

CA Program

Admission Transparency Information

For prospective candidates

Updated as of May 2023



Chartered Accountants Australia and New Zealand

Chartered Accountants Australia and New Zealand (CA ANZ) represents more than 135,000 financial professionals, supporting them to make a difference to the businesses, organisations and communities in which they work and live. Chartered Accountants are known as Difference Makers. The depth and breadth of their expertise helps them to see the big picture and chart the best course of action.

CA ANZ promotes the Chartered Accountant (CA) designation and high ethical standards, delivers world-class services and life-long education to members and advocates for the public good. We protect the reputation of the designation by ensuring members continue to comply with a code of ethics, backed by a robust discipline process. We also monitor Chartered Accountants who offer services directly to the public.

Our flagship CA Program, the pathway to becoming a Chartered Accountant, combines rigorous education with practical experience. Ongoing professional development helps members shape business decisions and remain relevant in a changing world.

We actively engage with governments, regulators and standard-setters on behalf of members and the profession to advocate in the public interest. Our thought leadership promotes prosperity in Australia and New Zealand.

CA ANZ locations and contact details: <https://www.charteredaccountantsanz.com/contact-us>.

CA ANZ – Higher Education

CA ANZ is the only professional accounting body approved as a Higher Education Provider by the Tertiary Education Quality and Standards Agency (TEQSA), Australia's independent national regulator of the higher education sector.

CA ANZ is accredited by TEQSA to deliver and award the following postgraduate qualifications Level 8 under the Australian Qualification Framework (AQF)

- Graduate Diploma of Chartered Accounting (GradDipCA)
- Graduate Certificate in Accounting (GradCertAcc) (nested 'opt-out' early exit option depending on studies completed)

AQF qualifications are recognised as comparable under the New Zealand Qualifications Framework (NZQF) and across the qualification frameworks of many other countries. Further information about AQF qualifications is available at www.aqf.edu.au.

Chartered Accountants Australia and New Zealand (CA ANZ) is a registered Australian higher education provider in the category of 'Institute of Higher Education' (TEQSA Provider ID: PRV12024). Further details about CA ANZ's registration as a higher education provider and the accreditation of this course can be viewed on TEQSA's National Register.

Chartered Accountants ANZ (CA ANZ) is also an Australian Government approved provider of FEE-HELP provider under Australia's Higher Education Support Act 2003 (the HESA Act 2003). FEE-HELP is an Australian Government study assistance loan scheme that helps eligible full fee-paying students pay all or part of their course tuition fees at Australian universities and other higher education providers. CA ANZ is the only professional accounting body in Australia approved by the Australian Government to offer FEE-HELP loans.

Eligible CA Program candidates will be able to access a FEE-HELP loan to pay all or part of their Graduate Diploma of Chartered Accounting (GradDipCA) subject tuition fees from Term 2 2023.

If you are considering accessing a FEE-HELP loan to carefully read the requirements on the Government's [Study Assist website](#) to determine eligibility.

For information about accessing a FEE-HELP loan to pay for all or part of your CA Program Graduate Diploma of Chartered Accounting course tuition fees please visit the CA Program [Timetable, fees and enrolments page](#).

About the CA Program

The CA Program includes two parts these being:

- three years of Mentored Practical Experience (MPE); and the
- accredited Graduate Diploma of Chartered Accounting (GradDipCA) academic course.

CA Program features

- More choice. More flexibility. More support.

Keeping the candidate experience at the heart of our design, the CA Program provides:

- Learning flexibility allowing candidates to balance work and study efficiently.
- Impactful learning through a blend of digital and face-to-face options¹.
- Rigorous and authentic assessments based on real-world scenarios that integrate technical and professional capabilities.
- Computational thinking helping candidates understand the relevance of technologies and making use of digital platforms and tools used to analyse complex financial models.

For employers, the CA Program is designed to provide:

- Learning flexibility and a staggered exam timetable that reduces resourcing strains during peak periods.
- Targeted content that creates better trained graduates and reduced training costs.
- Learner support that improves the employee experience and boosts retention

Find out more about the Mentored Practical Experience part of the program [here](#).

Find out key information about the program's GradDipCA course below and on the CA ANZ's website [here](#).

CA Program requirements

Before applying for CA ANZ's CA Program and enrolling into the program's Graduate Diploma of Chartered Accounting (GradDipCA), intending applicants must ensure they are aware of and understand the information listed below.

This information can be accessed from the CA ANZ website by following the links provided below or by downloading the [CA Program information brochure](#) via the link provided at base of the CA Program overview webpage.

Essential information

- The [CA Program overview information](#), including:
 - CA ANZ's Higher Education Provider Details
 - Graduate Benefits
 - CA Program Structure - [CA Program Academic course](#) and [Mentored Practical Experience](#) (See also the CA Program information brochure at base of this webpage for information about course delivery modes, attendance requirements, technology required, workload, and orientation and learning support, resources, facilities and further engagement)
 - [Timetables, Fees and Enrolment](#) (including enrolment open and close dates, census dates, subject pre and co requisite requirements) and fees and refund requirements
 - [Provisional Membership Application requirements](#), including character assessment, fit and proper person declaration requirements and criminal record / police record check requirements.
 - Maximum Course Completion Timeframe
 - [Citizenship, residency and visa requirements](#) (Australian based overseas applicants)
 - Recognised Prior Learning
 - Inherent Requirements
 - [Alternative entry pathways and enabling courses to meet competency requirements](#)
 - [Applying for full CA Membership after completing the CA Program](#)
- [Course subject outlines](#)
- [Candidate health, wellbeing, safety and advocacy support services information](#). This document provides candidates a guide to accessing the CA Program's many support services. These include:
 - Counselling Support
 - Accessibility Support
 - Academic and Course Progression Support

¹ Face-to-face option is subject to offering. Our GradDipCA course is currently delivered fully online.

- Advocacy Support
- Incident and Hazard Handling and Reporting.

Information is also included about:

- Safety Online
- CA ANZ's other support services for all CA ANZ Members
- The Indigenous Accountants network; and
- External emergency, legal and health services in Australia and New Zealand
- [CA ANZ library](#), which is accessible to CA Program candidates.
- [CA Program Policies](#), including (but not limited to) the:
 - **Candidate Admissions Policy and Procedure**, which outlines the academic, English language proficiency and all other requirements for admission into the CA Program. It reflects CA ANZ's commitment to academic excellence and flexible entry pathways. It includes admissions information relating also to non-award studies and cross-institutional study where CA ANZ is the host institution.
 - **Candidate Credit Arrangements Policy and Procedure**, which outlines the arrangements and potential eligibility for applying for credit towards your CA Program course studies (if applicable);
 - **Candidate Enrolment Terms and Conditions**, which sets out your and CA ANZ's rights and obligations in connection with your enrolment, including the terms concerning enrolment withdrawal, variation, exclusion and cancellation; fee refunds; tuition protection; complaints, grievances and appeals; and other such matters; and
 - **Candidate Assessment and Grading Policy and Procedure**, which outline the academic principles and overarching rules, expectations and procedures applicable to candidate assessment and grading. It covers matters such as Special Consideration due to disability, illness or family disruption, Extension and Late Submission of Assessments, and Supplementary/ Alternate Assessment and includes the course and assessment Grade Table; and
 - **Candidate Course Fees Refund Appeals and Review Policy and Procedure**, which outlines CA ANZ's principles and procedures for setting, communicating, charging, refunding, re-crediting, and remitting CA Program course fees.

CA Program GradDipCA commencing candidate profile

We are committed to ensuring prospective CA Program candidates have the information they need to make informed decisions about their study options. The table below provides indicative information on the anticipated size of the term by term commencing (i.e. new) candidate cohort in the CA Program's GradDipCA course. This information is provided to help intending candidates gain a better understanding about the CA Program and the likely size and location of the peer candidate cohort and is not indicative of total course enrolments.

CA Program - Graduate Diploma of Chartered Accounting (GradDipCA)

Indicative commencing candidate enrolments in each academic term

Term 1	Term 2	Term 3	Term 4
1420	1120	1420	1250

How to apply

All intending CA Program candidates can apply direct to CA ANZ. We accept applications throughout the year. Step by step instructions on how to apply are available [here](#).

Getting help

We answer common questions about the CA Program Application [here](#).

The **CA ANZ Member Support Team** is also available to help:

For contact details go to: <https://www.charteredaccountantsanz.com/contact-us>

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