

ICAEW professional stage – March & June 2012
Application level
Delivering results



REED
BUSINESS
SCHOOL



ICAEW professional stage Application level retake courses, residential & non-residential

All profits are covenanted up to a registered charity.
Reed Business School is a trading subsidiary of Reed Educational Trust
Limited which is a registered charity. Registered Number 328347.

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Welcome to Reed Business School

Reed Business School has been running successful Chartered courses for 40 years. Our dedicated tutor team, coupled with small class sizes and a unique study environment provide the crucial recipe to students passing their professional examinations.

The Professional Application courses are designed with strong emphasis on question practice and examination technique and include a mock exam. Our tutors have a wealth of experience and are readily available outside of the class to give any further assistance required. If you would like to discuss your pre-course preparation with one of our tutors, please contact us.

Tutors

Peter Woolley, ACA

Peter qualified with Coopers & Lybrand (now PwC) and moved to BPP in 1992. He teaches management subjects to a high level across all the accountancy qualifications and has a passion for delivering dynamic high class tuition. Shortly after joining BPP he was made Managing Director of a centre before moving on to become Operations Director. Pete joined Reed in 2011 to return to what he enjoys most which is professional exam training. Peter will be teaching Financial Management.

Lynne Woolley, ACCA

Lynne qualified in 1999 with West Chartered Accountants in Solihull before moving to Moore Stephens in Jersey. Lynne joined BPP Jersey in 2003 as senior tutor managing the BPP's ACCA Programme and tutoring on a range of Tax and FR subjects. Lynne joined Reed in 2007 and will be teaching FA & Tax.

Jenny Winstanley, ACA

Jenny is totally committed to her subject and her students. Jenny empathises with students and helps them realise what they need to improve upon to achieve a pass. Jenny will be teaching AA and FR papers.

Matt Holden, ACA

Matt is a Reed Business School 'Graduate', having trained with us before qualifying in 1999. He has an enthusiastic approach and combines this with an ability to make highly theoretical concepts relevant and accessible. Matt will be teaching Business Strategy.

March 2012

For the March 2012 sitting, we will be running 2 day intensive question based day format courses for Tax and FR dedicated to retake students. The questions will be introduced, marked and de-briefed by the tutor.

For FA, we will be running a 5 day course re-visiting the main areas of the syllabus with question practice throughout the course with a full mock exam towards the end of the course.

“This was my first experience of Reed and I was very pleased I had chosen it for my resit course. It has given me greater confidence and I received good feedback on my exam technique and knowledge of the subject”

**Jennifer Hale,
Moore and Smalley**



Course dates March 2012	March						
	Th	F	M	T	W	Th	F
	8	9	12	13	14	15	16
FA			■	■	■	E	■
Tax	■	■					
FR			■	■			

Key

- Class all day
- 2 2pm start
- e am mock exam
- E pm mock exam
- * Mock exam available to submit for marking by post

Please remember to submit your March exam entry to ICAEW by Thursday 16 February 2012.

Please check with the ICAEW for details of limited exam centre availability for the March sitting (www.icaew.com)

June 2012

We are running courses for all the Application papers for the June sitting.

Please remember to submit your June exam entry to ICAEW by Thursday 10 May 2012.

Course dates June 2012	May														June				
	T	W	Th	F	M	T	W	Th	F	M	T	W	Th	F	T	W	Th	F	
	15	16	17	18	21	22	23	24	25	28	29	30	31	1	5	6	7	8	
FA Top-Up													■	*					
FA										■	■	■	■	*					
AA															■	■	e	■	
Tax	■	■	■	*															
FR					2	■	■	■	E										
BS														2	■	■	E		
FM										■	■	■	■	e					

Course material

Students will need to update their 2011 material to the 2012 version. Please order the ICAEW material directly from ICAEW and bring your revision question banks to the revision course. 2012 open books can be purchased from Reed Business School. Please refer to the enrolment form if you wish to order open books.

Course fees

Discounted rates for retake students)

	March 2012			June 2012						
	FA (£)	Tax (£)	FR (£)	FA Top Up (£)	FA (£)	AA (£)	Tax (£)	FR (£)	BS (£)	FM (£)
Tuition fees	338	160	160	165	365	236	300	300	236	300
Residential fees	150	60	60	60	150	120	120	120	90	150
Single room supplement	80	32	32	32	80	64	64	64	48	80

Prices are subject to VAT. Single rooms are allocated on first come, first served basis. The residential fee includes accommodation from the night previous to the start date of each course up to the night before the last day for courses commencing am. Those commencing pm do not include accommodation the previous night.

All meals are included on a teaching day within the residential fee from breakfast on day 1 to lunch on last day. For students who wish to stay over at weekends there is an additional charge. Please note there will not always be meals available on weekends.

Professional Stage Application Level Enrolment

ICAEW professional retake 2012

Surname

First name

Male Female Date of birth

Home address

.....

Postcode

Tel

Mobile

Email

Emergency contact details

Course fees to be paid by: Student Employer

Employer's name and address

.....

.....

Postcode

Tel

Fax

Email

I have read and accept the terms of business as outlined overleaf

Student signature

Date

Have you studied at Reed Business School before? Yes

How did you hear of Reed Business School?
(e.g. website, recommendation, previous student)

.....

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Do you have any dietary requirements?

Vegetarian

No fish

Dairy free

Wheat free

Nut allergy

Vegan

Other

Preferred method of receiving course information from Reed

By post to home address

By post to work address

Email to work address

Email to private address

Other

Please give details of other

.....

.....

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Please ask your employer to sign below if paying your course fees

Employer's authorisation for sponsored students

As employers, we are responsible for the payment of fees due on receipt of the invoice, regarding the student mentioned opposite and will endeavour to inform you in writing of any change to this arrangement. We understand that we are fully responsible, in all circumstances, for the payment of fees due, including termination of employment or cancellation of course (unless Reed Business School is notified in writing at least 15 working days, before the relevant course commences)

Employer's signature

Please print

Employer's title

Date

Please indicate if you do not wish to receive course reports

Methods of payment

Please invoice my employer (if signed above)

I enclose a cheque for £
made payable to: Reed Business School

Credit/debit card – please charge my credit/debit card in respect of the courses listed overleaf and any fees outstanding in respect of the ICAEW courses booked

Name on card

Cardholder's signature

Card No.

Valid from Expiry date

Issue No. (If applicable) Security No.

Statement address:

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Enrolment

Fees

Please calculate totals

Subject	March 2012			June 2012			Total (£)
	Tuition (£)	Residential (£)	Single (£)	Tuition (£)	Residential (£)	Single (£)	
FA Top Up				<input type="checkbox"/> 165	<input type="checkbox"/> 60	<input type="checkbox"/> 32	
FA	<input type="checkbox"/> 338	<input type="checkbox"/> 150	<input type="checkbox"/> 80	<input type="checkbox"/> 365	<input type="checkbox"/> 150	<input type="checkbox"/> 80	
AA				<input type="checkbox"/> 236	<input type="checkbox"/> 120	<input type="checkbox"/> 64	
Tax	<input type="checkbox"/> 160	<input type="checkbox"/> 60	<input type="checkbox"/> 32	<input type="checkbox"/> 300	<input type="checkbox"/> 120	<input type="checkbox"/> 64	
FR	<input type="checkbox"/> 160	<input type="checkbox"/> 60	<input type="checkbox"/> 32	<input type="checkbox"/> 300	<input type="checkbox"/> 120	<input type="checkbox"/> 64	
BS				<input type="checkbox"/> 236	<input type="checkbox"/> 90	<input type="checkbox"/> 48	
FM				<input type="checkbox"/> 300	<input type="checkbox"/> 150	<input type="checkbox"/> 80	
Sub Total							
VAT							
Total							
Full payment required with enrolment							

Prices are subject to VAT

Materials

Please calculate totals

Open books	(£)	P&P (£)	Total (£)
International Accounting Standards 2011*	<input type="checkbox"/> 60	<input type="checkbox"/> 7.25	
Auditing Standards 2012	<input type="checkbox"/> 32.93	<input type="checkbox"/> 7.25	
Hardmans Tax Tables 2011/2012	<input type="checkbox"/> 19.16	<input type="checkbox"/> 2.30	
Full payment required with enrolment			

*Please note 2011 version remains valid for 2012 and students who have previously sat in 2011 will not require an update.

Terms & conditions

Payment

For self funding students, full payment must be received at time of booking. For employer funded bookings the course fee must be paid, in full, no later than 15 working days prior to the start of the course. RBS reserves the right to re-allocate the course place to another student if fees are not paid in time. If an employer does not sign the form the student will be liable for any outstanding course fees.

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Cancelling Courses

All cancellations to bookings must be made in writing 15 working days prior to the start of the course. If a booking is cancelled within the 15 days or if the student fails to attend the course, the full course fee must be paid immediately.

Amendment to Booking

An administrative charge of £10 + VAT will be paid for each amendment requested to an existing booking. Refunds on credit card payments will be charged at the greater of 1.5% or £10 to cover transaction fees.

Postage of Study Materials

A fee will be charged to cover postage and packing for open book orders.

**Reed Business School,
The Manor, Little Compton,
Nr Moreton-in-Marsh
Gloucestershire GL56 ORZ**



How to find us Reed Business School is situated in Little Compton, a picturesque & quiet village in the heart of the Cotswolds

By rail

There is a main line station at Moreton-in-Marsh offering frequent intercity services to Oxford, Reading, London Paddington and Worcester/Hereford. The Business School is a 4 mile taxi journey away from the station.

By road

The distances by road are... Oxford 25 miles A44
Birmingham 45 miles M40 (J15), A429, A44
London 80 miles M40 (J8), A40, A44
Swindon 35 miles A361, A44.