

AIM ACADEMY ACCA F1 F2 F3 Computer Based Exams

AIM Students ONLY Application Form- March 2019



Computer Based Exams bookings are accepted on a first-come first-served basis.

Name & Surname	
I.D. Number	
ACCA Registration Number	
Date of Birth	
Mobile Number	
Email Address	

Module	Computer Based Exam Dates	Time / Session	Fee	Tick session
Accountant in Business (F1)	Tuesday 5 th March 2019	10.00 a.m. - Noon	€100	
Accountant in Business (F1)	Tuesday 5 th March 2019	12.30 p.m. – 2.30 p.m.	€100	
Accountant in Business (F1)	Tuesday 5 th March 2019	03.00 p.m. – 05.00 p.m.	€100	
Management Accounting (F2)	Wednesday 6 th March 2019	10.00 a.m. - Noon	€100	
Management Accounting (F2)	Wednesday 6 th March 2019	12.30 p.m. – 2.30 p.m.	€100	
Financial Accounting (F3)	Thursday 7 th March 2019	10.00 a.m. - Noon	€100	
Financial Accounting (F3)	Thursday 7 th March 2019	12.30 p.m. – 2.30 p.m.	€100	
Financial Accounting (F3)	Friday 8 th March 2019	10.00 a.m. - Noon	€100	
Financial Accounting (F3)	Friday 8 th March 2019	12.30 p.m. – 2.30 p.m.	€100	

Payment

Cash Credit Card Internet Banking Cheque (payable to AIM Professional Academy Ltd.)

Bank Details:

Account name: AIM Professional Academy Ltd
 Account No.: 40017289515
 Bank Name: Bank of Valletta PLC
 BIC: VALLMTMT
 IBAN: MT63VALL22013000000040017289515

Student Signature: _____ Date: _____

I consent the disclose of my details to AIM Professional Academy made by ACCA	<input type="checkbox"/>
I have read and accepted the Terms & Conditions	<input type="checkbox"/>

TERMS AND CONDITIONS FOR COMPUTER BASED EXAMS MARCH 2019

1. AIM Academy is only responsible for **Accountant in Business (F1), Management Accounting (F2)** and **Financial Accounting (F3)** computer based exams. Otherwise, exams must be booked for through MyACCA.
2. The student is solely responsible to register with [ACCA](#) and the [Malta Institute of Accountants](#) and settle any outstanding fees prior the exam. Students who book for the exam and fail to do so, will not be refunded.
3. ACCA can be reached on students@accaglobal.com and the Malta Institute of Accountants can be reached on js@miamalta.org
4. Exam applications for CBEs must be submitted by not later than 7 days prior the selected exam date/s. No application forms will be accepted after the closing date.
5. Bookings by telephone or e-mail are not accepted. Students must fill in and sign the application form. Bookings are confirmed upon receipt of full payment.
6. In the case of payment by bank transfer, students must send the application form via e-mail to info@aimacademy.com.mt together with a proof of payment of the transaction.
7. In the case of payment by cheque, cheques must be made payable to AIM Professional Academy Ltd.. The I.D. card number and mobile number must be written at the back of the cheque. Students may either post the application form together with the cheque to AIM Professional Academy Ltd., Suite 4, Level 1, Tower Business Centre, Tower Street, Swatar, BKR 4013 or hand it over to the school coordinator at Lower Ground between Monday to Friday from 5.00pm to 7.30 p.m.
8. Payment can be done by cash, cheque or card by visiting our offices between Monday to Friday from 8.30 a.m to 4.30 p.m.
9. **The exam fee of €100 applies to AIM students and non-AIM students.**
10. **Exam cancellations or postponements are accepted up to 7 days' notice prior the selected exam date/s against an administration fee of €30. Students who fail to cancel or postpone the exam later, will not be refunded.** Students who do not attend the examinations due to sickness or any other reason will not be refunded.
11. AIM allows a maximum of 8 bookings per exam session. Bookings are on a first come first serve basis, and is subject to confirmation from the AIM Administration Centre.
12. Should the number of students per session be insufficient, AIM reserves the right to cancel that session and students will be informed accordingly.

Students are expected to be at the examination venue half an hour prior to commencement of exam. Students must bring their I.D. card and ACCA registration number on the day of the exam.

The student's identity is checked by the invigilator, further validity and eligibility checks are carried out, and then the invigilator instructions will be read out prior the start of the exam. The instructions will not be repeated to those who arrive late.