

IBTC's Quick Guide to Studying CIMA



CIMA[®]
Registered Tuition Provider

Why CIMA?

"A financial qualification within a global context enables world-class competitiveness. Now is an opportune time to pursue a CGMA designation and set yourself apart."

Francois Groepe, CGMA
Deputy Governor of the South African Reserve Bank

Why IBTC?

IBTC is a CIMA Premium Partner. We've been preparing students for their CIMA exams since 2008. A first-time pass saves you time and money in the long-run.

Your pass is our promise.

Getting Started

Step 1 - Identify your entry route

- Before registering with CIMA, first decide if you want to apply for [exemptions](#) or an Elite Programme*. If not, proceed to Step 2.
- Look up your possible [exemptions](#) online (Exemption Search - CIMA).
- If you want to use your experience or SAICA/SAIBA membership to apply for exemption, contact CIMA (SA) first. If not, proceed to Step 2.



Step 2 - Register with CIMA

- Visit www.cimaglobal.com and register as a student.
- Select Credentials, CGMA and register with CIMA. Follow prompts to apply for exemptions. Pay the enrolment and first exam fee (compulsory).
- Ensure that you do not select the 'Academic Teaching' option under 'Experience', unless you are a lecturer.
- Do not select ANY subjects under CIMAstudy.com.
- Your basket should show the enrolment fee and one exam fee.
- Pay now (using your credit card) only if you do not want IBTC to pay on your behalf.

CIMA Entry Routes, Exemptions & Special Pathways

Qualification	Starting Level	Starting subjects
Matric	Certificate	BA1
MBA	Operational	E1
Bcom	Operational	E1
ICB Financial Accountant	Operational	E1
Bcom Finance/Accounting	Management	E2
MBA Finance	Management	E2
Bcom Finance Honours	Management	Management Case Study

*ELITE PROGRAMME

If you wish to apply for one of the Elite Programmes based on experience or membership e.g. SAICA then apply here [Elite Pathway](#)

Special Pathway	Exams	Requirement
CFO Programme	SCS only	10+ years Strategic/ Executive financial/ business experience
Senior Executive Programme	MCS & SCS only	7+ years senior management experience
Senior Executive Programme	Start at MCS	5+ years management experience
Senior Executive Programme	Start at OCS	4+ years finance and accounting experience
SAICA Programme	SCS only	SAICA qualified CA's



Let us help you with your CIMA registration & exemptions.

Simply email info@ibtc.co.za & ask for CIMA Assist.

Step 1 - Book a course with IBTC

- Go to www.ibtc.co.za and create your profile.
- From the Courses menu, select CIMA and then VIEW SUBJECTS AND FEES.
- Select your subjects and chosen study method and add them to your cart. You can pick as little as one subject or add a whole level. You don't have to start studying all the subjects right from the start.
- Once you've made payment, we will send your study materials for the subjects you have chosen to start with, and add you to our classes where relevant. Your tutor will also be available immediately.

Step 2 -Support

- Attend an Orientation Session to help plan your studies. We'll show you how to use your study material, how to access the online resources and how to book your exam.
- Your dedicated student advisor will contact you during your studies to check in on you.

Step 3 -Study, practice, repeat

- Read to understand, not to remember.
- Spend 60% of your time studying and 40% of your time doing question practice.
- Never attempt an exam without doing a mock first.

Step 4 -Book your exam

Book your exam as soon as you start studying. It's important to set a date and work towards it.

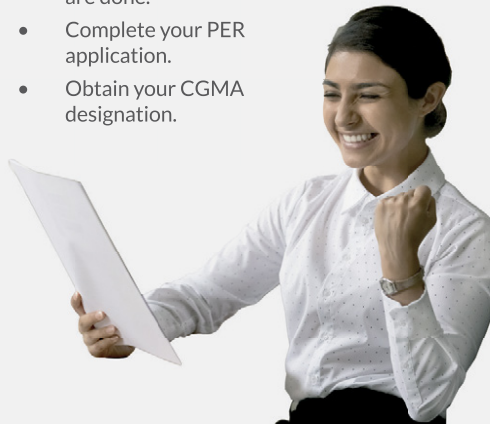
- Register for your exam via your MyCIMA account.
- Select your closest Pearson VUE exam centre and a date and time that will suit you.

Step 5 -Get your results

- Update your MyIBTC profile with your results.
- Apply for your free IBTC Pass Assured if you failed.

Step 6 -Progress

- Progress to your next subject until you are done.
- Complete your PER application.
- Obtain your CGMA designation.



CIMA Exams

OBJECTIVE TESTING

You will have to do an objective test (OT) for each subject. The OTs are PC-based exams available on demand – so you can do them all year round. The results are made available immediately. You must complete each OT within a level before you can attempt the case study (CS) exam for the same level.

CASE STUDIES

You will have to do a case study (CS) exam at each level (except Certificate Level). The CS exams are PC-based and available four times per year in February, May, August and November.

Case study exams draw on the E, P and F subjects at that level.

IBTC is an accredited, Pearson VUE exam centre.

PEARSON

VUE - Authorised
Test Centre

Study Methods



VIRTUAL CLASSES

Attend face-to-face classes on campus or Virtual Classes on Zoom.

Semester 1 classes run Feb - April.

Semester 2 classes run Jul - Sep.

Includes study material and Online Portal (additional video lectures).



VIRTUAL CLASSES

Case Study

Attend face-to-face classes on campus or Virtual Classes on Zoom.

Runs over 3 weekends (Sat and Sun full day, then a weeks break and the following two Saturdays full day) before exam sitting.

Includes study material and Online Portal (additional video lectures).



HOME STUDY PLUS

Start at any time. Study at your own pace.

With Home Study, you get a study plan that guides you through your learning and question practice. Included is textbook, exam practice kit and access to your tutor.

Home Study Plus students also get access to the Online Portal (video lectures).



HOME STUDY PLUS

Case Study

Start at any time. Study at your own pace

With Home Study, you get a study plan that guides you through your learning and question practice. Included is Workbook and Toolkit and access to your tutor.

Home Study Plus students also get access to the Online Portal (video lectures for Case Study and E, P and F subjects).



ONLINE COURSES

Every month a new Online Course starts for every Certificate and OT subject.

This is a self-study online programme in which an online tutor guides you and your classmates through a fast-paced schedule of studies, video lectures and test submission.

You have 6-months access to all online resources and your tutor. Includes hard copy textbooks.



ONLINE

Case Study

We offer Online Courses for every Case Study sitting. This is a self-study programme in which an online tutor guides you and your classmates through a fast-paced schedule of studies, video lectures and test submission.

Your platform includes E, P and F video lectures for revision. You'll also receive a hard copy Workbook and Toolkit. Access is up to your exam date.

Meet your Tutor & Support Team

IBTC Cape Town
3rd Floor,
79 Roeland Street
Cape Town

IBTC Sandton
Block B, Grayston Ridge
144 Katherine Street
Sandton

Request a Price List or a Presentation at your Company

0861 111 411 | info@ibtc.co.za



www.ibtc.co.za