



# CIMA courses

January – June 2024



## Welcome to Reed Business School

We provide the very highest standard of professional accountancy training for you to achieve your goals.

Our courses are designed for face to face teaching and our recommendation is students attend face to face. If there are exceptional circumstances, the course may be delivered as live online. If a student is unable to attend face to face, please contact us to make arrangements to attend remotely.

Benefits of attending Reed Business School courses are:

- Dedicated, experienced tutors who are subject specialists, will support you through your studies
- Nestled within the heart of the Cotswolds, our school is the perfect setting for success
- Small classroom based learning with like-minded peers to share your studies with
- Courses are recorded live for you to refresh and replay, for revision and to consolidate learning
- A relaxing and friendly environment for you to concentrate on your studies
- Residential options for those who do not live locally, or want to take the advantage to use the valuable time whilst staying at the Business School to continue your studies with no domestic, travel or other distractions

“ I can't fault Reed Business School at all. It's a great experience every time, I've passed every paper first time, and the staff are all excellent.

– Ashley Andrews, CIMA Student

## CIMA

Reed Business School is an established CIMA tuition provider with a long history of delivering excellent results. We structure each level of the qualification based on over 50 years in the business, while giving you the flexibility to complete modules at your own pace. Plus:

- Computer Based Exam (CBE) centre for all CIMA exams
- No pass free resit guarantee



# Wherever you are in your journey to becoming CIMA qualified, Reed Business School has the right pathway for you.

If you already have some qualifications, you may be able to skip ahead, or join us for the modules you feel you need extra support on – take a look at possible starting points below:

## 1 Certificate

No qualifications or experience required. An entry-level course designed to build fundamental accountancy knowledge.

Aimed at individuals already in a financial role, as well as school leavers and those looking for a career change.

**4 exams**

## 2 Operational

The Operational is the first level and focuses on the short term and the implementation of decisions. Students will be able to work with others in the organisation and use appropriate data and technology to translate medium term decisions into short term actionable plans.

After successfully completing this level, students will receive the CIMA Diploma in Management Accounting (CIMA Dip MA).

**3 Objective Test papers  
+ 1 case study**

## 3 Management

The Management is the second level and focuses on translating long term decisions into medium term plans. Candidates will be able to use data and relevant technology to manage organisational and individual performance, allocate resources to implement decisions; monitor and report implementation of decisions; as well as prepare and interpret financial statements to show performance.

On completion, you receive the CIMA Advanced Diploma in Management Accounting (CIMA Adv Dip MA).

**3 Objective Test papers  
+ 1 case study**

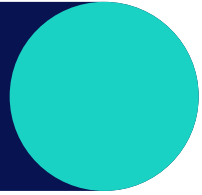
## 4 Strategic

The Strategic is the third level and focuses on long term strategic decision making. Candidates will be able to support organisational leaders to craft strategy; evaluate and manage risks that might prevent organisations from successfully implementing strategy; value organisations; and source financial resources required to implement strategy.

**3 Objective Test papers  
+ 1 case study**

On successful completion of the practical experience requirements, students will be admitted to associate membership and granted the associate chartered management accountant (ACMA) and Chartered Global Management Accountant (CGMA) designations.

# CIMA Certificate in business accounting



## Achieve an accounting qualification within one year

The Certificate in Business Accounting is a qualification that provides a varied and solid business foundation. It also provides a pathway straight into the CIMA Professional Qualification. The Certificate gives a grounding in the basics of business and accounting. Its aim is to ensure an understanding of the principles of book-keeping, budgeting and preparing management and financial accounts. It also examines how formal business relationships between organisations are established and the economic environment in which organisations operate.

The courses are assessed by Computer Based Exam (CBE) which can be sat at Reed Business School or at a Pearson VUE centre.

Paper No.	Exam Duration	Subject
BA1	2 hrs	Fundamentals of Business Economics
BA2	2 hrs	Fundamentals of Management Accounting
BA3	2 hrs	Fundamentals of Financial Accounting
BA4	2 hrs	Fundamentals of Ethics, Corporate Governance & Business Law



25% discount  
when booking  
on 3 papers.



## Tuition

For 2025, CIMA course will be offered via our On Demand Service, and supported by our team of course specialists. This enables students who do not receive study leave to attend courses. Each module is planned over an approximate 10-week period, therefore all papers can be completed within 12 months.

Modules can be sat in any order and students can start the course at any point in the year.

### We provide:

- Kaplan study material in hard copy and digital formats
- Study manual
- Revision question bank
- Course notes
- Access to tutor support via email outside of the class
- On-line practice mock exams with the facility to take as open book to aid learning and/or timed for real exam preparation

Student material will be provided on day one of the course. If you would like the study materials posted to you in advance, please indicate on your enrolment.

You will be provided with CIMA Aptitude practice exams in CBE format to practice questions as part of your home study.

## Free exam resit

We are fully confident that our Certificate in Business Accounting training programme will ensure your success. We are willing to offer any student who is unsuccessful at their exam, a free Computer Based Exam (CBE).

To qualify, students need to have attended all full days of the relevant course, provide evidence of their Pearson exam failure certificate, have sat exam within four weeks from the course end date, and submitted evidence of a free resit voucher within six weeks of the course end date.

Students will then be eligible for one free resit per student, with full access to the Teams platform and all course recordings for their revision. This can either be taken at Reed Business School or if booking at a Pearson Centre, Reed will reimburse the cost of the exam fee upon providing sufficient evidence of exam booking.



# CIMA full qualification



Our short courses for each Objective Test (OT) paper are scheduled predominantly over weekends each course lasting between 3 and 6 days.

The courses cover the CIMA learning outcomes, providing you with a structure and clear objectives to equip you to secure a pass.

## We provide:

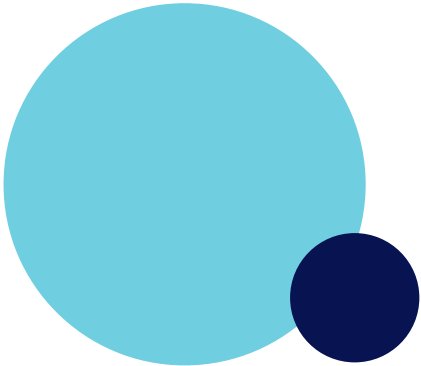
- Kaplan Study manual
- Kaplan Revision question bank
- Course notes
- Revision cards
- CIMA Aptitude on-line CBE exam practice
- Course Assessment
- Access to your tutor via your subject Team

Student material will be provided on day one of the course. If you would like the study materials posted to you in advance, please indicate on your enrolment.

## Our timetable

We timetable our courses to enable students to focus on one paper at a time, typically following a rolling 12-month study programme to complete one round of Objective Test papers and Case Study exam. The individual duration of each course reflects the complexities of the modules syllabus.

Students are provided the opportunity to sit their Computer Based Exam (CBE) sessions that can be booked directly with us.



## Integrated Case Study papers

Our Operational, Management and Strategic case studies are scheduled shortly before the exam week, to ensure learnt knowledge remains fresh. These courses are designed to suit students who wish to wholly submerge themselves in their studies and practice Case Study style examinations.

Practice exam scripts, taken during the course, are marked by the course tutor, who provides individual feedback on areas requiring improvement.

Pre-seen materials are released to you approximately seven weeks before your Case Study exam and can be found through your 'MyCIMA' access. We will provide you with a tutor-led walkthrough of these materials, ensuring you pick up all of the relevant information and can consider the relevant technical aspects which may come up in the exam.

Over the course you will undertake pre-seen analysis and work through some practice exercises to help develop the appropriate skills for the exam. A minimum of two mocks will be set and marked by your tutor providing feedback.

### All our Case Study courses include:

- A detailed introduction to the exam
- Pre-seen analysis
- Full set of materials, including case study guidance
- A guide to exam planning, time management, and prioritisation
- Practice exams marked by the tutor with detailed individual guidance on how to improve your performance





## **Free exam resit (Objective Test papers)**

We are fully confident that our CIMA Professional training programme will ensure your success. We are willing to offer any student who is unsuccessful at their exam, a free Computer Based Exam (CBE) attempt at a date by arrangement.

To qualify, students need to have attended all full days of the relevant course, provide evidence of their Pearson exam failure certificate, have sat exam within four weeks from the course end date, and submitted evidence of a free resit voucher within six weeks of the course end date.

To qualify, students need to have attended all full days of the relevant course and provide evidence of their Pearson exam failure certificate. Students will then be eligible for one free resit per student per paper, with full access to the Teams platform and all course recordings for their revision. This can either be taken at Reed Business School or if booking at a Pearson Centre, Reed will reimburse the cost of the exam fee upon providing sufficient evidence of exam booking.

## **No pass free resit integrated case study subjects**

For students that have not been successful at their case study exam, we will offer free support for the next sitting of the same pre-seen. Therefore, for those sitting a case study course with us with an exam in May this will be an August resit and for those sitting the case study course with us and an exam in November this will be the following February. Full access to the Teams platform and course recordings will be available for revision.

### **To qualify for the no pass free resit offer, students need to:**

- Sat all course exams under exam conditions and scored a minimum of 50% in the final mock
- Exam fees are not included
- One free course will be provided and is only applicable to the case study subject as attended in full and not passed
- The free retake course is non transferable

## Learn in the way that's right for you

We understand that some people are very committed to their studies and are able to undertake several papers at once, while others prefer a slower and more balanced approach. Our On Demand facilitates that balanced approach, with full tutor guidance and support.

## Investing in the right technology

We are an established tuition provider with the latest teaching and learning facilities.

### Instant access

Every teaching session is recorded and saved to the subject Team.

### Immediate online student feedback

Using automated feedback forms allows students to have a voice and help enhance the learning experience by being able to submit their feedback easily throughout the course.

### Mock exams

We've always been advocates of mock exams, and these will be managed all in one place, improving the student experience.

### Regular assignment monitoring

We've implemented day to day assignments for certain modules to allow greater insight on student progress.

### Collaboration

All communication with your tutor is via Teams – providing a full audit record with useful additional resources easily shared.

### Student communication

The Teams app enables instant messaging and allows Tutors and staff to respond to queries quickly.

## Tutors

You will be supported every step of the way by our professional tutors. You will have digital copies of all your materials, practice exams and tutor de-brief.



## **Benefits of training at Reed**

Our small class sizes give you the best chance of passing your exams. This approach means our pass rates are consistently above the national average.

Students can also spend time together through the Teams platform, it's a great way to connect with other professionals and support each other.

Our dedicated team of tutors are all experts in their subject and teach equivalent papers to a high level. Your subject tutor can be contacted via your Team chat in and out of class.

- Specialist tutor team giving excellent pass rates
- No pass free resit
- Flexibility to study when is best suited to you

Our school in the heart of the Cotswolds offers premium residential facilities, enabling students to avoid daily commuting, with all meals provided.

Students can attend on either a residential or non-residential basis.

## **Computer Based Exams (CBE)**

CIMA is working in partnership with Pearson VUE to host both the objective test and integrated case study exams at their centres throughout the country. Reed Business School is a closed Pearson VUE test centre and we will provide the option to our students to sit their exam with us. Please contact us for availability.

## **Student registration**

Please note that you must have registered with CIMA and received your CIMA contact I.D. before you can book on a Computer Based Exam (CBE). Details of how to register:

<https://www.cimaglobal.com/Starting-CIMA/Starting-CIMA/Registration/Student-Registration/>





## Residential options

The Business School provides optional residential facilities giving students an ideal chance to get away from distractions and domestic chores and use the time to concentrate on studies when attending our courses.

We have 10 properties within a few minutes walk from The Manor offering a range of twin, single and premium en-suite rooms to meet your budget.

Rooms are serviced daily and all meals (breakfast, lunch and evening meal) are included within the fee. Our head chef receives superb reviews and offers a range of choices to suit your requirements.

Our premium rooms are single/double rooms for single occupancy with ensuite facilities and are of a higher standard to our shared and standard single rooms. These are limited and are allocated on a first come first served basis so you need to book up early to secure one of our high standard premium rooms.

### **Residential fees**

Rooms are priced from £68.40 (including VAT).

Residential options are subject to availability.

### **Accommodation booking form**

[www.reedbusinessschool.co.uk/cima](http://www.reedbusinessschool.co.uk/cima)



# Reed Business School



Terms & Conditions  
[www.reedbusinessschool.co.uk/terms-and-conditions](http://www.reedbusinessschool.co.uk/terms-and-conditions)

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Premium Learning Partner

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