Accounting Technicians Academy

Professional, Practical, Proven

www.AccountingTechniciansIreland.ie
Why study at the Academy?

If you’re thinking about becoming an accounting technician, you may be interested in studying directly with Accounting Technicians Ireland at our Dublin training centre, the Accounting Technicians Academy.

The state-of-the-art campus which was developed by our partner body, Chartered Accountants Ireland, is located at our head office on Pearse Street, Dublin 2. Chartered Accountants House is within a short walking distance of all public transport hubs and provides some of the most modern facilities and teaching tools to support students during their studies and enhance their learning experience.

Perhaps most importantly, students benefit from our team of highly accomplished lecturers. Committed to their student’s success, not only do they have many years of lecturing experience, they are also well established within their particular fields.

**Accounting Technicians Academy Programme**

- State of the art teaching facilities
- Highly experienced lecturers
- Course Materials including textbooks and online tutorials
- Revision Workshops
- Online Moodle platform including:
  - Lecture notes and class material
  - Lecture recordings
- Study Skills
- Assignments and mock exams
- Free Wi-Fi
- Library access
- Canteen facilities
- City centre location
- Dedicated Programme Manager on site

**Lecture timetable**

Commencing 17th September 2013, lectures take place two evenings a week and run for a total of 26 weeks.

**Tuesdays**
18.15 - 19.45 and 20.00 - 21.30

**Wednesdays**
18.15 - 19.45 and 20.00 - 21.30

If you have any further questions in relation to the Accounting Technicians Academy at Chartered Accountants House, Pearse Street, Dublin 2, please contact our Programme Manager:

**Leda Egri**
**Tel:** 01 649 8120
**Email:** legri@AccountingTechniciansIreland.ie
Are you an employer?

If you require an educational course that is convenient, accessible, and valued amongst staff to facilitate advancement in their lives and careers, then take a closer look at what the Academy can offer you.

Qualification

The Diploma for Accounting Technicians (MIATI) is recognised in all sectors of industry as the benchmark accounting technician qualification in Ireland. Your staff will gain transferable skills as well as a superb grounding in accounting, tax and law.

Profession

Accounting Technicians are qualified accounting professionals that work at all levels of finance. They can work in all types of organisations and are widely employed throughout the public sector, industry and commerce and in private accountancy practices. Being an accounting technician equips people for business life at national and international levels.

Programme

We work with employers to offer modular flexible learning at a competitive price. Your staff maintain full-time employment while they pursue a professional qualification.

The Academy programme in Pearse Street, Dublin 2 provides high quality accounting education and training that meets the needs of both the employer and individual. We work hand in hand with industry to develop staff competencies and give people the confidence to pursue lifelong learning.

How much does it cost and how do I enrol?

Tuition fees are additional to any student registration or examination fees which are paid to Accounting Technicians Ireland (please see page 18 of the 2013/14 Student Prospectus for further details). The fees to attend lectures at the Accounting Technicians Academy are €395 per subject for the 2013/14 academic year.

If you would like to enrol for lectures at the Academy, you can do this online or by completing the attached enrolment form.

Online

You can enrol as an Accounting Technicians Academy student via online registration at www.AccountingTechniciansIreland.ie/register. By registering online you will have the option to either pay your fees in full or avail of our stepped payment facility.

Enrolment form

Alternatively, you can complete the enrolment form that is attached to this brochure. This should be sent to the Programme Manager along with a Student Registration Form. The registration form can be downloaded from our website at www.AccountingTechniciansIreland.ie and is also available in the 2013/14 Student Prospectus.

Stepped Payments

A stepped payment facility* is available to students who register online. This will allow you to spread the cost of all your payments over four installments during the course of the academic year.

<table>
<thead>
<tr>
<th>First payment</th>
<th>At Registration</th>
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<tr>
<td>Second payment</td>
<td>29th November 2013</td>
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<tr>
<td>Third payment</td>
<td>24th January 2014</td>
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<tr>
<td>Fourth payment</td>
<td>28th February 2014</td>
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For further details, please contact the Programme Manager.

*Please note there is a 3% administration fee to avail of this facility.
Accounting Technicians Academy
Enrolment Form 2013/2014

1. PERSONAL DETAILS

☐ Mr.  ☐ Mrs.  ☐ Ms.
Surname ___________________________ Date of Birth DD-MM-YYYY
Firstname(s) ___________________________
Address for Correspondence ___________________________
County ___________________________ Postcode ____________
Home Tel ___________________________ Office ___________________________ Mobile ___________________________
Work Email ___________________________ Personal Email ___________________________

(Please note that it is essential that you provide us with at least one valid email address)

2. EMPLOYMENT DETAILS (tick all that apply)

☐ I am self-employed  ☐ I am working in a finance-related area
☐ I am in full-time study  ☐ I am working, but not in a finance-related area
☐ I am currently seeking employment  ☐ Other (please specify) ___________________________

Company Name ___________________________
Job Title ___________________________
Company Address ___________________________

Is your company paying your tuition fees?  ☐ Yes  ☐ No

3. LECTURE ENROLMENT

I wish to enrol to study the following subjects with the Accounting Technicians Academy.

FIRST YEAR
☐ Financial Accounting
☐ Taxation
☐ Business Management
☐ Law & Ethics
☐ Subjects @ €395 per subject

SECOND YEAR
☐ Advanced Financial Accounting
☐ Advanced Taxation
☐ Management Accounting
☐ Integrated Accounting Systems (IAS)

TOTAL ___________________________

4. PAYMENT DETAILS

I wish to pay by:  ☐ Debit/Credit Card  ☐ Cheque/Draft  ☐ Postal Order

Cheques should be made payable to Accounting Technicians Ireland. (Please note: WE DO NOT ACCEPT CASH)

If you wish to pay by Debit/Credit card, please complete the section below:

☐ Visa  ☐ MasterCard  ☐ Laser  ☐ Electron  ☐ Maestro  ☐ Visa Debit  ☐ Switch/Solo

(Note: All credit card transactions are subject to a €4.50/£4.00 handling charge. There is no charge for the use of debit cards)

Please charge the total payment shown above, plus any credit card charge applicable, to my account.

Card No. ___________________________ CVV No. ___________________________
Cardholder Name ___________________________ Expiry Date ___________________________
Cardholder Signature ___________________________

Please return with payment to: Student Services, Accounting Technicians Ireland, 47-49 Pearse Street, Dublin 2.
Accounting Technicians Ireland
Chartered Accountants House
47-49 Pearse Street,
Dublin 2

Tel: 01 649 8100
Fax: 01 633 6846