



*1st CIMA Tuition Provider in the Caucasus Region  
recognized by the Chartered Institute of  
Management Accountants (CIMA)*

# CIMA Qualification preparatory course details

## November 2011 Session



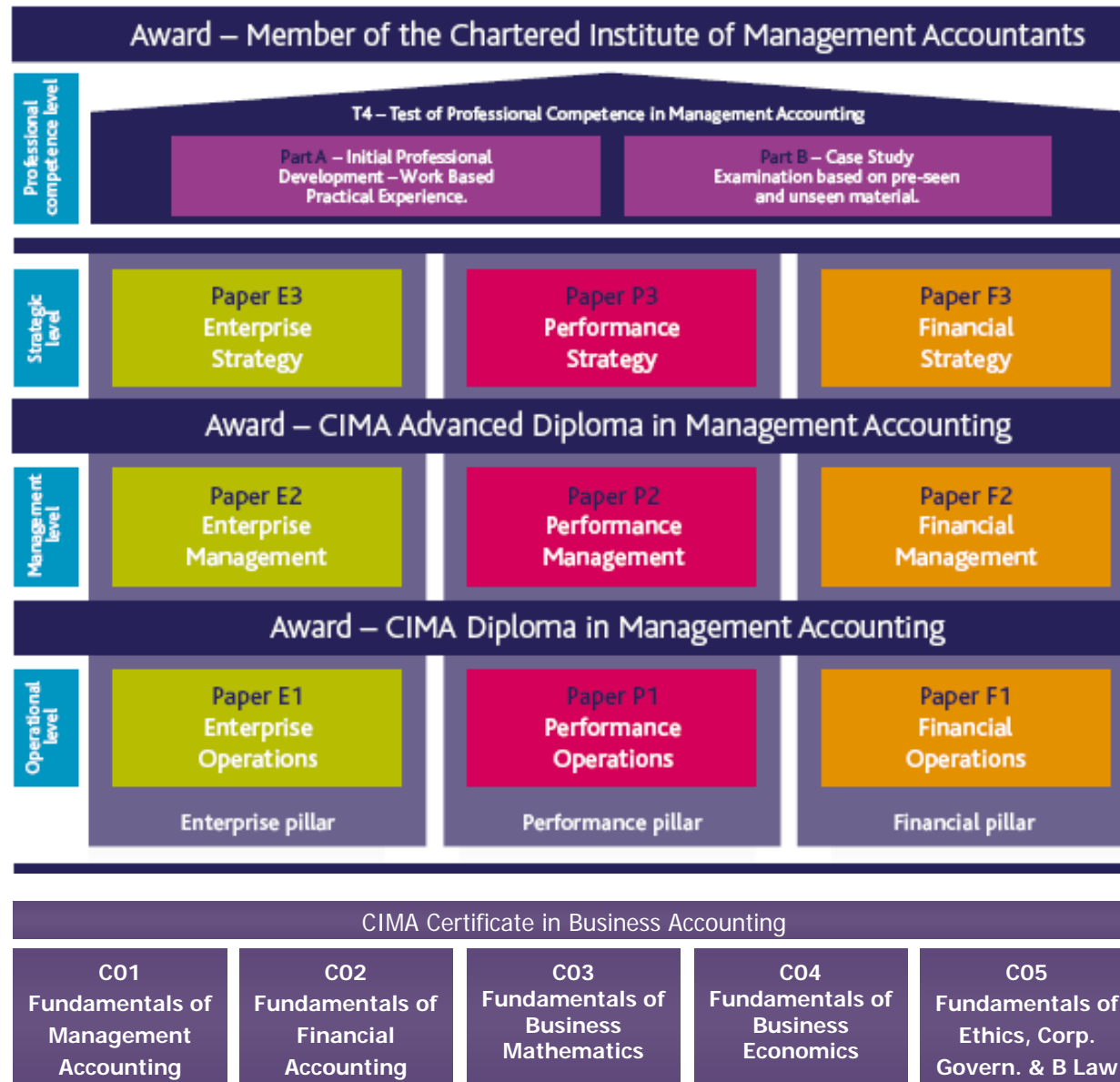
**CIMA**  
LISTED COURSE PROVIDER



This Brochure is designed to provide CIMA students & other interested parties with full range of information about activities of GRBS<sup>®</sup> Tuition Center as the CIMA Tuition Provider.

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# CIMA Qualification Structure



Course Name	Course Dates for 2011		Schedule	Course Time	Mock Exam Date	Total Duration (hrs)	Course Fee*
	Start Date	End Date					
C01 FMA	Sep 24	Dec 03	Every Saturday	09:30-13:30	May 07	44	550
C02 FFA	July 23	Oct 08	Every Saturday	14:00-18:00	May 08	48	620
C03 FBM	Sept 08	Dec 13	Every Tuesday & Friday	19:00-21:00	May 06	44	600
C04 FBE	Sep 26	Dec 16	Every Monday and Wednesday	19:00-11:00	Sept 18	44	600
C05 FBLW	July 08	Sept 23	Every Tuesday & Friday	19:00-21:00	Sept 13	40	550

\* Certificate Level Courses include face to face tuition and consultation till exam date, provision of full package CIMA-approved study materials, 2-4 progress tests and mock exam and refreshment breaks.

The fees are listed in AZN (VAT exclusive).

## Certificate in Business Accounting Exams – Computer Based Assessment (CBA)

*No more deadlines to entry CIMA Certificate Level exams!*

GRBS® being officially licensed by CIMA to organise and administer CBAs is pleased to invite you all to sit CIMA Certificate Level (Papers C01-C05) exams at GRBS® CBA Center.

You can take your CBE at GRBS® CBA Center and schedule a suitable CBA dates especially for you. For more information please see page 14.

## ADVANTAGES

### 30% Theory + 70% Practice

CIMA Certificate Level courses are taught via Block Courses. Block courses include both 30% Taught and 70% Revision sessions which has proven to be methodically more effective.

### Full package of CIMA-approved study materials for FREE

Block Courses comprise the full package of CIMA-approved study materials for free (56 AZN *Study Text*, 28 AZN *Practice and Revision Kit*, 56 AZN *i-Pass CD*).

### Suitable schedule for...

Specially designed course schedule is suitable for those who have time for long term tuition and wants to prepare for Certificate Level.

### Exam Focus

Exam Focus practice session will help you to pass your exam at first attempt. Integrated course also includes 2-4 Progress Tests and a Mock Exam (M) which are the best for exam preparation.

### Face to face tuition and consultation

Our tutors' team of dedicated professionals with strong theoretical and extensive practical background will be pleased to provide consultation for you till the exam date.

# Certificate Level Course Fees

Integrated Course fee includes:

- o participation in the course
- o full package of CIMA-approved study materials
- o two Progress Tests and a Mock Exam
- o coffee-breaks

The fees are listed in AZN (VAT exclusive).

Course Title	Course Fee, AZN (VAT exclusive)	
	Block Course	Mock Exam Only
C01 [FMA]	550	38
C02 [FFA]	620	38
C03 [FBM]	600	38
C04 [FBE]	600	38
C05 [FBLW]	550	38

**SAVE 417 AZN**

**EXCLUSIVE OFFER**  
CIMA Certificate Level Package

**5 PAPERS FOR 2473 AZN**

HOW TO PAY?

DIRECT BANK TRANSFER

CREDIT/DEBIT CARD

CASH

# Long Term: CIMA Professional Qualification Courses

Course Name	Course Dates for 2011		Schedule	Course Time	Total Duration (hrs)	Course Fee*
	Start Date	End Date				
E1 (EO)	Sept 20	Nov 08	Every Saturday	14:00-18:00	32	650
P1 (PO)	Sept 17	Nov 05	Every Monday	19:00-21:00	30	700
F1 (FO)	Sept 18	Nov 06	Every Sunday	09:30-13:30	32	700
E2 (EM)	TBC	TBC	Every Sunday	09:30-13:30	32	650
P2 (PM)	TBC	TBC	Every Sunday	14:00-18:00	32	700
F2 (FM)	TBC	TBC	Every Saturday	14:00-18:00	32	700
E3 (EM)	TBC	TBC	Every Saturday	14:00-18:00	32	700
P3 (PM)	TBC	TBC	Every Sunday	09:30-13:30	32	750
F3 (FM)	TBC	TBC	Every Sunday	14:00-18:00	32	750
T4 (TOPCIMA)	TBC	TBC	TBC	TBC	32	1060

\* CIMA Professional Qualification Courses include face to face tuition and consultation till exam date, provision of full package CIMA-approved study materials, 2-4 progress tests and mock exam and refreshment breaks.

The fees are listed in AZN (VAT exclusive).

## CIMA Professional Qualification Exams – Paper Based Assessment

CIMA exams are held twice a year, in May and November. You can only sit exams if you are registered as a CIMA student and your account is fully paid up. You can only enter for Managerial, Strategic and TOPCIMA exams through the CIMA website. The pass mark for all papers is 50%.

The standard closing date for the May exams is 14 March, and the standard closing date for the November exams is 14 September. You can also enter between the 15<sup>th</sup>-21<sup>st</sup> March or 15<sup>th</sup>-21<sup>st</sup> September, during which period you will automatically be charged a late entry fee of £176. This fee is in addition to the standard exam entry fee.

## ADVANTAGES

### 30% Theory + 70% Practice

CIMA Certificate Level courses are taught via Block Courses. Block courses include both 30% Taught and 70% Revision sessions which has proven to be methodically more effective.

### Full package of CIMA-approved study materials for FREE

Block Courses comprise the full package of CIMA-approved study materials for free (56 AZN Study Text, 28 AZN Practice and Revision Kit, 56 AZN i-Pass CD).

### Suitable schedule for...

Specially designed course schedule is suitable for students who has time for long term courses.

### Exam Focus

Exam Focus practice session will help you to pass your exam at first attempt. Integrated course also includes 2-4 Progress Tests and a Mock Exam (M) which are the best for exam preparation.

### Face to face tuition and consultation

Our tutors' team of dedicated professionals with strong theoretical and extensive practical background will be pleased to provide consultation for you till the exam date.

## HOW TO REGISTER

**Online:** [www.grbs.com](http://www.grbs.com)

**Fax:** (994 12) 437 10 61

**Post:** Baku AZ1065, 44 Jafar Jabbarli Street  
Caspian Plaza, 1st floor, GRBS®, International  
Professional Qualifications Department

**Phone:** (994 12) 437 10 51  
(994 55) 208 10 91

Course Name	Date
E1 (EO)	October 23, 2011
E2 (EM)	October 22, 2011
P1 (PO)	October 23, 2011
P2 (PM)	TBC
F1 (F1)	TBC
F2 (FM)	TBC
E3 (ES)	TBC
P3 (PS)	TBC
F3 (FS)	TBC
T4 (TOPCIMA)	TBC

## QUESTION BASED DAYS

### 100% Exam Skills

Question Based Day forces on key exam skills required to realistically achieve success under exam conditions.

You can attend Question Based Day as a standalone day or it can be added to your Integrated or Revision Course. We recommend you our Question Based Days as an extension to your Integrated or Revision Course.

### Fee

**140 AZN** (VAT exclusive)

Question Based Day fee include one day face to face tuition and consultation on the exam standard questions chosen by qualified tutors and refreshment breaks.

**Course Times:** 10:00 – 17:00

## MOCK EXAMS

If you had not enrolled in any course, but still want to check your knowledge and exam skills, then GRBS® offers you to attend a Mock Exam just before the exam or whenever you want.

Mock Exams are conducted under real exam conditions and its purpose is to give the candidates feedback before the real exam. Candidates will receive suggested answers in the end of the exam.

### How to register

For registration in Mock Exams just contact us by following contact details and define preferred exam date.

**Phone:** (+994 12) 437 10 51/61

**Email:** [exam@grbs.com](mailto:exam@grbs.com)

### Fee

Registration fees for Mock Exams are as follow:

**Certificate Level: 38 AZN\***

**Operational & Management Level: 48 AZN\***

**Strategic Level & TOPCIMA: 58 AZN\***

\* The fees are listed in AZN (VAT exclusive).

## Computer-Based Exams

GRBS<sup>®</sup> being officially licensed by CIMA to organize CBEs is pleased to invite you all to sit as well as **TOPCIMA** Computer Based Exam at a licensed GRBS<sup>®</sup> CBA Center.

## Benefits

- ▶ **Flexibility in sitting** – Now all CIMA Students are not restricted to sit only May and November paper-based exam sessions. There is a flexibility to sit or re-sit their CBEs at any time during a year at a licensed GRBS<sup>®</sup> CBA Center. GRBS<sup>®</sup> CBA Center also offers flexibility for the number of times you can re-sit the exams in a session.
- ▶ **Instant results** – After completion of your exam results will be displayed instantly at the end of the exam.
- ▶ **Instant upload** - Your results are uploaded by the licensed GRBS<sup>®</sup> CBE Center and will be realized to your myCIMA account within 72 hours.

## Exam Dates

Exams are conducted only **Sundays** according to the schedule shown at the website. Please follow the link:

<http://www.grbs.com/?mod=inside&id=749&sid=1223&lang=en>

Note: Registration for exams must be completed at least a week before exam date. Provided schedule is subject to change for clients from abroad.

# Computer-Based Assessment

## Exam Fee

- For clients studying CIMA Certificate in Business Accounting Level at GRBS<sup>®</sup> Tuition Center – **70 AZN (VAT inclusive)**
- For non-GRBS<sup>®</sup> Tuition Center clients – **118 AZN (VAT inclusive)**

Payment must be made at least a week before the exam date by credit/debit card, bank transfer or by cash.

\*GBP - Great Britain Pound

## How to register

 **Phone: (+994 12) 437 10 51/61**

 **Email: [exam@grbs.com](mailto:exam@grbs.com)**

After exam registration you will be emailed a confirmation of your exam entry choices within 24 hours of registration. You will need to bring an ID (with photo) with you to the exam.

**Note: Registration for exams must be completed at least a week before exam date.**

## Try out

Click here and try out the online Computer Based Assessment (CBA) demonstration: [DEMO](#)

## Be ASSURED and PASS at your first attempt:

The overall pass rates of our students usually exceed CIMA's Azerbaijan pass rates and meet CIMA Worldwide pass rates.

That is why we strongly believe that you have the best chances of passing exams at first attempt if you follow our recommendations of enrolment in both Tuition and Revision Courses as Block Course per each paper you intend to attempt and meet the following THREE conditions:

**1** Attend Block courses without absences

**2** Get at least 50% on both Progress Tests

**3** Get at least 50% on Mock Exam



If all above three conditions are met BUT the Student still fails exam, GRBS<sup>®</sup> will allow him/her to re-sit the course **FREE OF CHARGE**. In addition, we will PAY the re-sit exam fee for the Student.



If the Student fails exam without meeting all above conditions, then GRBS<sup>®</sup> will grant him/her a **50% discount** for a re-sit course.

## - 38 AZN



- If your friend and/or colleague enrolls in CIMA preparatory course based on your recommendation, **you both get 38 AZN subtracted** from the course fee.
- 38 AZN subtraction is applicable solely to CIMA preparatory courses being attended or which are to be attended in the future.
- You may recommend not more that two friends and/or colleagues.
- Only individual clients (the ones who sponsor the participation in the course on their own) are eligible to apply for the campaign.

## EXCLUSIVE DISCOUNT FOR INDIVIDUAL CLIENTS:

**INCREMENTAL 5%** Per each subsequent course attended at GRBS® Tuition Center, the Individual Clients is granted **additional 5% discount**.

### TRY THE PROBLEM!

The Client has studied C02 with GRBS® Tuition Center last session. Now he registers for C03 and C05. What discount will he be granted?

### SOLUTION:

As it comes from the conditions, C03 and C05 are going to be the second and third courses, respectively, attended at GRBS® Tuition Center. Hence, he shall be granted **5% discount for C03** course and **10% (5+5) discount for C05** course.

## CORPORATE DISCOUNT:

If a company/organization sponsors more than one employee to attend CIMA preparatory courses, the following quantity-based discounts are applicable:

Courses	Discounts based on the number of participants									
	2	3	4	5-9	10	11-20	21-40	41-60	61-80	81-↑
C01-C05	4%	6%	8%	10%	12%	14%	16%	19%	21%	25%
CIMA Qualification	4%	6%	8%	10%	12%	14%	16%	19%	21%	25%

For Individual Clients

# 15%

aging from 16 to 23

## GRBS<sup>®</sup> APPLIES SPECIAL DISCOUNTS FOR THE FOLLOWING GROUP OF PEOPLE:

- Family members of National Heroes and Martyrs of Republic of Azerbaijan
- Family members of war veterans of group I and II
- Family members of fighters killed at war or died later
- University students who lost their parents
- Unemployed young\* people who lost their parents
- University students who are under government custody or who grew up in a boarding school
- Unemployed young people who are under government custody or who grew up in boarding school

✓ If the payment is made by organization on behalf of upper mentioned special people, then 30% discount is applied.

✓ If the payment is made directly by the person himself/herself, then 50% discount is applied\*\*\*.

### NOTES

\* Young age limit is between 18-33 years.

\*\* Quota – minimum number of work places (employees), imposed on employers by corresponding government bodies for the purpose of providing people with special social needs and those facing employment difficulties with jobs.

\*\*\* Note: It is required to submit corresponding documents for approval. Participants, organizations, and/or corresponding representative executive bodies submitting required documents hold responsible for the truthfulness of the information.



## WHEN YOU ATTEND THE OPEN DAY, YOU GET A CHANCE:

- To get information on CIMA Professional Qualification
- To get full information about preparatory courses towards CIMA
- To enjoy **FREE personalized consultation** from our qualified tutors
- To meet and speak to our customer services
- To attend **FREE lecture** and/or presentation
- To get additional **3% discount** available on CIMA courses registered for on the day
- To preview study materials and course syllabi

**OPEN DAYS IN 2011**  
devoted to CIMA

*September 10 (Saturday)*

*Time: 14:00-18:00*

# CIMA Contact

For more detailed information on CIMA and its Professional Qualification please refer to [www.cimaglobal.com](http://www.cimaglobal.com) and/or contact **CIMA Contact**, located at CIMA's Head office in London, UK:

26 Chapter Street  
London  
SW1P 4NP  
United Kingdom

T: +44 (0) 20 8849 2251

E: [cima.contact@cimaglobal.com](mailto:cima.contact@cimaglobal.com)

