

# APPLICATION TO REGISTER FOR ACCA COMPUTER BASED EXAMINATIONS



Please complete all sections. Incomplete applications will be returned.

## SECTION 1: PERSONAL DETAILS

Full Name of the Candidate: \_\_\_\_\_

National ID / Passport Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ (DD/MM/YYYY)

Course Name / Level: \_\_\_\_\_

ACCA Registration Number: \_\_\_\_\_ ACCA Password: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Mobile No: \_\_\_\_\_ Email Address: \_\_\_\_\_

## SECTION 2: PLEASE TICK PAPERS YOU WISH TO SIT

### PAYMENT - MVR 1,100.00 PER PAPER

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

### PAYMENT - MVR 1,750.00 PER PAPER

- FBT / BT – Business and Technology
- FMA / MA - Management Accounting
- FFA / FA - Financial Accounting

### PAYMENT - MVR 2,100.00

- LW - Corporate and Business Law (GLO)
- LW - Corporate and Business Law (ENG)

## SECTION 3: PAYMENT

**TOTAL PAYMENT: MVR** \_\_\_\_\_

Applicant's Signature: ..... Date: .....

Note: You must submit the examination fee with this form.

*By registration for Computer Based Examination, I hereby affirm that I understand, acknowledge and agree to abide to the Examination Terms and Conditions on Page 2 of the Application.*

### FOR OFFICE USE ONLY

DOCUMENT RECEIVED BY:

Name: ..... Signature: .....

Date: ..... Time: .....

**This section must be kept by the student**

**INSTRUCTIONS:**

- You have now been registered for \_\_\_\_\_ \* CBE session.
- Exams will be held on the 4th week of each month.
- You will be sent an SMS on the 3rd week of each month, informing the specific date and time of your exam. If you do not receive an SMS, please give us a call at 3314621.

**TERMS AND CONDITIONS:**

- You must give the College at least 24 hours written notice if you wish to postpone the exam sitting.
- Written notice should be emailed to exams@maps.edu.mv
- If you fail to attend exam without prior notice, you will need to reapply and pay the necessary fees in order to sit the exam again.
- Students must complete postponed exams within 3 months of the application date. Payments made for exams not undertaken within this period will be forfeited.
- You should arrive at the exam centre at least 30 minutes before the exam is due to start, so you can register.
- Late arrivals will not be permitted into the exam room.
- You will be required to show some form of photographic ID at the exam.

*\* If the form is submitted before the 15th of the month, the student will be registered for the current months' CBE session. If form is submitted after the 15th of the month, the student will be registered for the following months' CBE session*