our website: www.icaew.com/careers, email: cpl@icaew.com or telephone: **+44 (0)1908 248040**