



“VM” Virtual Mentoring
Urge how to think ,not what to think

Guidance Services for Obtaining ACCA Membership

“VM” Virtual Mentoring

*Online Mentoring Institute for
ACCA Students*



Introduction - ACCA Membership

After successful completion of all ACCA required exams, and gaining 36 months of practical experience, your unique skills of technical knowledge and hands-on experience mean that you are eligible to add the ACCA abbreviation to your name. This allows you to have a multitude of career choices, increased reputation and many other benefits that come with being a member of this global community of professional accountants.

Benefits of ACCA Membership

Being a member of the ACCA provides access to what is commonly known in this profession as the most comprehensible range of careers and professional development resources, some of which include free accounting and auditing standards, technical updates, online and face-to-face learning opportunities and further education. It also demonstrates your commitment to maintaining the highest professional and ethical standards towards employers and clients.

An ACCA membership is a passport for accessing the different markets all around the globe. The portability of this professional qualification is the main reason why professionals undertake ACCA studies. If your aim is to have a globe-trotting career and adorning your professional CV with international experience, then obtaining an ACCA membership is the way to go.

An ACCA membership does not only open exciting career opportunities and personal development, it also enables access to first – class range of services specifically designed to support you in your professional career. Some of these are:

- ✓ An ACCA designation – the choice amidst employers
- ✓ An opportunity to have a global influence and build a professional network
- ✓ Continuous support in your professional development
- ✓ Keeping you informed – online, in print and on the move
- ✓ Round the clock customer care and career service

This is only a snippet of the many benefits ACCA members enjoy! For the complete concept, please consult “*Benefits of ACCA Membership Brochure*” which you can download from the following link:

http://www.accaglobal.com/content/dam/acca/global/PDF-members/benefits/Benefits_of_Membership_2015.pdf

Eligibility Requirements

You can become an ACCA member as soon as you;

- ✓ Complete all required ACCA exams;
- ✓ Professional Ethics module and 36 months of practical experience in a relevant capacity: all this evidenced in

the ‘work experience’ section of your online record (*My Experience*)

and either;

- answered the challenge questions for 9 performance objectives and have these reviewed and approved by your workplace mentor;
- or
- are able to confirm that your employer has granted you a performance objective exemption because they’re an ACCA Approved Employer via the trainee development stream, at either gold or platinum level.

Procedure for obtaining Membership

To lay claim to an ACCA Membership based on ACCA qualification, the candidate needs to complete a Practical Experience Requirement (PER). As part of the PER, you will accomplish performance objectives to demonstrate that you can implement the knowledge, skills, and behaviors developed through the course of your studies and exams into real-life, professional work environment.

Performance objectives describe the kind of activities you are able to carry out within the workplace. They show that, besides possessing the technical ability, you also uphold the correct values and attitudes expected of an accountant.

You are required to achieve 9 performance objectives in total, including:

- ✓ All five Essentials objectives, and
- ✓ Any four Technical objectives.

Essential Performance Objectives

Fulfilment of all five is required:

- ✓ Professionalism and ethics
- ✓ Stakeholder relationship management
- ✓ Strategy and innovation
- ✓ Governance, risk, and control
- ✓ Leadership and management

Technical Objectives

You can choose any four from these categories:

Corporate reporting

- ✓ Record and process transactions and events
- ✓ Prepare external financial reports
- ✓ Analyse and interpret financial reports

Financial management

- ✓ Evaluate investment and financing decisions
- ✓ Manage and control working capital
- ✓ Identify and manage financial risk

Sustainable management accounting

- ✓ Evaluate management accounting systems
- ✓ Plan and control performance
- ✓ Monitor performance

Taxation

- ✓ Tax computations and assessments
- ✓ Tax compliance and verification
- ✓ Tax planning and advice

Audit and Assurance

- ✓ Prepare for and plan the audit process
- ✓ Collect and evaluate evidence for an audit
- ✓ Review and report on the findings of an audit

You will demonstrate your achievement of the performance objectives to your practical experience supervisor by performing 5 activities in a work environment and write a narrative statement for each performance objective.

For more information on the Performance Objectives, download the New Performance Objectives document from these links.

http://www.accaglobal.com/content/dam/ACCA_Global/Students/per/New%20Performance%20Objectives%20Document.pdf

<http://www.accaglobal.com/content/dam/acca/global/PDF-students/acca/per/Performance-objectives-handbook.pdf>

Your PER progress - the fulfillment of performance objectives, employment details and time completed in a relevant capacity are all recorded in the *My Experience* page, which you can access through your ACCA account.

Exemption

If your work for an ACCA Approved Employer that holds trainee development approval at a Gold or Platinum level, then they may allow you to ask for a performance objective exemption. This means that you do not need to document completing the performance objectives in *My Experience*.

However, it is imperative to confirm that your employer has this level of approval and they are willing to allow you to ask for a performance objective exemption.

If you qualify for the exemption, you will still need to achieve 36 months of practical experience and record this in *My Experience*.

Our Services

We offer our services to ACCA Affiliates in getting their ACCA Membership after acquiring 36 months of practical

experience. After registration with us, one of our team members will coordinate with you and guide you through the entire process and assist you in writing your objectives by still upholding the prescribed requirements of ACCA. Our team members will review your answers on each objective and provide feedback to ensure that the answers are in compliance with the prescribed ACCA requirements. Some major benefits of using our services are:

- ✓ Complete guidance through the entire process of obtaining an ACCA Membership;
- ✓ Guiding students in fulfilling the specific objectives based on their experience;
- ✓ Multiple feedback on the answers of the 9 selected objectives before submission; and
- ✓ Providing professional advice on avoiding any troubles through the entire process.

Fee for Guidance

We charge affordable fees according to the level of efforts and services. Please refer to the following links for more detail on the overall approach and fees:

<http://www.virtualmentoring.net/acca-membership-guidance-services/>

<http://www.virtualmentoring.net/acca-membership-guidance-registration-form/>

OTHER USEFUL LINKS:

http://www.accaglobal.com/content/dam/ACCA_Global/Employers/approved-employer/PER-confirmation-form.pdf

<http://www.accaglobal.com/pk/en/help/student-faqs-practical-experience-requirements.html>

<http://www.virtualmentoring.net/acca-membership-guidance-services/>

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