

Approved Employer performance objective exemption form



For trainees employed by an ACCA Approved Employer – trainee development stream at Gold or Platinum level.

If you work for an ACCA Approved Employer – trainee development stream at Gold or Platinum level, you may be eligible to claim exemption from completing the performance objective component of the practical experience requirements (PER).

Before you can claim the performance objective exemption, you must be able to confirm that:

- You have followed your employer's performance management and appraisal processes
- You have achieved the level of competence required for ACCA membership
- You have your employer's consent to claim the performance objective exemption.

Section 1 must be completed by you. Sections 2 and 3 must be completed by your ACCA Approved Employer primary contact or workplace mentor.

The completed form should be returned to ACCA along with your membership application declaration.
Please retain a copy of this form for your records.

ACCA retains the right to independently seek verification from the Approved Employer.

1. YOUR WORKPLACE DETAILS

To be completed by the trainee

Full name

ACCA registration number

Organisation name

Approved Employer number

Job title

Dates of employment

Organisation address

Level of approval (Gold/Platinum)

2. GOLD OR PLATINUM ACCA APPROVED EMPLOYER PRIMARY CONTACT OR WORKPLACE MENTOR DETAILS

To be completed by the ACCA Approved Employer primary contact or by your workplace mentor

Full name

ACCA registration number (if applicable)

Job title

Qualifications

Email address

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