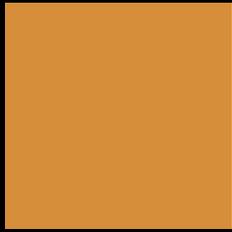


www.accaglobal.com/en/graduatepk.html

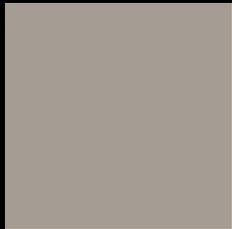
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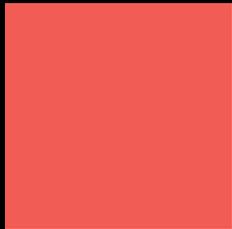
The ACCA guide to your career in accountancy, finance and business



**BECOME A
COMPLETE
FINANCE
PROFESSIONAL**



**WHERE
WILL ACCA
TAKE
YOU?**



**MEET OUR
MEMBERS**

WHY ACCA?

The right choice
for a successful
career



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Why ACCA?

If you're interested in a career in finance and accountancy then working towards the ACCA Qualification is your next step. Even if you have studied accountancy and finance at university you will need to complete a professional qualification to work in this industry. It demonstrates to employers that you have the skills and knowledge they are looking for. There are many benefits to being professionally qualified with ACCA:

- The Higher Education Commission of Pakistan has granted equivalence to the ACCA Qualification to a Masters degree level.
www.accaglobal.com/pakistan/general/HEC/
- The ACCA Qualification is globally recognised because it is based on international accounting standards.
- The breadth of the syllabus means that your qualification is relevant in all companies and sectors.
- ACCA's flexible approach to learning means you can choose from full-time, part-time and distance study options.



ACCA
SUPPORTS
162,000
MEMBERS
428,000
STUDENTS
IN 173
COUNTRIES

Become a complete finance professional

ACCA is the global body for professional accountants. Our qualifications give graduates the essential skills and knowledge they need to become complete accountants.

The ACCA Qualifications will equip you with the fundamentals that all accountants should master including financial accounting, management accounting, law, taxation, audit and risk management and control. But unlike other qualifications we also cover leadership and management, strategy and innovation and sustainable management accounting, paving the way for a future strategic leadership role. That's why employers want to employ ACCA accountants.

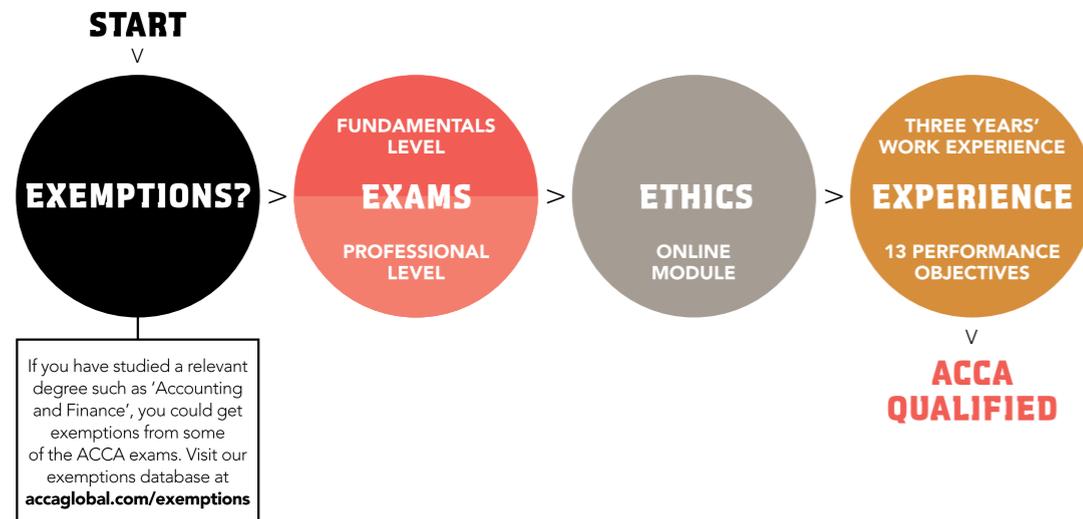
As a graduate you will want to be in control of your career and that's why ACCA is the right choice for you. We offer a range of pathways to qualify so you can choose what sector you want to work in and what area you want to specialise in as your career develops. And our unrivalled global network means that you will have access to a global family of finance professionals that can support you as you develop into a complete finance professional.



The ACCA Qualification

ACCA offers a qualification that gives you choice, flexibility, and global career opportunities. We're the only professional accountancy body to offer option papers, so you choose what you study. With the ACCA letters after your name, you can work in any sector, in any company, anywhere in the world.

Want a qualification to help you stand out from the crowd?
You've come to the right place.



A WORLD-CLASS QUALIFICATION

The professional level of the ACCA Qualification has been set at the same level as a Master's degree. It's made up of four components: exams, exemptions, ethics and experience.

Exams are divided into two levels, Fundamentals and Professional. You can see a breakdown of the papers on the page opposite. Entry to exams is open all year round, and if you've studied a relevant degree, you could get exemptions from the first nine exams.

Ethics and professionalism are at the heart of everything we do and stand for at ACCA, which is why we dedicate an entire module to ethics. It will introduce you to a range of ethical ideas, and not only underpin your studies, but your practical experience too. In the accounting world, it's vital to know what it means to act professionally and ethically, and to be able to justify

the decisions you make. Employers will have more confidence in your abilities if they see that you're able to carry out your duties with trust and integrity.

Nothing beats putting what you're learning into practice. So to qualify as an ACCA member, you will need three years' relevant work experience.

We will assess your professional competence via the 13 performance objectives listed on the page opposite. The 'Essentials' are compulsory, you will need to do all nine listed and choose four of those listed as 'Options'. This experience, alongside your exams and ethical awareness, will prepare you for a challenging and rewarding career as a complete finance professional.

Register online today:
www.accaglobal.com/apply

EXAMS (complete 14 in total)

FUNDAMENTALS LEVEL

(complete all nine before moving to Professional level)

- F1 Accountant in Business
- F2 Management Accounting
- F3 Financial Accounting
- F4 Corporate and Business Law
- F5 Performance Management
- F6 Taxation
- F7 Financial Reporting
- F8 Audit and Assurance
- F9 Financial Management

KNOWLEDGE

F1 F2 F3

SKILLS

F4 F5 F6 F7 F8 F9

PROFESSIONAL LEVEL

(complete all essentials and two options)

- P1 Governance, Risk and Ethics
- P2 Corporate Reporting
- P3 Business Analysis
- P4 Advanced Financial Management
- P5 Advanced Performance Management
- P6 Advanced Taxation
- P7 Advanced Audit and Assurance

ESSENTIALS

P1 P2 P3

OPTIONS

P4 P5 P6 P7

PERFORMANCE OBJECTIVES (complete 13 in total)

ESSENTIALS (complete all nine)

- 1 Demonstrate the application of professional ethics, values and judgement
- 2 Contribute to the effective governance of an organisation
- 3 Raise awareness of non-financial risk
- 4 Manage self
- 5 Communicate effectively
- 6 Use information and communications technology
- 7 Manage ongoing activities in your area of responsibility
- 8 Improve departmental performance
- 9 Manage an assignment

PROFESSIONAL, ETHICS AND GOVERNANCE

1 2 3

PERSONAL EFFECTIVENESS

4 5 6

BUSINESS MANAGEMENT

7 8 9

OPTIONS (four to be completed)

- 10 Prepare financial statements for external purposes
- 11 Interpret financial transactions and financial statements
- 12 Prepare financial information for management
- 13 Contribute to budget planning and production
- 14 Monitor and control budgets
- 15 Evaluate potential business/ investment opportunities and the required finance options
- 16 Manage cash using active cash management and treasury systems
- 17 Prepare for and collect evidence for audit
- 18 Evaluate and report on audit
- 19 Evaluate and compute taxes payable
- 20 Assist with tax planning

FINANCIAL ACCOUNTING AND REPORTING

10 11

PERFORMANCE MEASUREMENT AND MANAGEMENT ACCOUNTING

12 13 14

FINANCE AND FINANCIAL MANAGEMENT

15 16

AUDIT AND ASSURANCE

17 18

TAXATION

19 20

With the ACCA Qualification you can work in any sector anywhere in the world. The ACCA Qualification will give you multi-sector knowledge, which is highly valued by employers. It means you will be able to move jobs both internally and externally in search of promotion, higher salaries and new experiences.

Where will ACCA take you?



CORPORATE SECTOR

Financial and management accountants work in a company to increase effectiveness, to maximise profits for stakeholders, meet government and legislative financial requirements and manage risk.

Work in this sector involves awareness of business strategies, producing financial reports, analysing them and offering advice about the company's current and future financial positions.

This sector covers a vast range of industries, such as building and construction, energy and utilities, retail, manufacturing, IT and communications and the leisure industry.



FINANCIAL SERVICES SECTOR

Virtually every adult has a financial product like a bank account, so the financial services sector is big business.

The industry focuses on saving, protecting and generating income, and covers a range of products.

You could be working in private banking, insurance, pensions or investment. You need a strong academic background, a strong personality and excellent communications skills.



PUBLIC SECTOR

In this sector, work can involve big numbers, large workforces and huge budgets.

The aim is to find the most effective and efficient way of spending public funds. These funds come from people's taxes, so finance professionals need to be accountable and provide value for money.

Public sector accountants formulate and administer budgets, track costs and oversee projects in public sector organisations. The skills needed to succeed are not that different from other sectors.



PUBLIC PRACTICE SECTOR

Many graduates begin their finance careers in the public practice sector. Creating a successful practice of your own or becoming a partner are respectable goals but even if you envisage a different future, public practice will give you a solid foundation in accountancy.

In this sector firms typically provide advice to individuals, businesses and governments. The services they offer include audit, tax, insolvency, forensic accountancy and business support.

The Big Four dominate recruitment in this sector but small and medium sized firms should not be overlooked as they too offer interesting career opportunities.

Meet our members...



MUHAMMAD NAVEED ALAM
Financial Controller
DIN Group

'ACCA is the most renowned and globally accepted qualification which has provided me with prestige, respect, career development and a competitive edge over my peers. It has given me worldwide recognition, job satisfaction and self-confidence. As a Financial Controller there is nothing that discourages me from walking into the office of any director to discuss and put up my business acumen in front of him.'

'ACCA HAS PLAYED A MAJOR ROLE IN LEADING ME TO MY CURRENT PROFESSIONAL ROLE, AND HELPING ME IN FULFILLING THE FINANCIAL AND BUSINESS RESPONSIBILITIES I AM ENTRUSTED WITH'

MUHAMMAD ALI AKRAM
Assistant Manager Financial Operations
Telenor Pakistan (Private) Limited

'Studying towards the ACCA Qualification was a decision I made immediately. Having achieved a degree, I felt that the ACCA Qualification would allow me to challenge my ability in both the corporate world and academically. It would also provide a foundation to build my future.'

'THE ACCA QUALIFICATION IS A FANTASTIC OPPORTUNITY TO SUPPORT YOUR FINANCE CAREER AND WILL BE RECOGNISED FOR THE REST OF YOUR LIFE'



SAYED ATIF ALI KAZMI
Group Financial Controller & Manager ERP
Pak Elektron Limited (PEL)

'My initial exposure in the industry made me inclined to go for an accounting/finance qualification. ACCA was an easy choice as it is a truly global qualification with no geographic boundaries. It gives me immense pride to be associated with the world's best accountancy body and qualification.'

'IT GIVES ME IMMENSE PRIDE TO BE ASSOCIATED WITH A WORLD'S BEST ACCOUNTANCY BODY AND QUALIFICATION'



Exemptions

ACCA offers exemptions to students who have studied relevant accountancy qualifications prior to starting ACCA's accountancy qualifications. Exemptions stop you from having to study the same topics that you have already been taught. This is great if you have recently achieved a qualification, as it's still fresh in your mind.

ACCA offers a number of exemptions in Pakistan and globally as well. Some exemptions offered in Pakistan include:

B.COM (four years)	Four exemptions in ACCA
M.COM	Four exemptions in ACCA
BSC Accounting and Finance	Four exemptions in ACCA
MSC Accounting and Finance	Four exemptions in ACCA

The above exemptions are available under general exemption framework. You may be eligible to claim upto nine exemptions. For details visit: www.accaglobal.com/exemptions

Apply now

The quickest and easiest way to apply to the ACCA Qualification is online. Go to **www.accaglobal.com/apply** and enter your personal details to set up your online *myACCA* account. You will also need the following to complete your application:

- Details of your previous qualifications. This will allow us to determine what exemptions you are eligible for.
- Digital copies of your proof of identity, proof of your qualification and a passport sized photo.
- Ability to pay online using a credit, debit or pre-paid card.

HOW MUCH WILL IT COST?

The cost of your studies will depend on the type of tuition you choose but listed below are the costs you will need to pay to ACCA:

- A one-off registration fee
- An annual subscription fee
- A fee for exam papers you take exemptions from
- An entry fee for exam papers you sit

ACCA CONNECT

We provide a 24 hours a day, 7 days a week, 365 days a year global customer services centre. You can contact ACCA Connect by phone or email, and a dedicated member of the team will be on hand to answer your queries.

students@accaglobal.com
111 22 22 75

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www.facebook.com/ACCA.Pakistan 