

Ch.E. - CHARTERED ECONOMISTS EXEMPTION POLICY

This exemption policy is designed to facilitate students gaining a professional qualification. An exemption is awarded when a member is deemed to have covered the syllabus of any Ch.E. module in the course of completing an external qualification which has been assessed using a technique and an academic standard comparable with those applied to the Ch.E. module.

ACCE is not able to confirm your eligibility for exemptions until you have fully registered as a student.

Once you register for a module or take an exam, exemptions cannot be granted. Therefore, you must apply for exemptions before you register for or begin studying for your new qualification.

If you have gained additional qualifications after registering as a student, you may be eligible to claim further exemptions, which you can apply at anytime.

Please contact ACCE office for further information.

Note that established exemptions (*refer to next page*) must still be applied for before they can be officially awarded to any individual. Please allow 2 weeks for processing of completed exemption applications.

The Admission Board does not award exemptions for exemptions.

Where exemptions are awarded, a fee for the exemption(s) will be charged; please find information on the current fees. Qualifications that have not yet been assessed or awarded Ch.E. exemptions are considered on a case-by-case basis. To qualify for an exemption there must be an **80%** match between the qualification syllabus and that of the Ch.E. module in question. Assessment methods applied in the original qualification may be considered as part of the exemptions.

Documentation Required

- Exemption application form;
- Original or certified student transcript with grades obtained;
- Detailed syllabus of all relevant module(s) which appear on the transcript;
- Structure of the qualification including which modules were compulsory and which were optional;
- Assessment methods including pass mark and contribution to overall result from different methods of assessment;

Transcripts provided must be in English or accompanied by a translation verified by the awarding body. Your notification of exemptions granted will also outline fees due to secure exemptions and the timeframe within which they must be registered and paid for.

Each applicant is expected to complete payment of the exemption fees within the stipulated date to have the exemptions fully granted and also have your information on our professional examination files.

Exemptions offered can change or be withdrawn without notice if payments is not received on the stipulated date.

Exemptions are added to your record when fees are paid fully.

Please Note:

- Exemptions are only awarded at the discretion of International Board of Standards; there is **no** automatic entitlement to exemptions;
- Part I & II exemptions are not available to academic qualifications gained **ten (10)** or more years ago;
- If you do not accept an exemption and then fail the relevant ACCE exam, you cannot re-claim the original exemptions;
- No exemption is available at the final specialization levels.

ESTABLISH EXEMPTION

Professional Examination Levels	Completed Qualification / Modules	Exemptions Entitled
Fundamental Level	First Degree	√ √
Associate Part I	First Degree in Economics and Business	X √
Associate Part II	Postgraduate Qualifications in Business & Economics	X √
Associate Part III	Exemptions are partially granted	X √

Note:

- √ √ granted fully
- X √ granted partially
- X X Not available