

APT PROFESSIONAL COMPETENCE DEVELOPMENT PROGRAMME COURSE (APT)

Overview

The APC is an assessment of professional competence and focuses on the integration of technical skills within 'real life' circumstances, on pervasive skills such as communication, on understanding the 'big picture' (the business and the environment in which the business operates) and on strategy, risk management and governance. The APC examination will assess professional competence to the extent possible in a written examination and has been very carefully designed to do so.

Entry Requirements to write APC Examination

- Candidates must have passed the ITC, be a full CIMA or ACCA member in good standing;
- Candidates must have completed 20 months of a contract within the month of December in which the examination is written with an ICAZ accredited training office (ITC and ACCA candidates only);
- Candidates must have successfully completed the professional development programme;
- Candidates who are writing the ITC in January or June 2024 should still register by our closing date for registration of the 22nd of March 2024.
- Candidates writing the June ITC may withdraw from the programme within 10 days before writing the ITC and catch up after exams.

APT APC Professional Competence Development Programme Course

Please be advised that Accounting Professional Training (APT) will run the Professional Competence Development Course. The programme study workshops to start on the 25th of March 2024, which will be done online and physically.

Objectives

The primary objective of the course is to develop the professional competence of candidates to a level appropriate for new entrants to the Chartered Accountancy profession. The course will also equip students with new professional skills.

Why should 2024 Candidates do the course?

Firstly, the course is compulsory and is an entry requirement to write APC. Students are required to attend the Workshops, participate throughout the course, write and pass the assessments for them to be eligible to write the APC Examination.

Secondly, studying for an exam while working a full day is extremely onerous. The course provides candidates with the motivation and structure to ensure that they cover the necessary material.

Programme Study Methodology and Structure

APT will offer the course on-line and some lectures physically. The programme will allow candidates the flexibility of studying in their own time and completing work or submitting assignments within a scheduled time frame rather than on a fixed date. Candidates will be able

to access APT on-line facilities at any time, will have access through the new learning platform. The programme will incorporate a tracking system which will enable individual candidates to monitor their own progress on the programme and their competency development. The programme is comprised of seven Modules.

Distribution of Course Material

Course material will be made available online on APT once registered. Additional course material will as well be made available online on APT during the course of the programme. There would also be On Line downloadable material and videos which could be made available on LMS – these would be available..

Exams/Assessments and requirements to pass the programme

Passing of the assessments is the entry requirement to APC Examination. In order to pass the APT programme, candidates will be required to pass two assessment examinations;

- Both assessment examinations fully simulate the APC and are written under full examinations conditions.
- The first examination date is set as per the course timetable. Candidates will receive guidance prior to this examination. Candidates will also be required to complete a series of short on-line assessments during the course tenure in order to assist their development and assess their progress and, thereby, to gain entry to this examination.

- Candidates are required to pass the first examination in order to progress to the second. Candidates who fail the final assessment will be provided with further guidance and will be required to write supplementary examination.
- The final examination date is Wednesday 28 August 2024.
- Candidates who fail this examination will be allowed to write supplementary examination.
- There is no minimum mark required for a supplementary examination.

Candidates are graded as either “competent” or not and candidates who do not achieve “competence” will be required to sit for the supplementary examination. The assessments are written under examination conditions at stipulated centers. Candidates will complete multidisciplinary single-integrated case studies based on a real-life scenario.

Candidates will:

- Receive scenario information several days before the examination;
- Research additional information and consult where necessary, during this time, based on triggers embedded in the pre-released scenario;
- Received additional scenario information together with the requirements on the day of the examination;
- Have a whole working day in order to complete their solutions, although the intention is that the examination remains an 8-hour examination;

Be assessed according to competence demonstrated in their solutions as opposed to receiving marks for specific points.

The programme also includes two Self-Assessment Case Studies which may be written at home.

On completion of the professional development programme, successful candidates will be awarded a certificate which will entitle them to write the APC.

Registration Information:

Students will be required to register with both APT direct (On-Line) and with ICAZ (to complete the ICAZ course application form online) **by the 22nd of MARCH 2024**. The online programme will allow candidates the flexibility of studying in their own time and completing work or submitting assignments within a scheduled time frame. Students will be able to access APT online facilities at any time.

Different categories of candidate

First Time Candidates who have already passed the ITC

The majority of Candidates eligible to write the 2024 APC are those who;

- (a) have passed the ITC before our Programme commences;
- (b) will have completed 20 months of traineeship by the day before the APC; and

(c) have not previously completed an APC Programme.

These Candidates simply must complete an APC Programme in 2024 and will expect to pass the Programme and write the APC in December.

Candidates who will be writing the ITC in January 2024

Candidates who will be writing the ITC in January and/or June 2024 and who will have completed 20 month's traineeship by the day before the APC should register for the 2024 Programme before the Programme commences (Closing date the 22nd of March 2024).

Candidates who wrote the ITC in January 2024 should receive their results by the 5th of April 2024.

Candidates who fail the January ITC should remain registered for the programme as they would be able to rewrite the ITC in June (See below: "Candidates writing the ITC in June 2024").

They should, however, focus on the ITC until June and would also not become liable for Programme Fees until they have written the June ITC (See below).

Catchup Programme Candidates who will be writing the ITC in June 2024

Candidates who will be writing the ITC in June 2024 and will have completed 20 month's traineeship by the day before the exam should still register for the 2024 Programme before the Programme commences (Closing date 22nd of March 2024).

The ITC is scheduled for the 26th and 27th of June 2024. Candidates may withdraw from the programme within 10 days after writing the ITC.

The June ITC results release date is yet to be advised.

Candidates who Pass the ITC will continue with the Programme and:

- ✚ Become liable for the Programme Fees.
- ✚ Will be required to write both Assessment 3 and Supplementary Assessment3 .
- ✚ Will be eligible to write the APC in December provided that they Pass both the June ITC and the APT Programme.

Candidates who Fail the ITC will be required to withdraw from the Programme as they will not be able to write the 2024 APC.

CIMA Candidates (Zimbabwe)

CIMA Candidates wishing to convert from CIMA to ICAZ are treated as First Time Candidates and would become Catchup Candidates if they have pending CIMA Exams.

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APT also offers specific Technical Interventions in subjects where we believe CIMA Candidates may have technical weaknesses.

On-line registration with APT is open and all students are expected to have been registered on the ICAZ website before they register with APT.

ICAZ REGISTRATION

[Join Now APT \(icaaz.org.zw\)](http://www.icaaz.org.zw)

Conclusion

The APT Professional Competence programme seeks to develop the professional competence expected of a Chartered Accountant upon entry into the profession and will offer the best possible chance of passing the APC examination.

ICAZ Education Team
February 2024