



LONDON ACCA FULL TIME ENROLMENT FORM

STUDENT DETAILS

Gender: Male Female

Salutation: Mr Mrs Ms Miss

Surname _____

Forename(s) _____

Address _____

City _____ Postcode _____

Country _____ Nationality _____

Place of Birth _____

Country of Birth _____

Home tel no. _____ Work/Mobile no. _____

Email address (Please complete in block capitals) _____

Date of Birth / / Passport no. _____

ACCA ID Number* _____

Kaplan Financial student no. _____

* You may register with ACCA after joining Kaplan Financial. The deadlines are 31 Dec (Jun exam) and 15 Aug (Dec exam). **NOTE:** It is your responsibility to complete the ACCA registration formalities and enter the ACCA examinations.

How did you find out about Kaplan Financial?

Existing student Agent Recommendation

Advertising Mailshot Other

STUDENT LETTERS

Confirmation of Enrolment letters to be sent:

By post Will collect International Courier
(International courier: a non refundable charge of £40 or applicable country rate)

Once letters have been issued confirming full time status, no refunds or course deferrals are permitted other than in certain limited circumstances. Please visit www.kaplanfinancial.co.uk for terms and conditions.

Postal Address (If different from previous) _____

Country _____ Postcode _____

NEXT OF KIN CONTACT DETAILS

Name _____

Relationship to student _____

Address _____

Tel No: _____

STUDENT APPLICATION CHECKLIST

As a Tier 4 Sponsor Kaplan Financial is required by the UKBA to keep our student records up-to-date. You **MUST** supply us with the following information upon enrolment, and inform us of any changes whilst you are studying with us.

- Copy of passport
- Copy of visa issued
- Copy of UK biometric card (if issued one)
- Postal address
- Email address
- Phone details
- Documents confirming that you are eligible for the course (academic & English language)
- All previous ACCA exam transcripts (if applicable)
- Next of kin contact details

KAPLAN FINANCIAL LTD IS A REGISTERED SPONSOR WITH UKBA (UK BORDER AGENCY)

All Kaplan Professional and Kaplan Financial full time courses are eligible for a student visa. If you require a Confirmation of Acceptance for Studies (CAS), please provide the following:

- A copy of your passport
- Proof of membership with the awarding body (ACCA), and/or recent education certificates
- Completed enrolment form and fees
- Proof of ability to follow the course in English

DATA PROTECTION ACT
Your sponsor will be informed of your test results, progress and attendance unless your sponsor chooses not to receive this information.

MARKETING POLICY
Kaplan Financial, Kaplan Publishing Limited or our other group companies may contact you via phone, mail or email to keep you informed about further professional training or other services and products of interest. If you do not wish us to send any such information, please tick here.
BUT, if having ticked, you still wish to receive details of courses and services specifically relating to your qualification, please tick here.

PRIVACY POLICY
You acknowledge by enrolling that you have read, understood and accept the terms and conditions and privacy policy detailed on www.kaplanfinancial.co.uk
Registered office: Kaplan Financial Limited, 7th floor, 100 Cannon Street, London EC4N 6EU • Registered in England no. 1028790

FOR OFFICE USE ONLY:

ACCA/F11

| Date / Initial | Cash | CC | Cheque | Receipt No. |
|----------------|------|----|--------|-------------|
| | | | | |



LONDON ACCA FULL TIME ENROLMENT FORM

| EXAM DATE | June 2011 | | | December 2011 | |
|------------|------------|--|---------------|---------------|--|
| | Long Term | Short Term | Resit Course* | Long Term | Short Term |
| START DATE | 4 Jan 2011 | F1 - F6: 14 Feb 2011 F7 - P7: 21 Feb 2011 | 21 Feb 2011 | 4 Jul 2011 | F1 - F6: 15 Aug 2011 F7 - P7: 22 Aug 2011 |

Subjects (tick as appropriate)

FUNDAMENTALS - KNOWLEDGE

| | | | | | |
|---------------------------|-------------------------------|-------------------------------|------------------------------|-------------------------------|-------------------------------|
| F1 Accountant in Business | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> N/A | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F2 Management Accounting | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> N/A | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F3 Financial Accounting | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> N/A | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |

FUNDAMENTALS - SKILLS

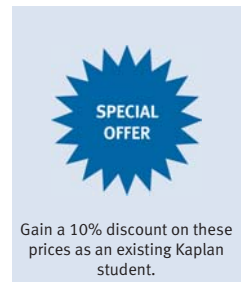
| | | | | | |
|-----------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| F4 Corporate & Business Law | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> £395 | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F5 Performance Management | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> £395 | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F6 Taxation | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> £395 | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F7 Financial Reporting | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> £395 | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F8 Audit and Assurance | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> £395 | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |
| F9 Financial Management | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 | <input type="checkbox"/> £395 | <input type="checkbox"/> £495 | <input type="checkbox"/> £495 |

PROFESSIONAL - ESSENTIALS

| | | | | | |
|----------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| P1 Professional Accountant | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |
| P2 Corporate Reporting | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |
| P3 Business Analysis | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |

PROFESSIONAL - OPTIONS

| | | | | | |
|------------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| P4 Advanced Financial Management | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |
| P5 Advanced Performance Management | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |
| P6 Advanced Taxation | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |
| P7 Advanced Audit and Assurance | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 | <input type="checkbox"/> £415 | <input type="checkbox"/> £525 | <input type="checkbox"/> £525 |



OTHER FEES Oxford Brookes Degree £550

All materials are supplied by Kaplan Publishing Limited, and are included in our prices. Kaplan Financial acts as agent in collecting such amounts. The materials will be made available to you on the first day of your course. En-gage tuition materials include: Complete Textbook, Essential text and a Final assessment at a cost of £135. Additionally you will receive FREE online access to: Complete Textbook, Interim Assessment, Fixed Tests and Performance Monitoring, via www.en-gage.co.uk. Revision materials include: Exam kit, Pocket Notes, Mock Examination at a cost of £52. All amounts quoted are inclusive of VAT where applicable.

- Enrolment on a course will only be confirmed and visa support letters issued upon receipt of the correct deposit
- Once letters have been issued confirming full time status, no refunds are permissible other than in the instance of visa refusal
- Any balance is payable in full at least 2 weeks prior to the first course commencement date
- Requests for deferral for what ever reason must be received in writing at least 2 weeks prior to course commencement date. Subject to approval, a minimum admin fee of £100 will be incurred to defer to the next term subject to a maximum of 3 consecutive deferrals after which all deposits will be lost
- The minimum deposit for a Programme Package is 50% of the total. The deposit is non-transferable and only refundable in accordance with our standard terms and conditions.
- Students are required to enrol for 3 subjects per term. Please specify subjects and terms above
- No other discount can be used in conjunction with a programme package
- Students requiring a Confirmation of Acceptance for Studies (CAS) to support their visa application will be charged an administrative fee of £25. This fee is included in the Programme Package price.
- Standard terms and conditions apply, please see www.kaplanfinancial.co.uk

* To qualify for the resit course you must attempt the real exam at the previous sitting and achieve a minimum mark of 40%

PROGRAMME PACKAGES (Tick as appropriate)

| | TOTAL | DEPOSIT |
|-------------|---------------------------------|---------------------------------|
| 14 subjects | <input type="checkbox"/> £6,000 | <input type="checkbox"/> £3,000 |
| 12 subjects | <input type="checkbox"/> £5,300 | <input type="checkbox"/> £2,650 |
| 9 subjects | <input type="checkbox"/> £4,150 | <input type="checkbox"/> £2,075 |
| 6 subjects | <input type="checkbox"/> £2,750 | <input type="checkbox"/> £1,375 |

PAYMENT INSTRUCTIONS

- I enclose a cheque for £ _____ made payable to Kaplan Financial Limited.
 Please charge my credit/debit card in respect of the full amount marked above. NOTE: Diners Club is not accepted.



Start Date Expiry Date Issue No. Security No.

Name of cardholder _____ Telephone no. of cardholder _____

Signature of cardholder _____

I confirm that I have read, understood and accept the terms and conditions and privacy policy detailed on www.kaplanfinancial.co.uk

Signature _____ Date _____