



# CFAB / ACA (ICAEW)

Classroom Timetable and  
Overview Planner 2025  
London



Version 9.0 Information last updated 20th November 2024

Please note: Information and dates in this timetable are subject to change.

# ACA Course Information (Current ACA Syllabus)

This timetable details the courses that our centre is offering for the ACA exams.

Certificate Level	
AC	Accounting
AS	Assurance
BTF	Business Technology & Finance
PTX	Principles of Taxation
MI	Management Information
LAW	Law
EPA	End Point Assessment (1)

Learners starting ACA Certificate from September 2024 will study the new ACA syllabus. Please refer to the 'Next Generation ACA Certificate Level Timetable' for more details.

Professional & Advanced Level courses on current syllabus will continue to run throughout 2025.

Professional Level	
FAR	Financial Accounting and Reporting IFRS (2)
AA	Audit & Assurance
TC	Tax Compliance
FM	Financial Management
BST	Business Strategy & Technology
BPT	Business Planning: Taxation (3)
BPB	Business Planning: Banking (3)
BPI	Business Planning: Insurance (3)

Advanced Level	
CR	Corporate Reporting
SBM	Strategic Business Management
ACS	Advanced Case Study (4)

(1) The EPA is a requirement of the Level 4 Apprenticeship and applies to apprentice learners only - more details on this can be viewed [here](#).

(2) FAR can only be taken under IFRS. All Kaplan FAR learners will receive complimentary access to our UK GAAP conversion course.

(3) Business Planning can be sat under either the Taxation, Banking or Insurance variant. Only a learner with a workplace specialisation of Banking or Insurance should undertake the BPB or BPI exams - more details on this can be found [here](#). (4) A learner may not attempt the Case Study until they have attempted all other exams. A learner can sit all three Advanced Level assessments at the same session and still comply with this rule. A learner may not attempt the Case Study until they have completed all but their last year of approved training by the end of the month in which the assessment is held.



Please contact us using the details below to make a course booking on the timetable dates  
**0161 259 7400** [studentservices@kaplan.co.uk](mailto:studentservices@kaplan.co.uk) [www.kaplan.co.uk/courses/aca-icaew](http://www.kaplan.co.uk/courses/aca-icaew)

# Kaplan Pathway Options (Current ACA Syllabus)

Pathway	Certificate Level	Professional Sitting 1	Professional Sitting 2	Professional Sitting 3	Advanced Sitting 1	Advanced Sitting 2
3:3 Professional & Intense Advanced	First 4–6 months of study	FAR/AA/TC	FM/BST/BP	–	CR/SBM/ACS	–
3:3 Professional & Decoupled Advanced	First 4–6 months of study	FAR/AA/TC	FM/BST/BP	–	CR/SBM	ACS
2:2:2 Professional & Intense Advanced	First 4–6 months of study	FAR/AA	TC/FM	BST/BP	CR/SBM/ACS	–
2:2:2 Professional & Decoupled Advanced	First 4–6 months of study	FAR/AA	TC/FM	BST/BP	CR/SBM	ACS

If your preferred pathway is not available at your chosen Kaplan training location we will be able to provide your preferred pathway via our [Live Online ACA course offering](#).

Our Advanced Case Study Resit Courses are designed to allow learners to understand where their exam technique went wrong and show them how to improve it. To find out more about our Advanced Case Study Resit Courses please click [here](#).

Learners studying Certificate Level must sit their exam in the same calendar year as their course of study. If the exam is sat in a different calendar year, updated study materials will be required.

Please ensure you study BPT **at the same time or after** TC as there is assumed knowledge from TC included within the BPT syllabus.



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# Kaplan's ACA Course Durations 2025 (Current ACA Syllabus)

Certificate Days			
Subject	Tutor-Led	OnDemand	Total
AC	7		7
AS	3		3
LAW		3	3
BTF		3	3
PTX	4		4
MI	4		4

Learners starting ACA Certificate from September 2024 will study the new ACA syllabus. Please refer to the 'Next Generation ACA Certificate Level Timetable' for more details.

Live Online Course Times	
Weekday	09.00 – 16.30 (UK Time)

First time learners must study and attend the Tuition and Exam Preparation phases of the course. Individual phases of the course cannot be booked in isolation.

Professional Days				
Subject	Tuition		Exam Prep	Total
	Tutor-Led	Personalised	Tutor-Led	
FAR	6	2	4	12
AA	3	1	3	7
TC	6	2	3	11
FM	5	1	3	9
BST	3	1	3	7
BPT	5	3	4	12
BPB	5	3	4	12
BPI	5	3	4	12

Advanced Days				
Subject	Tuition		Exam Prep	Total
	Tutor-Led	Personalised	Tutor-Led	
CR	5	2	4	11
SBM	3	1	3	7
ACS	5	0	5	10

**Please note** that for evening and Live Online courses, one session equates to half a day.



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# Kaplan's ACA Next Generation Certificate Course Durations 2025

Subject	Tutor-Led	Focus Day**	OnDemand	Total
Accounting Fundamentals (AF)	7	1		8
Assurance and Risk Fundamentals (ARF)	3	1		4
Tax Fundamentals (TF)*	5	1		6
Business Law (BL)***			4	4
Business Insight and Performance (BIP)	5	1		6
Sustainability and Ethics (SE)***			4	4

\* Please note: The Tax Fundamentals (TF) exam will not be available until 1st December 2025. Learners who wish to study Tax Fundamentals between September and December 2025 should instead complete the Principles of Tax (PTX) exam. PTX follows the current syllabus and can be taken as an alternative to TF.

\*\* A Focus Day is a scheduled day within the course for consolidating knowledge and reinforcing learning, with content and pace tailored to individual learners.

\*\*\* It is recommended to study the four tutor-led Certificate papers from September to December. The remaining two papers, Business Law (BL) and Sustainability and Ethics (SE), should be studied OnDemand during January and February. Learners who prefer a more intensive study schedule may choose to study one or both of Business Law and Sustainability and Ethics alongside Taxation Fundamentals (TF) and Business Insight and Performance (BIP).

Classroom Course Times	
Weekday	09.00–16.30 (UK Time)



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## London Certificate Level Current Syllabus - 2025

		January					February					March					May																															
Week commencing:		6th			13th		3rd			10th		17th			10th			24th		19th																												
Subject	Option	6	7	8	9	10	13	14	15	16	17	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	10	11	12	13	14	24	25	26	27	28	19	20	21	22	23							
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F		
<b>January Start</b>																																																
Accounting (AC)		T	T	T	T	T																																										
Assurance (AS)							T	T	T																																							
Principles of Tax (PTX)																																																
Management Information (MI)																																																
<b>February Start</b>																																																
Accounting (AC)												T	T	T	T	T	T	T																														
Assurance (AS)																																																
Principles of Tax (PTX)																																																
Management Information (MI)																																																

		May					June					July																													
Week commencing:		12th			19th		16th			21st		12th			19th		26th																								
Subject	Option	12	13	14	15	16	19	20	21	22	23	16	17	18	19	20	21	22	23	24	25	12	13	14	15	16	19	20	21	22	23	24	25								
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
<b>May Start</b>																																									
Accounting (AC)		T	T	T	T	T	T	T																																	
Assurance (AS)																																									
Principles of Tax (PTX)																																									
Management Information (MI)																																									

## London Certificate Level Next Generation Syllabus - 2025

		September										October			November																										
Week commencing:		8th			15th			22nd				29th			3rd			10th				17th																			
Subject	Option	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	1	2	3	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21					
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
<b>September Start</b>																																									
Accounting Fundamentals (AF)	Option 1	T	T	T			F	T	T	T	T	T																													
Assurance & Risk Fundamentals (ARF)	Option 1																																								
Accounting Fundamentals (AF)	Option 2																																								
Assurance & Risk Fundamentals (ARF)	Option 2																																								
Accounting Fundamentals (AF)	Option 3																																								
Assurance & Risk Fundamentals (ARF)	Option 3																																								
Principles of Tax (PTX)																																									
Business Insight & Performance (BIP)																																									

T Tuition    
 F Focus Day \*

\* A Focus Day is a scheduled day within the course for consolidating knowledge and reinforcing learning, with content and pace tailored to individual learners. There will not be a live session on these dates. It is essential that you work through the content of the Focus Day before the next classroom course date detailed on the timetable.

**Please note:** The Tax Fundamentals (TF) exam will not be available until 1st December 2025. Learners who wish to study Tax Fundamentals between September and December 2025 should instead complete the Principles of Tax (PTX) exam. PTX follows the current syllabus and can be taken as an alternative to TF.

ACA Certificate exams are computer-based. **We recommend sitting your exam 2 weeks after the course finishes.** To book your exam please contact Kaplan Student Services or your employer (in cases where exams are booked centrally).

There are three study methods available: Classroom (dates shown above), Live Online or OnDemand

The above timetable indicates that learners will attend four Certificate papers from September to December. It is recommended that the remaining two papers, Business Law (BL) and Sustainability and Ethics (SE), be studied OnDemand during January and February. Learners who wish to study more intensively could choose to study one or both of BL and SE alongside Principles of Tax (PTX) and Business Insight and Performance (BIP).









## London Professional Level - December 2025

		July					August										September										October																			
Week commencing:		28th					11th					18th					25th					8th					15th					22nd					29th					6th				
Study Combinations		28	29	30	31	1	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	1	2	3	6	7	8	9	10
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
<b>3:3 Approach</b> (already completed Certificate)																																														
FAR/AA/TC												T	T	T	T	T	T	T	T	T	T																					T	T	T	T	T
BPT/BST/FM												T	T	T			T	T	T	T																						T	T	T	T	T
Exempt BST												T	T	T			T	T	T	T																						T	T	T	T	T
Exempt FM												T	T	T	T						T																					T	T			
Exempt BST/FM												T	T	T							T																					T	T			
<b>2:2:2 Approach</b> (incorporating Certificate)																																														
FAR/AA																																														
PTX/MI/TC/FM																																														
PTX/TC																																														
MI/FM																																														
LW/BTF/BPT/BST																																														
BPT																																														
BST																																														

		October										November										Dec																	
Week commencing:		13th					20th					3rd					10th					24th					1st					8th							
Study Combinations		13	14	15	16	17	20	21	22	23	24	3	4	5	6	7	10	11	12	13	14	24	25	26	27	28	1	2	3	4	5	8	9	10					
		M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
<b>3:3 Approach</b> (already completed Certificate) - <i>continued</i>																																							
FAR/AA/TC												T	T	T	T	T											EP	EP	EP	EP	EP	EP	EP	EP	EP	EP	E	E	
BPT/BST/FM																											EP	EP	EP	EP	EP	EP	EP	EP	EP	EP		E	E
<b>2:2:2 Approach</b> (incorporating Certificate) - <i>continued</i>																																							
FAR/AA																											EP	EP	EP	EP	EP	EP	EP	EP	EP	EP	E		
FAR																											EP	EP	EP	EP	EP	EP	EP	EP	EP	EP	E		
AA																											EP	EP	EP	EP	EP	EP	EP	EP	EP	EP	E		
PTX/MI/TC/FM																																							
PTX/TC																																							
MI/FM																																							
LW/BTF/BPT/BST																																							
BPT																																							
BST																																							

<span style="background-color: #90EE90; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Tuition - Certificate Level	<span style="background-color: #8A2BE2; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Exam Preparation
<span style="background-color: #ADD8E6; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Tuition - Professional Level	<span style="background-color: #FF0000; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Real Exam
<span style="background-color: #FFD700; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Tuition - Personalised *		
<span style="background-color: #FFA07A; border: 1px solid black; display: inline-block; width: 10px; height: 10px;"></span>	Live Online/Exam **		

\* Personalised days are studied flexibly online and there will not be a live session on these dates. The timetable dates provided for personalised days are indicative only. You ultimately have the flexibility to complete your personalised study in the period between the preceding and next classroom course dates as shown on the timetable.

**Please note** the date of the AA Personalised Day during Tuition Phase 1 of the FAR/AA/TC course will be confirmed at a later date.

\*\* This day consists of an online teaching session in the morning, followed by a course exam in the afternoon.

**Please note** the dates of the FAR/AA/TC Live Online/Exam days will be confirmed at a later date.

There are three study methods available: Classroom (dates shown above), Live Online or OnDemand.

A complimentary Data & IT module available on MyKaplan will enhance your Professional & Advanced Level Studies.



