



THE INSTITUTE
OF CHARTERED
ACCOUNTANTS
IN ENGLAND AND WALES

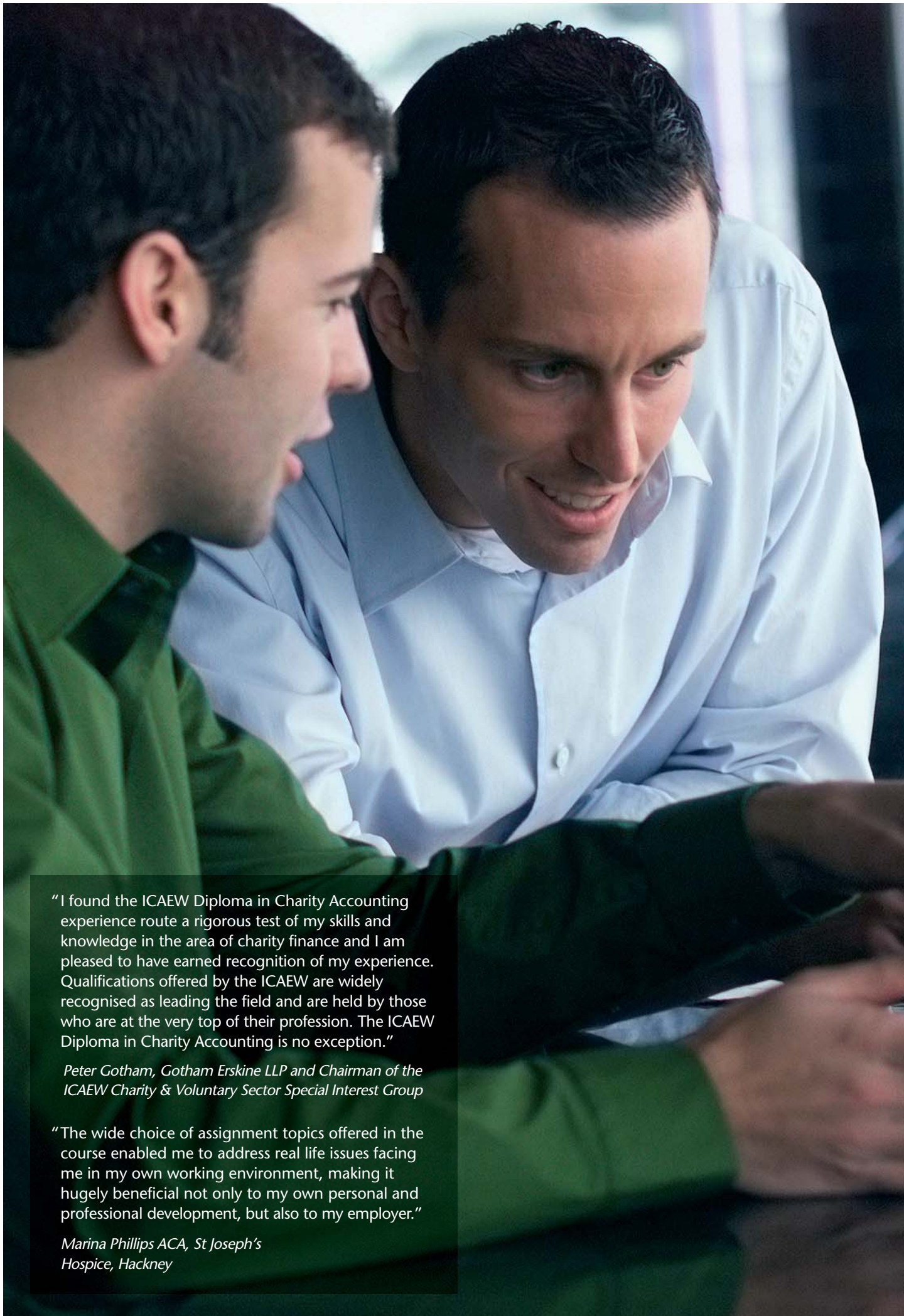


Cass Business School
City of London

DIPLOMA IN CHARITY ACCOUNTING

INSPIRING CONFIDENCE, MAKING A DIFFERENCE





"I found the ICAEW Diploma in Charity Accounting experience route a rigorous test of my skills and knowledge in the area of charity finance and I am pleased to have earned recognition of my experience. Qualifications offered by the ICAEW are widely recognised as leading the field and are held by those who are at the very top of their profession. The ICAEW Diploma in Charity Accounting is no exception."

Peter Gotham, Gotham Erskine LLP and Chairman of the ICAEW Charity & Voluntary Sector Special Interest Group

"The wide choice of assignment topics offered in the course enabled me to address real life issues facing me in my own working environment, making it hugely beneficial not only to my own personal and professional development, but also to my employer."

Marina Phillips ACA, St Joseph's Hospice, Hackney

DIPLOMA IN CHARITY ACCOUNTING



Inspiring confidence, making a difference

The ICAEW Diploma in Charity Accounting (DChA) is a qualification awarded by The Institute of Chartered Accountants in England and Wales (ICAEW) for people who can demonstrate a high level of competence in charity accounting and financial management.

As charities and social enterprises take on broader roles, the competition for funds has increased. There is both regulatory and public pressure on charities to demonstrate accountability and transparency in how they have spent their funds. Recent scandals make it important that impeccable standards of integrity and accountability are applied in all organisations, but particularly in charities and non profit-making concerns, where it is expected that every penny is managed effectively. Holding the ICAEW Diploma in Charity Accounting will enable you to inspire confidence that you have the skills and knowledge to be able to make a real difference to organisations operating in the charity and voluntary sector.

A choice of routes depending on experience

The ICAEW Diploma in Charity Accounting is attainable by two different paths depending on your knowledge and experience: the experience route and the study route. Successful applicants by either route will be awarded the DChA designation, which demonstrates the highest levels of knowledge and expertise within this specialist field.

Recognition of your expertise


The programme is tailored to senior professionals, who are either working for or in the charity sector, or are keen to progress their career in this area. Being awarded with the ICAEW Diploma in Charity Accounting means you have demonstrated a specialist understanding of charity accounting and finance within a strategic, policy and governance context.

A qualification to be proud of

The ICAEW is the largest professional accounting body in Europe, with over 130,000 members. Qualifications offered by the ICAEW, including the Associate of the Institute of Chartered Accountants in England and Wales (ACA), Corporate Finance (CF) and International Financial Reporting Standards (IFRS), are widely recognised as leading the field and held by those who are at the very top of their profession. The ICAEW Diploma in Charity Accounting is no exception.

Connect with sector professionals

In addition to being awarded the ICAEW Diploma, successful applicants will receive up to 12 months free membership to the ICAEW Charity and Voluntary Sector Special Interest Group. This only applies to applicants who are not existing members of the group. Membership will give you access to a range of information, support and networking opportunities with others working in this highly specialist field. To find out more about this group visit www.icaew.com/charity.



“Both charities and charity accounting have changed beyond recognition over the last ten years. This raises unique challenges for those advising and working with charities. The ICAEW diploma identifies those who have the knowledge and experience required to fully understand these challenges and make an effective contribution within the sector.”

Fiona Young, Head of Resources, Tudor Trust

For a limited period, senior professionals in charity accounting and financial management will have the opportunity to have their achievements recognised through the experience route.

EXPERIENCE ROUTE

Your expertise is something to shout about!

If you have specialised in the field of charity finance over many years you will have acquired a comprehensive encyclopaedia of knowledge on the subject enhanced by your practical experience. Now you can gain recognition for these skills from the ICAEW by obtaining the ICAEW Diploma in Charity Accounting and the right to use the designation DChA after your name.

No classes, no formal exams

The experience route involves no tuition or sitting formal exams. You simply complete in your own time an application that details the experience you have in the six topics covered by the study route course: voluntary sector policy; resource management; marketing and fundraising; strategy, diversity and governance; charity accounting, audit and taxation; and voluntary sector financial management. For each question there is an “a” and “b” option relevant to whether you work for a charity or in practice.

Those having experience of both in the last five years can choose which they answer.

If you are highly knowledgeable in some areas but your career path has meant that you lack expertise in others, there will be the opportunity for individuals to take the relevant modules at Cass Business School to broaden their knowledge in these areas and thus meet the standards required to obtain the ICAEW Diploma in Charity Accounting by the experience route.

Who is eligible?

All senior professionals with extensive experience in charity accounting and financial management are eligible to apply. There are no formal qualifications required as a prerequisite to application.

An application pack is downloadable from the website www.icaew.com/charityaccounting. The experience route will only be available until July 2008, but applications can be made at any time until then for assessment at the next panel. The dates of the submission deadlines for each panel will be published in advance on the website.

The study route is a classroom-based postgraduate diploma course provided by Cass Business School. Entry via this route is open to ICAEW members, graduates and individuals who are looking to develop their career in charity accounting. If you are an ICAEW member, you will be eligible for up to 50 credits against the 130-credit programme depending on your experience.

Put theory into practice

The aim of the course is to provide individuals who already have proven accountancy skills with a specialist understanding of charity accounting and financial management, as well as a greater awareness of voluntary sector management and the policy environment. The course is designed with emphasis on its practical application in the workplace, so those who are already employed in the charity accounting sector will be able to apply new strategic skills and environmental knowledge to their day-to-day work throughout the course.

Two well-respected qualifications

Successful candidates will be awarded a Postgraduate Diploma in Charity Accounting and Financial Management from the highly esteemed Cass Business School. You will then be eligible to apply for the ICAEW Diploma in Charity Accounting and with it the entitlement to use the DChA designation after your name.

Credits towards a Masters degree

In addition, the postgraduate diploma can be used as a stepping stone to an MSc in Charity Accounting and Financial Management, involving the completion of a financial management project, or an MSc in Voluntary Sector Management by a taught route. Those successfully completing the Cass Postgraduate Diploma course automatically gain exemption from 130 of the 200 credits required for the Masters degree.



Your decision regarding whether or not to continue your studies and gain your Masters degree will not affect the award of your ICAEW Diploma.

Study the complete picture

The curriculum consists of eight modules, five of which present a comprehensive understanding of the voluntary sector whilst three specialist modules provide in-depth training in charity finance and accounting:

- Introduction to learning
- Voluntary sector policy
- Resource management
- Marketing and fundraising
- Strategy, diversity and governance
- Shadowing/fieldwork exercise
- Advanced charity accounting, audit and taxation
- Voluntary sector financial management

The course requires attendance at Cass Business School, London once a month on Friday afternoon and all day Saturday, and is normally a 12-month programme, starting in October.

However, if you are an ICAEW member and have either qualified within the last five years, or can demonstrate relevant CPD, you will be exempt from the resource management module (30 credits) and you may be able to claim a further 20 credits of the field work requirement. This also means you will attend a shorter course running from April to December.



Fees

EXPERIENCE ROUTE: The fee of £375 + vat is payable to the ICAEW on application.

STUDY ROUTE: The fee for the course is £5,250. All payments are required to be made direct to Cass Business School. For both intakes a deposit of £250 is required to reserve your place on the course once an unconditional offer has been made to you.

For the October intake, the remaining £5,000 is payable at the start of the academic year. For charity employees and self-financing students paying all or part of the fee, the remainder of the fee may be made in two payments of £2,375 and £2,625 in October and April respectively, thus spreading the cost across two budget years.

For the April intake, the remaining £5,000 is payable to the Cass Business School at the start of the course. Charity employees and self-financing students paying all or part of the fee, payment can again be spread over two financial years, with £2,375 payable by 31 March and the balance by 30 April. No exceptions apply and all fees must be paid in full by 30 April.

How to apply

If you are interested in the experience route, the application pack can be downloaded from our website www.icaew.com/charityaccounting.

For registration and application forms for the study route or for more information about the course call +44 (0)20 7040 5114 or email charityapps@city.ac.uk.

Q&A

Q. I work and live outside of London, is the study route course suitable for me?

A. Yes, the course is facilitated in a block taught delivery mode, from Friday afternoon until Saturday evening once a month. From many places in the UK this enables off-peak travel, and hotel rooms are often available locally at a discounted rate on a Friday night if booked in advance. This course is therefore ideal for people from across the country with busy schedules without incurring high travel and accommodation costs.

Q. Can I still take the Study Route course if I am not a chartered accountant?

A. Yes. While you do not gain exemption from the resource management module as chartered accountants do, if you are an appropriately qualified and experienced professional, you are suitable for the course.

OTHER QUALIFICATIONS

Offered by the ICAEW

ACA the qualification for business leaders worldwide

CF the internationally recognised Corporate Finance qualification

IFRS a prestigious learning programme for all involved in international financial reporting

Leadership Essentials the innovative leadership development programme for early career financial professionals

MBA Essentials an exclusive five-day course for business leaders

Diploma in Financial Strategy a masters-level diploma course for senior business professionals in partnership with the University of Oxford

Pathways the ICAEW membership programme for ACCA, CIPFA and CIMA members

For more information on other courses available from the ICAEW, please visit www.icaew.com/learning or call us on +44(0)1908 248 070.

The Institute of Chartered Accountants in England and Wales



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As a world-leading professional accountancy body, the Institute of Chartered Accountants in England and Wales (ICAEW) provides leadership and practical support to over 130,000 members in more than 160 countries, working with government, regulators and industry in order to ensure the highest professional standards are maintained.

Our members provide financial knowledge and guidance based on the highest technical and ethical standards. They are trained to challenge people and organisations to think and act differently, to provide clarity and rigour, and so help create and sustain prosperity. The ICAEW ensures these skills are constantly developed, recognised and valued.

Because of us, people can do business with confidence.



Cass Business School
City of London

Cass Business School is one of Europe's leading providers of business and management education, consultancy and research. It is located on the doorstep of the City of London, one of the world's foremost business and financial centres, and their reputation attracts students and faculty from around the world.

The Centre for Charity Effectiveness is part of Cass Business School and aims to increase the effectiveness and achievement of voluntary and community organisations, their staff and volunteers by offering a range of courses, conferences and consultancy.



Global Accounting Alliance

The Institute is a founder member of the Global Accounting Alliance, a body that represents over 700,000 of the world's leading professional accountants and promotes quality professional services, shares information, and collaborates on important international issues.

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