

# Tuition Provider Directory

## New subscriber application



### SUBSCRIBING TO THE ACCA TUITION PROVIDER DIRECTORY

To have your institution's details displayed on the ACCA's Tuition Provider Directory at [www.accaglobal.com](http://www.accaglobal.com), you must:

- i complete the basic details about your institution and the tuition offered on this form
- ii agree to the terms and conditions stated in the Declaration section
- iii submit the completed form together with your payment to the Approved Learning Partners team at 2 Central Quay, 89 Hydepark Street, Glasgow G3 8BW, United Kingdom.

### PART 1

#### INSTITUTION DETAILS

Institution name ▶

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Address ▶

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Town/City ▶

County/State ▶

Country ▶

Postcode ▶

Website address (if applicable) ▶

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Date of establishment of the institution ▶

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Name of holding company or group, where appropriate ▶

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#### CONTACT DETAILS

Please provide details for one member of staff who will be ACCA's dedicated contact within your institution for all communications regarding this application for the renewal of your listing.

You should also provide details of any staff members who will be the dedicated contact for prospective students to your institution. These contact details will be displayed on ACCA's tuition provider directory at [www.accaglobal.com](http://www.accaglobal.com). Please provide details of additional staff members on a separate piece of paper if necessary.

#### ACCA main contact

Name ▶

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Position ▶

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Telephone number (including full country code and area codes) ▶

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Fax number (including full country code and area codes) ▶

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Email address (mandatory) ▶

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#### Contact for student enquiries (if different from above)

Name ▶

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Position ▶

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Telephone number (including full country code and area codes) ▶

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Fax number (including full country code and area codes) ▶

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Email address (mandatory) ▶

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## FACILITIES AND COURSES OFFERED

### Facilities (not applicable to distance learning)

What facilities does your institution offer for students?

Car parking  Library  Disabled access  Canteen facilities  Computer availability

### Courses – ACCA Qualification

Does your institution currently offer tuition for the ACCA Qualification?

Yes  No

If Yes, in what year did you start offering this tuition? ►

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Please indicate what parts of the ACCA Qualification tuition is offered for, and the study methods available. Please tick all that apply.

		Full-time	Part-time	Revision	Distance Learning	E-Learning
Fundamentals	Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional	Essentials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Options: P4 (AFM)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	P5 (APM)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	P6 (ATX)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	P7 (AAA)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Do you offer mentoring for the Oxford Brookes Research and Analysis Project?

Yes  No

Please indicate the streams and variants for which you offer tuition. Please tick all that apply.

#### Adapted papers

GBR (F3 F6 P2 P7)  IRL (F3 F6 P2 P7)  INT (F3 F6 P2 P7)  HKG (F3 F6 P2 P7)  
 MYS (F3 F6 P2 P7)  SGP (F3 F6 P1 P2 P4 P7)

#### Variants (tax and law papers)

BWA (F4 F6)  CHN (F4 F6 P6)  CYP (F4 F6 P6)  CZE (F6)  
 ENG (F4)  GBR (F6 P6)  GLO (F4)  HKG (F4 F6 P6)  
 HUN (F6)  IND (F6)  IRL (F4 F6 P6)  LSO (F4 F6)  
 MLA (F4 F6 P6)  MWI (F6)  MYS (F4 F6 P6)  PKN (F4 F6)  
 POL (F6)  ROM (F6)  RUS (F4 F6)  SCT (F4)  
 SGP (F4 F6 P6)  VNM (F4 F6)  ZAF (F4 F6 P6)  ZWE (F4 F6 P6)

### Courses – Certified Accounting Technician

Does your institution currently offer tuition for ACCA's Foundations in Accountancy suite of qualifications?

Yes  No

If Yes, in what year did you start offering this tuition? ►

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Please indicate which papers of the Foundations in Accountancy suite of qualifications you provide tuition for and the study methods available. Please tick all that apply.

	Full-time	Part-time	Revision	Distance Learning	E-learning
Introductory Certificate in Financial and Management Accounting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intermediate Certificate in Financial and Management Accounting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Diploma in Accounting and Business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foundations in Accountancy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Specialist papers: FAU	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FTX	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FFM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Tax variants

In a number of countries, ACCA students have the opportunity to take an examination based on national tax – referred to as a variant paper – which is relevant to Foundations in Taxation (FTX). Unless otherwise stated it will be assumed that all tuition provided for this paper is based on the UK variant.

If you provide tuition specific to any of the national variants, please indicate this below. Please tick all that apply.

United Kingdom (UK)  Ireland (IRL)  Lesotho (LSO)  Malaysia (MYS)  Singapore (SGP)

### Adapted papers

ACCA's FIA syllabus offers students the opportunity to take auditing paper Foundations in Auditing (FAU) – based on International, Singapore or UK regulations. Unless otherwise stated it will be assumed that all tuition provided for this paper is based on the International standards.

Please indicate below which of these standards the content you provide is based on. Please tick all that apply.

United Kingdom (UK)  International (INT)  Singapore (SGP)

### Courses – Post-professional qualifications

Does your institution currently offer tuition for ACCA's Diploma in Financial Management (DipFM)?  Yes  No

If Yes, in what year did you start offering this tuition? ►

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Does your institution currently offer tuition for ACCA's Diploma in International Financial Reporting (DipIFR)?  Yes  No

If Yes, in what year did you start offering this tuition? ►

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Please indicate the study methods available for ACCA's post-professional qualifications. Please tick all that apply.

	Full-time	Part-time	Revision	Distance Learning	E-learning
DipFM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DipIFR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Teaching sessions

Please indicate which sessions your institution teaches towards

June  Yes  No

If Yes, please indicate approximate course start date

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December  Yes  No

If Yes, please indicate approximate start date

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## PART 2 – PAYMENT

The fee of **£50** is payable with this application. This fee will retain your entry on ACCA's Tuition Provider Directory for your institution for the remainder of the current year. Please note that the renewal cycle for tuition provide listings runs from April to March of the following year, and you will be invoiced for the next period's listing in January each year.

### Your method of payment

Crossed GBP cheque or bank draft drawn on a UK bank / Crossed GBP British postal order

Credit/debit card (see below)

Please make all cheques, bank drafts and postal orders payable to 'ACCA'. If paying by credit/debit card, please only mark one box below (we cannot accept any other cards) and complete the card details:

Visa  MasterCard  Switch/Maestro  American Express

Card no.

Expiry date     Start date     Switch issue no (if applicable)   Card security no (CVV code)

Cardholder name (as shown on card) ►

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## PART 3 – DECLARATION

This declaration must be signed and included with your application.

We declare that the information provided in this application is to the best of our knowledge correct, and we wish these details to be displayed on ACCA's Tuition Provider Directory at **www.accaglobal.com**. We understand that it is our responsibility to ensure that these details are correct, and that ACCA is kept informed of any changes to the information and contact details supplied previously and in this application.

We understand that inclusion as a subscriber to ACCA's Tuition Provider Directory does not constitute formal approval of our institution by ACCA, and that we may not claim any affiliation with ACCA. We understand that we may not use ACCA's corporate logo under any circumstances. We will abide by the terms of ACCA's advertising regulations in the production of all promotional and advertising materials for our institution.

We understand that any instance of fraudulent behaviour, or behaviour which may damage the reputation of ACCA, will be grounds for the immediate removal of our institution's details from the Tuition Provider Directory. No refund of fees paid will be available in such circumstances.

We accept that ACCA reserves the right to request additional information relating to matters included in this application, both prior to inclusion in the list and during the period of the listing, and that ACCA's Approved Learning Partners team is solely responsible for all decisions regarding the inclusion and removal of listings.

Signed ►

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Name ►

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Position ►

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On behalf of (institution name) ►

Date ►

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Please submit your application and supporting documents to:

ACCA 2 Central Quay 89 Hydepark Street Glasgow G3 8BW United Kingdom  
tel: +44 (0)141 582 2000 fax: +44 (0)141 582 2222 [www.accaglobal.com](http://www.accaglobal.com)

The Association of Chartered Certified Accountants