

## Certified Accounting Technician (CAT)

### Group size and training schedule

For the Accounting Technician course, the choice is made to work with a group of 25 students.

We provide blended learning and this involves:

- Part of the course is online, with the student being able to manage the place and time they learn.
- Another part of the course is instructor-led, conducted through webinars and face-to-face learning where needed.

The face-to-face moments are conducted max 3 times per week. One lecture lasts maximally 150 minutes is conducted whereby practical exercises and questions are answered.

### Subscription procedure

The subscription starts with the full completion of the subscription form. This form must be submitted to the training administration office. Upon subscription, the following documents must be submitted:

- Color copy of ID or passport
- Certificate from CBB (uittreksel van CBB)
- One (1) passport photo
- Color copy of diploma and list of marks VOS (Dutch and English version)
- Guarantee letter<sup>1</sup>

### Self-check online module

ACCA has designed a self-check online module for the subjects Mathematics and English to provide feedback to the students on their entry levels in English and Mathematics. The self-check modules are free and non-compulsory. Please see the website: <http://studentvirtualearn.accaglobal.com>

### Concentric three-level structure

The training for Certified Accounting Technician distinguishes three levels: an introductory, intermediate and advanced level. All subjects of the first two levels are compulsory. The third level has three compulsory subjects and two choice subjects. To obtain the diploma and CAT title, it is required to successfully pass 9 subjects, as well as the ethical exam (FIP) and the practical component (FPER).

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<sup>1</sup> If your employer pays for the costs of this training, please also enclose an approval statement from your employer.

## Curriculum subjects

The curriculum consists of 9 subjects. Below is the sequence that is followed for conducting the subjects:

### Introductory level

FA1 Recording Financial Transactions  
MA1 Management Information

### Intermediate level

FA2 Maintaining Financial Records  
MA2 Managing Costs and Finances

### Advanced level

FBT Business and Technology  
FMA Management Accounting  
FFA Financial Accounting

### Options (two to be completed)

FTX Foundations in Taxation  
FFM Foundations in Financial Management  
FAU Foundations in Audit

### Exams

ACCA distinguishes between on-demand CBE and session CBE exams.

CBE exams are computer-based and can be administered at all times at an acknowledged institute.

The first seven subjects of the CAT training regard on-demand CBE exams, the other 2 subjects regard session CBE exams. At the end of each semester, there is an exam round which only applies to the on-demand CBE exams.

FFM and FAU exams are home-based session CBEs and are administered twice a year, in the months June and December.

All questions regarding these exams can be addressed to ACCA directly. These are the rules of ACCA regarding exam centers.

In Suriname, SCA is the official on-demand ACCA Computer-Based Exam Center.

### Exam conditions:

1. The maximum registration term for students to pass all exams is seven years.
2. For passing the exams, a score of 50% applies.
3. There are two exam periods per year - in June and December- for the home-based session CBEs.
4. The on-demand CBEs are administered at SCA.
5. Students are not allowed to take part in more than four exams per exam period.
6. Students must pass at least 3 exams of the 1<sup>st</sup> school year before they can progress to the 2<sup>nd</sup> school year.

## Costs per school year

The course consists of the following costs:

	1 <sup>st</sup> school year EUR		2 <sup>nd</sup> school year EUR
Subscription fee	260	Subscription fee	260
Tuition fees incl. 1 <sup>st</sup> exam attempt	1,740	Tuition fees incl. 1st exam attempt	1,740
<b>Total 1<sup>st</sup> school year</b>	<b>2,000</b>	<b>Total 2<sup>nd</sup> school year</b>	<b>2,000</b>

### 1<sup>st</sup> school year

#### Introductory level

##### Lectures: January - April / Exam in May

FA1 Recording Financial Transactions  
MA1 Management Information

#### Intermediate level

##### Lectures: June - October / Exam in November

FA2 Maintaining Financial Records  
MA2 Managing Costs and Finances

#### Cost for RE-exam

##### Introductory level

FA1 Recording Financial Transactions	80
MA1 Management Information	80
FA2 Maintaining Financial Records	80
MA2 Managing Costs and Finances	80

### 2<sup>nd</sup> school year

#### Advanced level

##### Lectures: January - April / Exam in May - June

FBT Business and Technology  
FMA Management Accounting  
FFA Financial Accounting

#### Options (two to be completed)

##### Lectures: July - October / Exam in December

FTX Foundations in Taxation  
FFM Foundations in Financial Management  
FAU Foundations in Audit

#### Cost for RE-exam

##### Advanced level

FBT Business and Technology	108
FMA Management Accounting	108
FFA Financial Accounting	108

#### Options (two to be completed)

FTX Foundations in Taxation	152
FFM Foundations in Financial Management	152
FAU Foundations in Audit	152

Note: the exam fee and subscription fee from ACCA may increase or decrease depending on:

1. The intermediate exchange rate of the Pound sterling and the Euro or American Dollar
2. Adjustments to these amounts made by ACCA annually.

### **Study financing**

For study financing options, we refer you to the following bank that has successfully granted study financing:

- De Nationale Ontwikkelingsbank Suriname.
- Internal financing is also possible.

### **Practical experience requirement**

It is desirable that students are employed during their study in a position that has common grounds with the training, in view of the simultaneous completion of the theoretical component of the training and the practical component. This implies a practical experience of 12 months. All prior work experience in a financial position also applies as practical experience and can be used for the practical experience requirement.

The Foundation in Practical Experience Requirement (FPER) is a document with assignments to be carried out by the student for assessment by the workplace mentor. These exercises are noted on the FPER form which can be requested by the student via their personal account (myACCA). In addition to the theoretical component, students must also pass the FPER and the Foundation in Professionalism (FIP) exam before they can be considered for the diploma.

### **Costs of study material**

The costs for E-books and Enhanced Classroom (ECR) are included in the fee per school year.

### **More information**

If you still have any queries, please contact us for a personal interview.

For appointments, call 425 766 or 715 6302, from Monday – Friday, 08:00 to 12:00 hr.  
Or send an e-mail to [info@surinamecollegeofaccountancy.com](mailto:info@surinamecollegeofaccountancy.com)

For more general information, visit the websites:

[www.surinamecollegeofaccountancy.com](http://www.surinamecollegeofaccountancy.com)

[www.accaglobal.com](http://www.accaglobal.com)