

ACCA

NEW AND CONTINUING INTERNATIONAL STUDENTS

JANUARY
2009 INTAKE



- ACCA's Approved Learning Partner – Platinum accreditation
- Tuition Package Discount
- 12,000 students in Singapore and 1 million worldwide
- Dedicated team of 30 experienced and professional financial/accounting lecturers
- Spacious 60,000 sq ft city campus with state-of-the-art facilities
- Centrally located in Orchard district
- ACCA Approved Study Materials – Kaplan Publishing

ABOUT KAPLAN FINANCIAL

Kaplan Financial is a leading provider of professional qualifications and business training in the UK and Asia. Founded in 1958 as the Financial Training Company, Kaplan Financial is one of UK and Asia's longest established financial training companies. Kaplan Financial is a division of Kaplan, Inc., a worldwide education services provider and a subsidiary of The Washington Post Company. Kaplan provides educational and career services for individuals, schools and businesses, catering to more than 1 million students from more than 600 locations around the world.

Kaplan Financial is an approved and registered training centre with the Ministry of Education. From September 2007, the UCRS has been replaced by "Approved Learning Partner – Student Tuition". Kaplan Financial is ACCA's Approved Learning Partner - Student Tuition with Platinum accreditation, awarded to institutions that have achieved the defined standard of facilities, student support and also pass rates that consistently meet or exceed the ACCA global pass rate. In June 2003, we were proud to be a recipient of the Singapore Quality Class (SQC) for Private Education Organisations. Students come to Kaplan Financial because they know they will get the highest level of commitment and personalised service, both in and out of the classrooms.

Choose Kaplan Financial for your learning and maximise your chances of success!

Kaplan City Campus

The newly completed Kaplan City Campus is in the heart of Orchard Road and occupies over 60,000 square feet spread across 3 floors. You will uncover the advantages of our learning facilities with 31 fully equipped classrooms, computer labs, a comprehensive library, student lounge, consultation area, as well as a full-service deli cum café.

Where We Are



Bus Stop 1

7, 14, 16, 65, 85, 106, 111, 123, E502, 65M, SN30, NR1, NR2, NR3, NR5, NR6, NR7, NR8, 555, 625, 634

Bus Stop 2

123, 143, 555, 556, 143M, NR6, NR7, SN30

TRAIN

SOMERSET STATION – NS23

ACCA Student Registration

Students pursuing their ACCA studies must first register as a member with ACCA/ICPAS. ACCA gives exemptions if you have a degree/diploma or other professional qualifications. Alternatively, you can pursue your ACCA qualifications as a mature student. All students must contact ACCA to confirm their exemptions. Registration with ACCA/ICPAS is the responsibility of the individual student.

ACCA Membership Registration Deadline – 28 November 2008

Kaplan Financial offers a free service for submitting membership registration to ICPAS. Students must submit all required documents and remittance to Kaplan Financial by **28 November 2008**. Thereafter, students will have to submit his/her registration directly to ICPAS before **15 December 2008**.

Student Passes

All international students joining Kaplan Financial Course Packages will enjoy "Green Lane" processing of student pass applications. This includes reduced processing time, waiver of security deposit, waiver of interview for PRC students and the student pass will be valid for the full duration of the course.

Student Protection Scheme

Kaplan Financial has in place a Student Protection Scheme (SPS) stipulated by Consumers Association of Singapore (CASE) by way of insurance coverage for international students. It is mandatory for student pass holders to apply for SPS.

Credit System

Students who withdraw from any class in January 2009 intake following the release of the December 2008 exam results will be issued with 50% credit note of the net course fees paid. The qualifying period during which credit note will be issued starts from 16 to 24 February 2009. The credit note will expire on 13 June 2009 and may be used against course fees paid for March 2009 Intake, May 2009 Revision and July 2009 Intake.

ACCA Course Materials

In addition to specially prepared lecture notes, students will receive a Kaplan Publishing Complete Text and Exam Kit except for:

Paper P6: Singapore Tax Workbook by CCH Asia

Tuition Package Discount

New international students who do not have IELTS score of 5.0 and above or its equivalent are required to take an English proficiency test. If your score is below 5.0, you are encouraged to enrol on our 5-month English language programme, Professional Accountancy Language Programme (PALP), before you embark on the ACCA qualification. Please contact our staff for more information.

International students are required to sign up for the ACCA programme by package which includes tuition

and revision classes for 14 papers. Students must enrol minimum 3 papers each for tuition and their respective revision papers per intake.

New Students - Course fees are payable prior to the commencement of a new intake

Continuing Students - Existing Kaplan student pass holders must enrol 2 weeks before classes commence

All new and continuing international students will enjoy the following package discount before **27 December 2008**.

Tuition Courses	Discount
3 papers or more	10%
Revision Courses	Discount
1 paper	5%
2 papers	15%
3 papers or more	20%

Non-tuition Fees

New international students are required to pay the following fees upon registration.

Non-tuition Fees	
Registration Fee	\$300
New Application Processing Fee*	\$300
Local Sponsorship Fee	\$500
Insurance	2% of Course Package

* Not applicable for international students transferred from a local school.

Study Rooms

Kaplan Financial offers free study rooms to its students subject to classroom availability. Please log on to our website at www.kaplan.com.sg to check the availability.

Mock Exam

Each Module consists of a live mock exam at the end of the course. Students are encouraged to attempt the live mock exam prior to the actual ACCA exams. The answer scripts will then be marked and returned to students with constructive comments on content and style within a specified turnaround time. Alternatively, Kaplan students are also able to download the mock exam questions and answers which are available on Kaplan website (student login page).

F8 and P7 Audit Papers

To help students rise to the challenges they face with their audit papers, Kaplan is now doing even more to help our students pass F8 and P7. Valuable online tests, homework assignments, a mock exam and a mock review are incorporated into our course to enhance your understanding and boost your confidence in preparation for your ACCA Exams in June 2009.

JANUARY 2009 INTAKE

	Subjects	No. of Lectures	Tuition Course Fee	Tuition			Revision		
				Lecturers	Full-Time Courses (Day)		Lecturers	No. of Lectures	Tuition Course Fee
FUNDAMENTAL LEVEL	KNOWLEDGE MODULE								
	F1 Accountant in Business	20	\$480	Yuen Yuen Yuen Yuen	Wed Fri	C1-AM C2-AM	Yuen Yuen	5	\$185
	F2 Management Accounting	17	\$480	Elaine Tan Elaine Tan	Tue Thu	C1-AM C2-AM	Elaine Tan	5	\$185
	F3 Financial Accounting	18	\$480	Chu Mui Kim Nicholas Woo	Mon Wed	C1-PM C2-PM	Nicholas Woo	5	\$185
	SKILLS MODULE								
	F4 Corporate and Business Law	19	\$560	Kweh Soon Han Khoo Li Teng	Tue Fri	C1-PM C2-AM	Khoo Li Teng	6	\$305
	F5 Performance Management	20	\$560	Chan Tze Kang Saminathan	Tue Thu	C1-PM C2-AM	Chan Tze Kang	6	\$305
	F6 Taxation	20	\$560	Yvonne Goh Yvonne Goh	Mon Wed	C1-PM C2-PM	Yvonne Goh	6	\$305
	F7 Financial Reporting	20	\$560	Saminathan Roy Goh	Tue Fri	C1-AM C2-PM	Roy Goh	6	\$305
F8 Audit and Assurance	18	\$560	Helena Johnson Nicholas Woo	Mon Fri	C1-PM C2-AM	Helena Johnson	6	\$305	
F9 Financial Management	20	\$560	Lee Pei Yee Saminathan	Tue Wed	C1-PM C2-AM	Lee Pei Yee	6	\$305	
PROFESSIONAL LEVEL	ESSENTIALS MODULE								
	P1 Professional Accountant	18	\$680	Domnic Danaraj Roy Goh	Tue Wed	C1-PM C2-PM	Domnic Danaraj	6	\$360
	P2 Corporate Reporting	21	\$680	Roy Goh Saminathan	Mon Fri	C1-PM C2-AM	Roy Goh	6	\$360
	P3 Business Analysis	20	\$680	Domnic Danaraj Domnic Danaraj	Wed Thu	C1-AM C2-AM	Domnic Danaraj	6	\$360
	OPTIONS MODULE (Choose 2 from 4)								
	P4 Advanced Financial Management	20	\$630	Saminathan	Mon	C1-AM	Saminathan	6	\$330
	P5 Advanced Performance Management	20	\$630	Chan Tze Kang	Wed	C1-PM	Chan Tze Kang	6	\$330
P6 Advanced Taxation	20	\$630	Jacinta Loi	Tue	C1-AM	Yvonne Goh	6	\$330	
P7 Advanced Audit and Assurance	18	\$630	Connie Richardson	Thu	C1-PM	Connie Richardson	6	\$330	

Revision planners will be available in Feb 09.

Students are encouraged to enrol for papers within a module in sequence to avoid class clashes. Please refer to enclosed course planners to study the course dates before registration. We will **NOT** be able to provide recorded lectures for class clashes and rebates for missed lectures.

**INTRODUCE
A FRIEND
DISCOUNT VOUCHER
OF \$20**

FREE ACCA Preview Talks

Venue: Kaplan City Campus

Date	Time	Room No.
12 Nov (Wed), 28 Nov (Fri) & 11 Dec (Thu)	6.30pm	4th Level, Room 403
19 Nov (Wed)	6.30pm	4th Level, Room 405

All attendees who attend our ACCA Preview Talk, will receive a \$100 discount voucher (conditions apply). Please call 6733 1877 to reserve a seat.

Terms & Conditions

- Registration with ACCA/ICPAS is the responsibility of the individual student.
- Student pass holders transferring from other schools are required to pay a non-refundable registration fee of S\$300 and sign a CASE- Approved Student Contract. Kaplan Financial can act as your local sponsor at a one-time fee of S\$500. Student pass holders first-time studying in Singapore are required to pay a non-refundable Registration and New Application Processing Fee of S\$600.
- Kaplan Financial shall not be held responsible for late approval of Student Pass. No rebate or replacement of lessons missed will be offered.
- Enrolment will only be confirmed upon receipt of payment.
- Course fees include lecture notes, Study Text and Exam Kit. No rebate will be given for materials not collected.
- All bona-fide students must apply for Kaplan Student Access Card and pay a non-refundable fee of S\$10.
- In the event students received ACCA exemptions after course commencement but before exam results released, students will get a 50% credit note based on the net course fees paid. No refund will be given after this period.
- All fees quoted are inclusive of GST unless otherwise stated.
- Refund of the course fees will be given only upon receipt of a written notice of cancellation:
 - 80% refund – more than 30 days before the start of the course.
 - 50% refund – less than 30 days before the start of the course.

There is strictly no refund of course fees after the course commencement date.
- After enrolment, an administrative fee of S\$20 each is payable for any transfer of class conducted by the same lecturer (subject to seats availability).
- Kaplan Financial does not encourage students to transfer class conducted by another lecturer. However if a student has a valid reason to do so, an administrative fee of S\$100 is payable (subject to seats availability).
- Procedures on course withdrawal, transfer and refund policy can be found in Kaplan Financial Student Handbook.
- Kaplan Financial shall treat all students' particulars with the strictest confidence for legitimate purpose and will not disclose to external parties.
- Kaplan Financial is an "Approved Learning Partner – Student Tuition Platinum" accredited by ACCA. With this accreditation, Kaplan Financial reserves the right to release your name and registration number to ACCA for the purpose of monitoring Kaplan Financial's performance within the ALP.
- Kaplan Financial reserves the right to vary, amend or discontinue any or all of the discounts as it deems appropriate.
- Kaplan Financial reserves the right to vary or cancel any of the courses described or alter the composition of the relevant lecturing team as well as the venue for lectures should the circumstances so require.

FOR OFFICIAL USE ONLY

Registration Fee:	\$	<input type="text"/>
Sponsor Fee:	\$	<input type="text"/>
Insurance Fee:	\$	<input type="text"/>
Visa Processing Fee:	\$	<input type="text"/>
Receipt No.:		<input type="text"/>
Date:		<input type="text"/>

ACCA

January 2009 Intake Enrolment Form

Are you an ACCA/ICPAS registered student?

Yes, my ACCA Registration No. is

No (please select one of the following):

I have collected the membership form and will submit through Kaplan Financial by **28 November 2008**

I will submit directly to ICPAS and will not hold Kaplan Financial responsible for my registration

Continuing Student New Application

Transferred from another school, please specify:

Referral (if any), please specify:

Name (Mr/Mrs/Miss)
as in Passport:

Date of Birth:

Local Address:

Postal Code:

Passport No.:

Nationality:

Tel: (H) Tel: (HP)

Email:

Local contact in case of emergency:

Name:

Tel:

Applicant Overseas Address:

Tel: (H)

Tel: (HP)

Mode of Payment: Cash Nets Visa/Mastercard

Cheque No.:

Payable to "Kaplan Financial (S) Pte Ltd"

Student Access Card: Yes No

I declare that I have read and fully understood the terms and conditions below and that the information I have provided on this form is accurate to the best of my knowledge.

Signature:

Date:

Kaplan Financial Education Centre (Business Registration No. 52842836E) is the registered business name of Kaplan Financial (S) Pte Ltd.

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