

STUDENT ROADMAP

ACA STUDENTS IN A TRAINING AGREEMENT

Scroll along to find key milestones and a typical student journey.



Year One

0-6 months

Exams	Study and attempt 3 Certificate Level exams.
Ethics and professional scepticism	Complete modules 1, 2 and 3, including the progress tests of the Ethics Learning Programme. Prepare Ethics in Practice scenarios 1, 2 and 3, plus a real-life scenario from your working environment for your six-monthly review.
Professional development*	Complete Step 1 from each ladder and discuss at your six-monthly review.
Practical work experience	Record your practical work experience days.
Six-monthly reviews	Plan and book in all your six-monthly reviews with your QPRT, Principal or Counsellor and hold your first review meeting.
Online training file	Record your progress in all tabs.

6-12 months

Exams	Study and attempt 3 Certificate Level exams.
Ethics and professional scepticism	Complete modules 4, 5 and 6, including the progress tests of the Ethics Learning Programme. Prepare Ethics in Practice scenarios 4, 5 and 6, plus a real-life scenario from your working environment for your six-monthly review. Attempt and achieve at least a 70% pass mark at the ethics learning programme.
Professional development*	Complete Step 2 from each ladder and discuss at your six-monthly review.
Practical work experience	Record your practical work experience days.
Six-monthly reviews	Hold your six-monthly review with your QPRT, Principal or Counsellor.
Online training file	Record your progress in all tabs.



Year Two

12-18 months

Exams	Study and attempt 3 Professional Level exams.
Ethics and professional scepticism	Prepare Ethics in Practice scenarios 7, 8 and 9, plus a real-life scenario from your working environment for your six-monthly review.
Professional development*	Complete Step 3 and 4 from each ladder and discuss at your six-monthly review.
Practical work experience	Record your practical work experience days.
Six-monthly reviews	Hold your six-monthly review with your QPRT, Principal or Counsellor.
Online training file	Record your progress in all tabs.

18-24 months

Exams	Study and attempt 3 Professional Level exams.
Ethics and professional scepticism	Prepare Ethics in Practice scenarios 10, 11 and 12, plus a real-life scenario from your working environment for your six-monthly review.
Professional development*	Complete Step 5 and 6 from each ladder and discuss at your six-monthly review.
Practical work experience	Record your practical work experience days.
Six-monthly reviews	Hold your six-monthly review with your QPRT, Principal or Counsellor.
Online training file	Record your progress in all tabs.



Year Three

24-30 months

Exams	Study and attempt 2 Advanced Level exams.
Ethics and professional scepticism	Prepare Ethics in Practice scenarios 13, 14 and 15, plus a real-life scenario from your working environment for your six-monthly review.
Professional development*	Complete Step 7 and 8 from each ladder and discuss at your six-monthly review.
Practical work experience	Record your practical work experience days.
Six-monthly reviews	Hold your six-monthly review with your QPRT, Principal or Counsellor.
Online training file	Record your progress in all tabs.

30-36 months

Exams	Study and attempt the Advanced Level Case Study exam.
Ethics and professional scepticism	Prepare Ethics in Practice scenarios 16, 17 and 18, plus a real-life scenario from your working environment for your six-monthly review.
Professional development*	Record your professional development ladders skills and discuss at your six-monthly review.
Practical work experience	Record your practical work experience days.
Six-monthly reviews	Hold your six-monthly review with your QPRT, Principal or Counsellor.
Online training file	Submit your online training file.



We're here to support you every step of the way.

When it comes to student support, we're here to lend a helping hand throughout your journey with us.

- > Phone +44 (0)1908 248 250
- > Webchat



*Some skills may develop more quickly in some areas than others, this is guidance only.

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