

# Request for a replacement certificate



If your certificate(s) are lost, stolen or damaged you may request a replacement certificate by completing this form and submitting the required remittance. Please note there is a standard charge of £22 sterling for each certificate to be replaced.

Name \_\_\_\_\_ Client ID

Address \_\_\_\_\_

Postcode \_\_\_\_\_

I require the following replacement certificates:

**Previous CAT syllabus**

- A replacement Level A Certificate
- A replacement Level B Certificate
- A replacement Level C Certificate.

**Previous Professional syllabus**

- A replacement Part 1 Certificate
- A replacement Part 2 Certificate.

**Current ACCA Qualification syllabus**

- A replacement Certificate of Achievement
- A replacement Fundamentals Level Certificate
- A replacement Professional Level Certificate.

**Current FIA syllabus**

- A replacement Introductory Certificate
- A replacement Intermediate Certificate
- A replacement Advanced Level Certificate
- A replacement Passed Finalist Certificate
- A replacement C A T Certificate.

**Post Professional Qualification syllabus**

- A replacement DipFM Certificate
- A replacement DipIFR Certificate
- A replacement CPipAF Certificate.

- I wish to pay by cheque/bank draft and enclose a cheque/draft number
- I wish to pay by credit/debit card.

Name of cardholder (if different from above) \_\_\_\_\_

Please charge £ \_\_\_\_\_ to my  MasterCard  Visa  America Express  Switch/Maestro  Solo

Card no

Start date  Expiry date  Issue no (if applicable)

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Certificate will only be replaced where appropriate. If a certificate is requested that you are not entitled to and payment for multiple requests is submitted the entire payment will be allocated to your account and a refund will be issued.**