

If you want BPP to perform all administration actions in ACCA (including initial registration, exam registration and payment of the fees) you should order BPP's administration service in ACCA.

BPP will:

- register you in ACCA;
- book exams for you (based on your declaration);
- pay all fees to ACCA and issue VAT invoice for all costs.

Administration is a semester-long service (ordered for January-June or July-December), which you can extend after the end of the semester. The cost of the service is 300 PLN net for the first semester in which we register you with ACCA, or 150 PLN net for each subsequent semester.

Registration in ACCA

You can register in ACCA at any time. However, if you want to sit paper based exam as your first exam you have to register no later than 14 days before the date of closing the registration for the chosen sitting.

Documents required to registration are listed below (scans of all of them should be sent to BPP office by email):

- passport picture in GIF or JPG format;
- scan of ID;
- diplomas of completed studies (with sworn translation into English);
- diplomas' supplements or lists of subjects from your studies (with sworn translation into English) - applicable if you wish to apply for exemptions from ACCA exams;
- if you changed your name or surname after graduating from your studies you should also provide the official document with confirmation of this change (with sworn translation in English).

Apart from above documents you have to also fill out and send back to us BPP's administration form - without it BPP will not be able to act on your behalf in ACCA. To receive the form please contact ACCA Coordinator in BPP.

ACCA Exams

ACCA has two types of computer based exams: on-demand and session exams. On-demand exams are available in special exam centres throughout the year. Whereas session exams can be sat four times a year in ACCA exam centres (in March, June, September and December sittings).

Session exams are organised in the first full week of the month. You can register for those exams in two periods: Standard (lower exam fees) or Late (higher exam fees for centre exams).

BPP can register you only for exams sat in ACCA exams centres. For on-demand exams you have to register yourself.

Details can be found on ACCA website, BPP website or directly in BPP.

Important Dates

All below dates are official ACCA deadlines - BPP sets its own deadlines (usually a few days earlier).

	September 2024 sitting	December 2024 sitting
Standard exam entry deadline date	29 July 2024	4 November 2024
Late exam entry deadline date	5 August 2024	-
Exam dates	2-6 September 2024	2-6 December 2024
Exam results	14 October 2024	17 January 2025

Fees

Pricelist for students administered by BPP* (net value)

Initial registration	464 PLN
Annual subscription 2024	698 PLN
Exemption from 1 exam - Applied Knowledge exam	448 PLN
Exemption from 1 exam - Applied Skills exam	594 PLN

	Standard	Late Remote exams	Late Centre exams
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September 2024 sitting

1 Applied Skills exam: PM, TX-UK, FR, AA, FM	782 PLN	782 PLN	2 007 PLN
SBL exam (Strategic Professional level)	1 386 PLN	1 386 PLN	2 293 PLN
SBR exam (Strategic Professional level)	1 022 PLN	1 022 PLN	2 293 PLN
1 exam from Strategic Professional (Options): AFM, APM, ATX-UK, AAA	1 022 PLN	1 022 PLN	2 293 PLN

December 2024 sitting

1 Applied Skills exam: PM, TX-UK, TX-POL, FR, AA, FM	782 PLN	no late entry period for this session
SBL exam (Strategic Professional level)	1 386 PLN	
SBR exam (Strategic Professional level)	1 022 PLN	
1 exam from Strategic Professional (Options): AFM, APM, ATX-UK, AAA	1 022 PLN	

* Above prices are direct result of ACCA exam fees and BPP is only re invoicing the student when they register or book the exam through our administrative service. Prices in PLN was set up based on the sell price of NBP's foreign currencies from 5 August 2024 (1 GBP = 5,06 PLN) plus 3%. Prices in PLN may be subject to change during the semester without warning in case of foreign exchange fluctuations and/or change in ACCA pricelist.

