

Your Route to Becoming ACCA Qualified

Frequently Asked Questions

How do I become ACCA qualified?

To qualify you must complete the 3 elements required by ACCA – Exams, Ethics and Experience.

Exams

Students are required to complete 2 levels, Fundamentals and Professional. These comprise 16 papers, 14 of which you are required to pass (unless you receive exemptions from any papers).

1. Fundamentals Level – Knowledge Module Fundamentals Level – Skills Module

2. Professional Level – Essentials and Options Module

Ethics

Students are required to complete an online ethics module. It is compulsory for students who joined ACCA from 1st January 2007 onwards and recommended for all other students. ACCA will advise all students how to complete this module, which should normally be done when studying paper P1 Governance, Risk and Ethics in the Essentials Module.

Experience

You must have 3 years relevant practical experience, which can be obtained before, during or after your exams. This is known as the Practical Experience Requirement (PER). You will be asked to provide ACCA with an online annual return to show the experience you have achieved during the preceding year. If you have completed your Exams and Ethics module, but not your Experience requirements, you are known as an ACCA Affiliate. Once you have completed all three elements, you can apply to ACCA for full membership and have 'ACCA' after your name.

Can I start the ACCA qualification?

The ACCA qualification is open to everyone, although your starting point may be different depending on your previous school leaving and/or third level undergraduate qualifications.

Minimum Entry Requirements: Irish Leaving Certificate in at least five separate subjects (including Mathematics & English) with at least 3 subjects at Higher Level (Grade C or above).

Students who do not meet the minimum entry requirements can join the Foundations in Accountancy (FIA) suite of awards and progress to ACCA.

How can I find out if I have any exemptions?

If you have completed an accounting technician qualification you may be eligible for exemptions from the Knowledge module. If you have a degree in Accountancy, Finance or Business, you may be eligible for exemptions from the Knowledge module and some of the papers in the Skills module. Detailed information on exemptions is available on the ACCA website www.accaglobal.com

How and when do I register as an ACCA student?

You must register as an ACCA student if you wish to sit your exams and become ACCA qualified. Students can now choose to submit an initial application at any time. However your application must be received in plenty of time for ACCA to process it in respect of your chosen exam entry period. The ACCA guideline is that initial applications should be received at least 20 days in advance of the published exam entry period closing dates.

Professional Level (5 papers)	
Options Module (2 papers only)	
P7	Advanced Audit and Assurance (AAA)
P6	Advanced Taxation (ATX)
P5	Advanced Performance Management (APM)
P4	Advanced Financial Management (AFM)
Essential Module (All 3 papers)	
P3	Business Analysis (BA)
P2	Corporate Reporting (CR)
P1	Governance, Risk & Ethics
Fundamentals Level (9 papers)	
Skills Module	
F9	Financial Management (FM)
F8	Audit and Assurance (AA)
F7	Financial Reporting (FR)
F6	Taxation (TX)
F5	Performance Management (PM)
F4	Corporate and Business Law (CL)
Knowledge Module	
F3	Financial Accounting (FA)
F2	Management Accounting (MA)
F1	Accountant in Business (AB)

