

Professional Accountancy Tutors LLP

AAT - Computer Based Assessment

Student Application Form

Student Details

First Name: _____ Surname: _____

Date of Birth: Day [_____] Month [_____] Year [_____]

Phone Number: _____

AAT Registration Number: _____ (8 digits)

I am hereby applying for the following AAT Computer Based Assessment(s) and agree to pay the relevant examination fees.

Subject	Date	Time	Applicable Fee

Candidates must arrive at the centre at least 15 min before the examination starts

Total Amount due: £ _____

Please note: The application form and payment should reach us at least 5 days before the exam date.

Student's Statement: By signing this form I confirm that I am aware of the AAT examination rules and regulations and agree to abide by them. I have also read and understood PAT's examination rules.

Student's Signature: _____ Date: _____

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Examination Rules

Fees

- Exam fees are **NON-REFUNDABLE** and should be paid upon application
- Any outstanding tuition fees **must be settled in full** at the time of application.
- To enter for the exam you need to complete and sign this form, and pass it to a member of staff **together** with the relevant fees.

Examination Rules

- All candidates should arrive at the premises at least 15 min prior to the exam. If you are late you may not be allowed to sit your exam.
- All candidates **must** present a valid photo ID (passport, driving license)
- Mobile phones **must be switched off and kept in your bag** during the exam.
- All bags and personal belongings should be placed in the designated areas.
- Candidates are allowed to take the following items on the desk - pen/pencil, calculator, ruler.
Plain paper will be provided for your workings.
- Candidates are not allowed to communicate with each other during the exam.
- Candidates are not allowed to take any workings with them after the exam.

Please note:

- **All exams are video recorded and reviewed. Any misconduct will be reported to the AAT.**