




ACCA

Programme Brochure and Timetable



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The ACCA Qualification Structure

The [Association of Chartered Certified Accountants \(ACCA\)](#) Qualification is one of the most respected and internationally recognised qualifications in accounting and finance. It provides you with the technical expertise, analytical thinking, and ethical awareness required to excel in today's fast-changing business world.

The ACCA Qualification is divided into three levels, followed by an ethics module and a practical experience requirement. Each stage builds on the one before it, guiding you from fundamental accounting knowledge to advanced strategic expertise.

Applied Knowledge

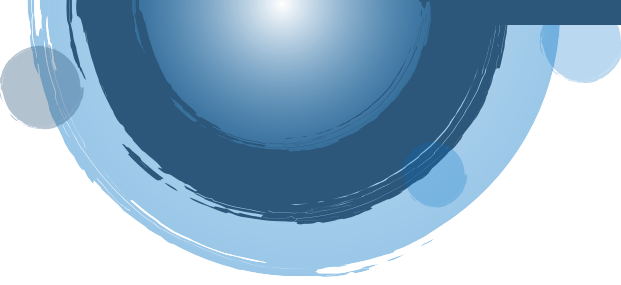
This level helps you build a strong foundation in accounting, business, and management.

1. **Business and Technology (BT)** | You'll explore how businesses operate, how accounting supports decision-making, and how technology and ethics influence performance. You'll also learn about business structures, corporate governance, and organisational culture.
2. **Management Accounting (MA)** | You'll learn how management accounting information is used for planning, controlling, and improving performance. Topics include budgeting, costing, and short-term decision-making.
3. **Financial Accounting (FA)** | You'll develop your understanding of financial accounting principles, double-entry bookkeeping, and the preparation of financial statements. You'll also learn how to record, summarise, and report transactions according to international standards.

Applied Skills

At this level, you'll develop practical technical skills in key business and finance areas.

1. **Corporate and Business Law (LW)** | You'll gain a clear understanding of the legal environment in which businesses operate. Topics include contract law, company law, employment law, and corporate governance.
2. **Performance Management (PM)** | You'll master management accounting techniques used to evaluate performance and support strategic decisions. You'll learn how to use variance analysis, performance measurement, and responsibility accounting.
3. **Taxation (TX)** | You'll explore the principles of taxation for individuals and companies. You'll learn how to calculate tax liabilities, understand compliance requirements, and identify opportunities for tax planning.



4. **Financial Reporting (FR)** | You'll learn how to prepare, present, and interpret financial statements for single entities and groups in accordance with IFRS. You'll also practise analysing and communicating financial information to stakeholders.

5. **Audit and Assurance (AA)** | You'll study the principles and processes of external audit and assurance engagements. You'll understand audit risk, internal control systems, evidence collection, and the ethical responsibilities of auditors.

6. **Financial Management (FM)** | You'll explore how organisations make investment, financing, and dividend decisions. You'll learn to assess financial risks, manage working capital, and evaluate business performance.

Strategic Professional

At this level, you'll develop leadership, strategy, and advanced analytical skills, preparing you for senior professional roles.

1. **Strategic Business Leader (SBL)** | You'll learn to think like a senior finance professional, integrating strategy, leadership, governance, and risk management. Through realistic business scenarios, you'll practise ethical and commercial decision-making.

2. **Strategic Business Reporting (SBR)** | You'll strengthen your ability to apply professional judgement in complex reporting situations. You'll learn how to interpret, evaluate, and communicate financial information to key stakeholders.

Options (Choose Two):

1. **Advanced Financial Management (AFM)** | You'll study advanced financial strategy, investment appraisal, mergers, acquisitions, and risk management in a global context. You'll learn how to make strategic financial decisions that drive business value.

2. **Advanced Performance Management (APM)** | You'll learn to evaluate and improve organisational performance using strategic management systems and data analytics. You'll explore how to align performance management with corporate goals.

3. **Advanced Taxation (ATX)** | You'll examine complex tax issues, advanced planning techniques, and international taxation. You'll also explore how to provide ethical and professional tax advice.

4. **Advanced Audit and Assurance (AAA)** | You'll study advanced assurance and audit practices, including group audits and specialist engagements. You'll learn to apply professional scepticism and judgement in challenging audit scenarios.



Your Learning and Mentoring Experience

At EIMF, you're never studying alone. You'll receive ongoing mentoring, practical guidance, and the flexibility to study in the way that suits you best.

- **Online Self-Paced Learning** | You'll study at your own pace, anytime and anywhere. You'll have access to structured recorded lectures, study materials, and interactive quizzes — all aligned with the ACCA syllabus. Self-paced learning gives you full flexibility while maintaining access to tutor and mentor support whenever you need it.
- **Online Interactive Learning** | You'll join live virtual classes that recreate the classroom experience. You can ask questions, participate in discussions, and connect with tutors and fellow learners in real time. Recordings are available for review, so you can revisit complex topics at your convenience.
- **Note:** Our live online ACCA courses are subsidised by the Human Resource Development Authority of Cyprus (HRDA), helping you access high-quality professional training at a lower cost.
- **Mentoring Support** | You'll be assigned a mentor who supports you throughout your studies. Your mentor will help you set realistic goals, stay on track, and build effective study habits to maximise your success.
- **Revision and Exam Preparation Workshops** | You'll take part in intensive sessions focused on past papers, examiner insights, and time management, helping you gain confidence before your exams.

Study Modes and Intakes

You can start your ACCA journey at several points throughout the year.

Whether you prefer to study online live or self-paced, you'll benefit from continuous mentoring and comprehensive academic support from our team.

Start Your ACCA Journey Today

Our team will guide you through registration, exemption enquiries, and study planning, helping you design a learning path that fits your goals.

Delivery Methods

Applied Knowledge Courses

Paper	Lecturer(s)	Programme HRDA No	Method of Delivery	
			Tuition Phase	Revision Phase
BT	N/A	N/A	Self-Pace	Self-Pace
MA	N/A	N/A	Self-Pace	Self-Pace
FA	N/A	N/A	Self-Pace	Self-Pace

Applied Skills Courses

Paper	Lecturer(s)	Programme HRDA No	Method of Delivery	
			Tuition Phase	Revision Phase
LW	Olympios Christofi	N/A	Mentoring Learning	Live Online
PM	Marios Mortis	586321	Mentoring Learning	Live Online
TX	Charis Xeni	N/A	Mentoring Learning	Live Online
FR	TBC	N/A	Mentoring Learning	Live Online
AA	TBC	N/A	Mentoring Learning	Live Online
FM	Marios Mortis	586295	Mentoring Learning	Live Online

Strategic Professional Courses

Paper	Lecturer(s)	Programme HRDA No	Method of Delivery	
			Tuition Phase	Revision Phase
SBL	TBC	586249	Mentoring Learning	Live Online
SBR	Marios Mortis	585395	Mentoring Learning	Live Online
AAA	Charis Xeni	N/A	Mentoring Learning	Live Online
ATX	Mikaella Savva	N/A	Mentoring Learning	Live Online
AFM	N/A	N/A	Self-Pace	Self-Pace
APM	N/A	N/A	Self-Pace	Self-Pace

Tuition Fees

HRDA approved papers (+ Revision) | Live Online

HRDA Sponsored Students	€
Fees	1,400
HRDA Subsidy	(1,120)
Net Fees	280

Important Information for HRDA-Approved Papers

To join an **HRDA-approved paper**, all students (both **sponsored** and **non-sponsored**) must:

- have an **ERMIS account**, and
- comply with **HRDA regulations and procedures**.

The fees listed above apply to the **HRDA-approved lecture phase only**.

Please note:

- The **Revision phase**, any **additional support lectures, tests, and mock exams** are **not subsidised by HRDA**.
- **However, there will be no extra charge** for the above.

Important reminder: The responsibility for ensuring that the **HRDA subsidy is approved** remains with the **employer**.

HRDA approved papers (+ Revision) | Live Online

Non - HRDA / Independent students	€
SBL, SBR, AAA, ATX	1,000
FM, AA, FR, TX, PM, LW	750

Non-HRDA approved papers (+ Revision) | Self-Paced

	€
Applied Knowledge Level (Discounted Bundle Cost)	800
Business and Technology (BT)	310
Financial Accounting (FA)	310
Management Accounting (MA)	310
Applied Skills Level	2,000
Taxation (TX - GL)	390
Financial Reporting (FR)	390
Financial Management (FM)	390
Performance Management (PM)	390
Audit and Assurance (AA)	390
Corporate and Business Law (LW – GL)	390
Strategic Professional Level	1,600
Strategic Business Leader (SBL)	470
Strategic Business Reporting (SBR)	470
Advanced Audit and Assurance (AAA)	470
Advanced Taxation (ATX)	470
Advanced Performance Management (APM)	470
Advanced Financial Management (AFM)	470

Courses and HRDA ERMIS Registration

Submitting Participation for HRDA (ANAD) Training Programmes | Employers' Guide

Polybusiness Training Programmes – Regular (Συνήθη)

Before you start (Checklist)

Please have the following ready:

1. **Company ERMIS login credentials**
2. **Employee details** (full name, ID details if requested, job title/role)
3. Programme identification
 - ✓ HRDA (ANAD) Programme Code → see above of the Programme Information Pack
 - ✓ Training Provider / Όνομα ΚΕΚ: EDEX – Educational Excellence Corporation Ltd.

Step 1 | Log in

1. Log in to the ERMIS platform using your company credentials.

Step 2 | Follow the correct navigation path

Go to:

2. **Participation in Training Programs** – Συμμετοχή σε προγράμματα κατάρτισης
3. **Lifelong Learning** – Δια βίου μάθηση
4. **Polybusiness Training Programs – Regular** – Πολυεπιχειρησιακά Προγράμματα Κατάρτισης – Συνήθη

Important: This is the correct category for “Regular / Συνήθη” polybusiness programmes.

Step 3 | Find the programme (Search first, then open)

5. Use the search to locate our programme using either method:

✓ **Option A** (Recommended): Search by **HRDA (ANAD) Programme Code** (see above)

✓ **Option B**: Search by Training Provider / Όνομα ΚΕΚ

→ Enter: **EIMF Holdings Ltd.**

6. Once you locate the programme, **open/select** it to continue.

Step 4 | Submit the Employer Application

7. Click: **Actions** – Ενέργειες

8. Select: **Application for Participation** – Αίτηση για συμμετοχή

9. Select:

✓ Employer application for participation and authorisation for subsidy payment –

✓ Αίτηση εργοδότη για συμμετοχή και εξουσιοδότηση για καταβολή χορηγήματος

10. Click: **Complete application** – Συμπλήρωση αίτησης

Step 5 | Add the employee (Participant List)

11. Under **Participant List Creation**, select:

✓ **Add Participant** – Δημιουργία ηλεκτρονικού παρουσιολογίου – Προσθήκη Συμμετέχοντα

12. In **ANAD No.** – Full Name:

✓ Select your **Company name** (from the list), then

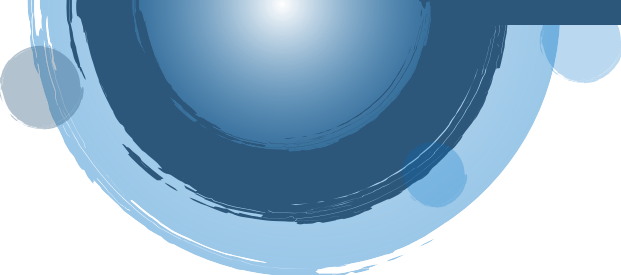
✓ Enter the employee's **Full Name** (and ANAD number if the system requests it)

13. Complete the employee details and click: **Add** – Πρόσθεση

Important:

✓ This step saves the participant in the list.

✓ In the job description, include duties related to or associated with the training programme



Step 6 | Final confirmation (This is the “second Add”)

14. **Click Add** – Πρόσθεση again to finalise/confirm the participant entry (system confirmation step).

In short:

- ✓ First “Add” = saves the participant
- ✓ Second “Add” = confirms/finalises the entry


What “Done” looks like (Final Check)

After submission, confirm one or more of the following:

- ✓ Participant appears in the Participant List
- ✓ Application shows Submitted / Pending / Under Review (or similar status)
- ✓ You can view the completed submission details

(If ERMIS allows it, save/print the confirmation page for your records.)

→ ERMIS registration link: <https://ermis.anad.org.cy/>



Quick troubleshooting (Most common issues)

If you can't find the programme in search:

- ✓ Confirm you selected: Polybusiness Training Programmes – Regular (Συνήθη)
- ✓ Search by provider: EIMF Holdings Ltd.
- ✓ Use the HRDA (ANAD) Programme Code from the methods of delivery section above

If the employee won't save:

- ✓ Make sure all mandatory fields are completed
- ✓ Try rewriting the job description using the templates above
- ✓ Ensure the company name is selected first under “ANAD No. – Full Name”

If you're unsure whether it was submitted:

- ✓ Re-open the programme → check Application status
- ✓ Confirm the employee appears in the Participant List

Non-HRDA / Independent Students

EIMF Registration (Student Registration Form)

All independent (non-HRDA subsidised) students must first complete the EIMF registration form:

[Course Registration Form](#)

Procedure for Submitting Participation Through the ERMIS Platform (Student)

Step 1 | Access the ERMIS Platform

1. Go to ERMIS: <https://ermis.anad.org.cy/>
2. Select: **Participation in Training Programmes** – Συμμετοχή σε Προγράμματα Κατάρτισης
3. Click: **Participation** – Συμμετοχή

Step 2 | Navigate to the Correct Programme Category

4. Select: **Lifelong Learning** – Δια Βίου Μάθηση
5. Choose:
 - ✓ **Category 3 – Multi-Company Training Programmes – Standard**
 - ✓ **Κατηγορία 3 — Πολυεπιχειρησιακά Προγράμματα Κατάρτισης – Συνήθη**

Step 3 | Select the Correct Scheme

6. Go to: Select Scheme – Επιλογή Σχεδίου
7. Choose the training scheme related to the programme you wish to attend.

Step 4 | Locate the Programme (HRDA Code Search)

8. Select: Search with **HRDA Code** – Αναζήτηση με τον Κωδικό ΑναΔ
9. Click Search – Αναζήτηση and enter the **HRDA programme code** provided to you.

Alternative search option:

If searching by Training Provider / Όνομα ΚΕΚ, enter: EIMF Holdings Ltd.

Step 5 | Submit Your Participation Application

10. Click: **Actions** – Ενέργειες
11. Select:
 - ✓ **Application for Participation – Employee, Non-Beneficiary of Subsidy**
 - ✓ **Αίτηση για Συμμετοχή → Αίτηση Συμμετοχής Εργοδοτούμενου, Μη Δικαιούχου Επιχορήγησης**
12. Click: Complete Participation – Συμπλήρωση Συμμετοχής
13. Complete the application form carefully (Συμπλήρωση της Αίτησης), including all required:
 - ✓ personal details
 - ✓ employment details (if applicable)
 - ✓ programme details
14. Click: Submit – Υποβολή to finalise your participation.

Your ERMIS submission is now completed.

→ **ERMIS registration link:** <https://ermis.anad.org.cy/>



Terms of Enrollment

Before you enrol in your EIMF ACCA courses, please take a moment to read the key rules below. These terms help ensure a smooth registration process and uninterrupted access to your learning platform and materials.

Enrolment Requirements

To attend the **EIMF ACCA courses**, gain access to the **AccountingWise platform**, and receive your study materials, you must:

- ✓ Complete the **online enrolment form**, and
- ✓ Make sure **that any fees from previous term(s)** are fully paid.

Already an ACCA student?

Please remember to include your **ACCA registration number** in the online enrolment form.

Important Registration Notes

Please keep in mind:

- ✓ **No late registrations** are allowed for Live-Online HRDA-approved papers.
- ✓ **Seats are limited**, so places are given on a first-come, first-served basis.

So, the sooner you register, the better!

Dropping / Withdrawing from a Course (Drop Form)

If you decide to withdraw from a course for any reason, you must complete the official online Drop Form, which you can find on our website under “Useful Links.”

Your **withdrawal date** will be the day you submit the Drop Form online.



Drop Fees (If You Withdraw After the Course Starts)

If you drop a course after it has started, you will be charged:

- ✓ a **pro-rata fee**, based on the initial tuition fee (without HRDA subsidy), and
- ✓ a **minimum administrative charge of €100**.

Important deadlines:

A full tuition fee will be charged if you withdraw after:

- ✓ 1 October (Autumn semester), or
- ✓ 1 April (Spring semester).

Access to Recorded Sessions

Your enrolment gives you access to recorded sessions until the **exam date of the current semester**.

After the **exam date**, access to recordings will no longer be available.

So please make sure you keep up with your study plan during the semester.

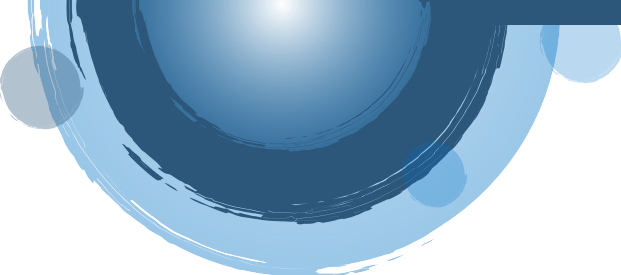
Payment Schemes (How You Can Pay)

1) HRDA Subsidised Papers (Sponsored Students)

If you are a sponsored student (HRDA subsidised), your invoice must be settled upon presentation.

2) Repeat & Revision Students

If you register for a Repeat / Revision course, your fees must be paid in full upon enrolment.



3) Flexible Payment Plan (Non-sponsored students)

If you are not sponsored and you are not using a special discount scheme, you may pay in instalments as follows:

- ✓ 25% upon enrolment
- ✓ 25% by the end of February
- ✓ 25% by the end of March
- ✓ 25% by the end of April

4) If Your Employer Covers Part of Your Fees

If your employer covers part of your fees and you receive a discount on your own share, please make sure you pay your share in full upon enrolment.

5) Need Different Payment Terms?

If you need to change your payment plan for any reason, please contact the Finance Department as early as possible.



Special Discount Schemes

Here are the discount options available:

15% discount for non-sponsored students attending:

- ✓ HRDA Live-Online courses
- ✓ Self-paced courses
- ✓ Repeat courses

To get the discount, the fees must be fully settled no later than: **31 March 2026**

If you are eligible for more than one discount, you will receive the highest discount available.

Exempted Paper Students

If you have exemptions but still want to attend an exempted paper, you can join the: Non-HRDA self-paced course and you will be charged the Repeat fee, as long as you submit the relevant supporting documents.

Learning Materials

When you enrol in a EIMF ACCA course, your tuition fees include everything you need to study effectively and feel fully prepared for the exam.

Here's what you will receive:

1) Full Teaching Support (Tuition + Revision Phases)

You will attend both the Tuition Phase and the Revision Phase, so you're supported from the start all the way to exam preparation.

2) Complete Study Resources

You will receive:

- ✓ lecturer's notes
- ✓ a structured study plan
- ✓ practice questions
- ✓ mock exams designed to feel very similar to the real ACCA exam

3) Personalised Feedback

You'll get individual feedback on your tests and mock exams, so you know exactly what to improve and how to improve it.

4) Study Texts for Local Variant Papers (LW, TX & ATX)

If you are taking a local variant paper for LW, TX, or ATX, we will provide you with the relevant study texts. For TX & ATX, you will also receive the Question Banks.

5) 24/7 Access to Lecture Videos (AccountingWise)

You will have 24/7 access to your recorded lecture videos through the Blackboard platform, so you can revise anytime, anywhere.

6) First Intuition Exam Kits

You will receive First Intuition Exam Kits for your paper(s), except for: LW, TX & ATX



ACCA Exam Deadlines, Fees & Exam Dates

Exam Sessions (How many times per year?)

ACCA runs 4 exam sessions per year, giving you lots of flexibility to plan your studies:

- ✓ March
- ✓ June
- ✓ September
- ✓ December

Exam Entry Deadlines (Very Important!)

When you enter for your exams, please remember:

- ✓ **All deadlines close at 23:59** (midnight) UK time on the stated date.
- ✓ You can **only make changes to your exam entry before the Standard Entry deadline**.
- ✓ If you need **additional support / special arrangements**, you must request it **before Standard Entry closes**.
- ✓ Your **Exam Attendance Docket** becomes available in **myACCA** approximately three weeks after **Standard Entry closes**.

Exam Fees (Standard Entry)

(Applies to session-based exams — excluding BT, FA & MA)

Here are the standard entry exam fees:

Applied Knowledge

- ✓ Applied Knowledge exams are Computer-Based Exams (CBE) and are on-demand.

(Fees and booking rules may differ depending on the paper and market.)



Applied Skills

£155 per exam (Standard Entry)

Strategic Professional

£202 – £274 per exam (Standard Entry)

(More specifically:)

- ✓ Strategic Business Leader (SBL): £274
- ✓ Strategic Business Reporting (SBR): £202
- ✓ Strategic Professional Options (AFM/APM/ATX/AAA): £202

For BT, FA & MA:

Please refer to EIMF's website, as these are typically handled differently (on-demand CBE).

Exemption Fees (If You Claim Exemptions)

If you are eligible for exemptions, ACCA charges a fee per exemption awarded:

- ✓ Applied Knowledge exemptions: £86 (per paper)
- ✓ Applied Skills exemptions: £114 (per paper)

How long does it take to qualify?

This depends on how many exemptions you can claim.

- ✓ If you work and study at the same time, you can qualify in as little as 3–4 years.



Is there a time limit to complete ACCA?

- ✓ There is no time limit for Applied Knowledge and Applied Skills (Fundamentals level).
- ✓ Once you pass your first Strategic Professional exam, you have 7 years to pass the remaining Strategic Professional papers.

Timetable (January – June 2026)

The timetable for January – June 2026 is available in the next section.

Please always check the website for the most up-to-date timetable and read the instructions carefully.

✦ If any timetable changes happen after the semester starts, they will be communicated to you by your lecturer and our administrative team.

Timetable note

* = Lectures subsidised by HRDA

Need help with ACCA exam entry?

You can contact ACCA directly here: <https://forms.accaglobal.com/contact-us>

Spring 2026 Lectures Calendar

Paper	Courses Times		Courses Dates										Revisions		Mock Exam
	Start Time	Appr. End Time													
LW	18:00	21:00	Mon 02 Mar	Mon 09 Mar	Mon 16 Mar	Mon 23 Mar	Mon 30 Mar	Mon 06 Apr	Mon 20 Apr	Mon 27 Apr	Mon 04 May	Mon 11 May	Mon 18 May	Fri (1) 22 May	Mon 25 May
PM *	18:00	21:00	Mon 02 Mar	Mon 09 Mar	Mon 16 Mar	Mon 23 Mar	Mon 30 Mar	Mon 06 Apr	Mon 20 Apr	Mon 27 Apr	Mon 04 May	Mon 11 May	Mon 18 May	Fri (1) 22 May	Mon 25 May
FM *	18:00	21:00	Tue 03 Mar	Tue 10 Mar	Tue 17 Mar	Tue 24 Mar	Tue 31 Mar	Tue 07 Apr	Tue 21 Apr	Tue 28 Apr	Tue 05 May	Tue 12 May	Tue 19 May	Thu 21 May	Tue 26 May
TX	18:00	21:00	Wed 04 Mar	Wed 11 Mar	Wed 18 Mar	Wed 08 Apr	Wed 22 Apr	Wed 29 Apr	Sat (2) 02 May	Wed 06 May	Wed 13 May	Wed 20 May	Sun (3) 23 May	Wed 27 May	
SBR*	18:00	21:00	Wed 04 Mar	Wed 11 Mar	Wed 18 Mar	Wed 08 Apr	Wed 22 Apr	Wed 29 Apr	Sat (2) 02 May	Wed 06 May	Wed 13 May	Wed 20 May	Sun (3) 24 May	Wed 27 May	
SBL*	18:00	21:00	Thu 05 Mar	Thu 12 Mar	Thu 19 Mar	Thu 26 Mar	Thu 02 Apr	Thu 09 Apr	Thu 16 Apr	Thu 23 Apr	Thu 30 Apr	Thu 07 May	Sat (4) 16 May	Sat (5) 24 May	Thu 28 May
AA	18:00	21:00	Thu 05 Mar	Thu 12 Mar	Thu 19 Mar	Thu 26 Mar	Thu 02 Apr	Thu 09 Apr	Thu 16 Apr	Thu 23 Apr	Thu 30 Apr	Thu 07 May	Sat (4) 16 May	Sat (5) 23 May	Thu 28 May

Lecture Timetable (May):

- Fri 22 May: 15:00–18:00
- Sat 02 May: 09:00–15:00
- Sat 16 May: 09:00–15:00
- Sat 23 May: 09:00–15:00
- Sun 24 May: 09:00–15:00