



***Grow your career with an  
accounting apprenticeship***

# *Apprenticeships with ICAEW*

**Apprenticeships are a great way to start working in the sector of your choice, while studying towards a qualification and gaining practical skills.**

By doing an accounting apprenticeship with ICAEW, you will develop all the knowledge, skills and behaviours that employers are looking for. It could also be your first step to qualifying as a chartered accountant. Whether you've just finished school or university, or are looking to change careers, at any age, this route into the accountancy profession is open to you.

Throughout the apprenticeship you will be earning a salary, and, most importantly, you won't have to pay for your training at all, as the employer covers the costs.

## **WHY CHOOSE AN APPRENTICESHIP WITH ICAEW?**



ICAEW has **150,000** members working in 153 countries



You can do two accounting apprenticeships with ICAEW; the Level 4 Accounting Technician Apprenticeship and the Level 7 Accountancy Professional Apprenticeship.

## **LEVEL 4 - ACCOUNTING TECHNICIAN APPRENTICESHIP**

- Study for the ICAEW Certificate in Finance, Accounting and Business (ICAEW CFAB)
- Equivalent to the first year of a Bachelor's degree
- Typically 18-24 months to complete
- On completion, you will have a stand-alone qualification. You can then complete some additional requirements to secure ICAEW Business and Finance Professional (BFP) status and progress onto the ACA.

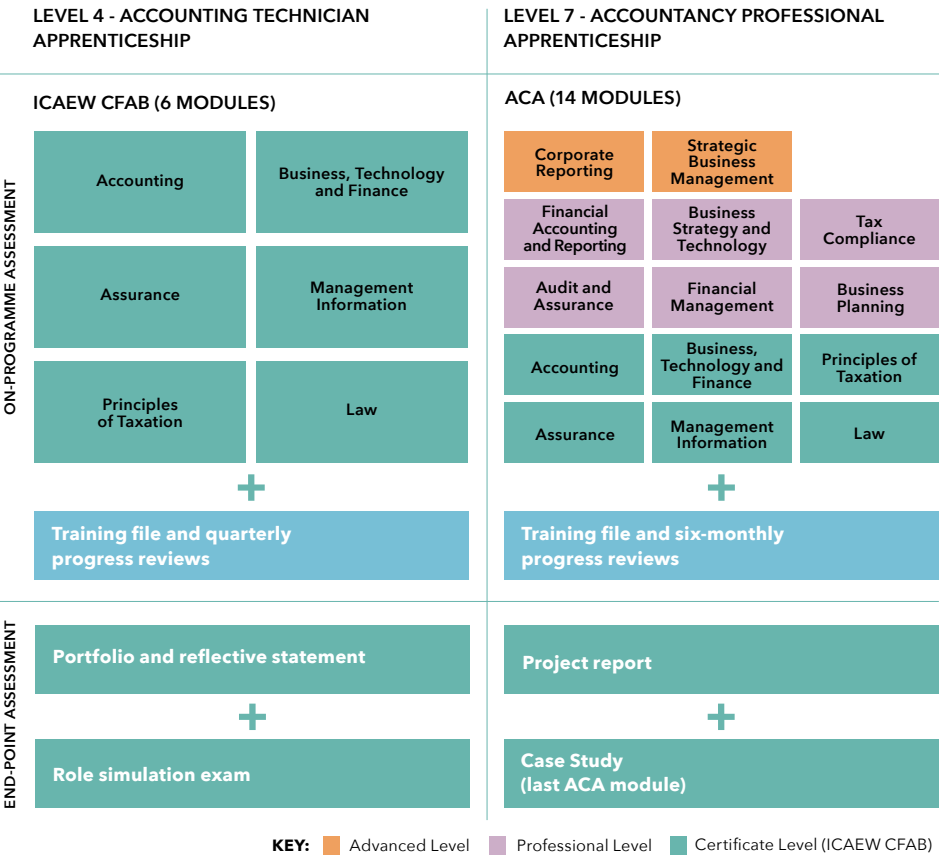
## **LEVEL 7 - ACCOUNTANCY PROFESSIONAL APPRENTICESHIP**

- Study for the ACA Chartered Accountant qualification
- Equivalent to a Master's degree
- Typically 36 to 48 months to complete, depending on prior experience
- Once you have completed all elements of the apprenticeship, you will need to fulfill some additional requirements of the ACA qualification in order to qualify as an ICAEW Chartered Accountant.

## **ENTRY REQUIREMENTS**

For Level 4, there are no set entry requirements but you must have GCSEs in English and Maths (grades A-C/9-4) or equivalent by the time you sit the end-point assessment. For Level 7, the minimum requirements are the same as for the ACA. This includes two A level passes (grades A\*- E) or equivalent, plus three GCSE passes at grades A-C/9-4. Employers may also set their own criteria.

# What do apprenticeships with ICAEW look like?

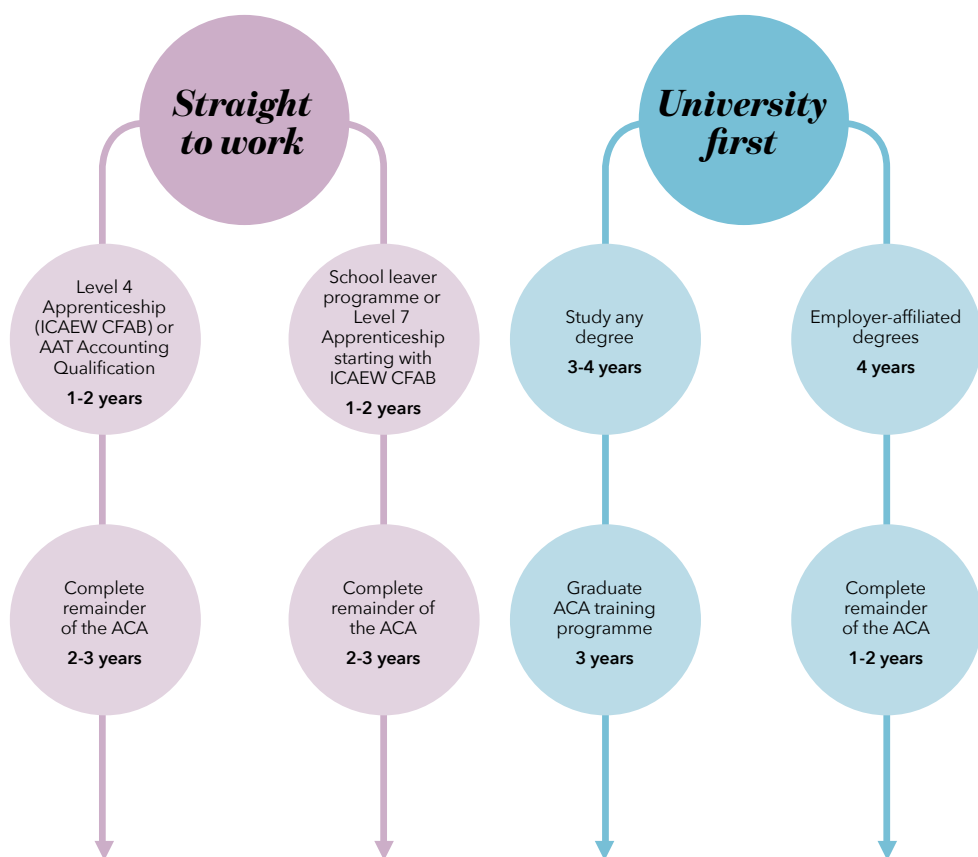


Throughout your apprenticeship, you will also gain practical work experience and develop your ethical and professional development skills as part of the ACA.

Another key benefit is that your employer is required to provide you with 20% off-the-job training as part of your apprenticeship. This is any learning that improves your professional development and is undertaken outside of the normal day-to-day working environment but within normal working hours.

# *What route to choose?*

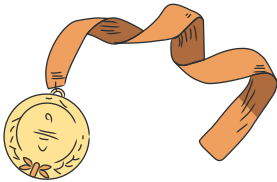
It's not an easy choice, but whether you choose to do an apprenticeship or go to university, you'll end up with the same ACA qualification. And employers won't prefer one route over another, so it really is down to what you want.



***Become an ICAEW Chartered Accountant***

# Straight to work

## POINTS TO CONSIDER



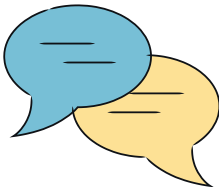
### CAREER GOALS

If you know you want to be a chartered accountant and don't want to wait around, this is the best option to kick-start your career earlier.



### MONEY

By going straight to work, you'll have the opportunity to earn while you learn, avoiding the expense of university. What's more, your employer will pay your ACA fees for you. Plus, your salary will increase as you progress through the qualification. Taking this route doesn't impact on your future earning potential either: there's only one ACA qualification.



### SOCIAL LIFE

If you go straight into work and training, you won't be missing out on the social part of life, after all, you'll be meeting plenty of people who are doing the same thing as you. And with ICAEW society events and employers' sports teams, there's always something fun to get involved in.



## PROFILE

# Robert Williams

Trainee External Auditor, Mazars LLP

## I decided to do an apprenticeship because I thought it would be a great way to get a head start in my career.

One of the reasons I chose not to go to university is the fact that my tuition fees are paid for by my employer, meaning I won't be in any debt when I finish. I also believe that a university degree doesn't necessarily give you an advantage in the job market.

Before applying, I did some research to find out more about apprenticeships and the areas I'm interested in. I explored different options through the Not Going to Uni website and that's how I found my current employer. During my A Levels I also tried to gain as much work experience as possible, so that I could see how a working environment compares to school, and to demonstrate to future employers that I can fit in well with a team.

As an apprentice working in audit, every day is different and there are always exciting opportunities to learn and gain experience from.

Before going in to accountancy, I didn't know what to expect and I'm amazed at the diversity of the profession and how vital it is to businesses.

Life as an apprentice can be tough as you need to motivate yourself to study after a hard day's work. However, you really get back what you put in and passing your exams is a great feeling. Having had no previous knowledge or experience in accounting, it was a challenging time for me when I started out. But what really helped and inspired me was going through it with my peers. We all pull together and encourage each other, and this is my favourite part of the job.

My advice to those considering their options after school would be to find what's right for you. Just because your friends or your parents went to university, doesn't mean it's what you should do too.

## NEXT STEPS

Once you've qualified, the sky is the limit. Some of our students have ended up analysing the finances of fashion brands, advising charities on tax, shaping schools' spending, and working on the boards of multinational consumer companies.

To find out more visit [icaew.com/apprenticeships](https://www.icaew.com/apprenticeships)



There are over 1.7m chartered accountants and students around the world – talented, ethical and committed professionals who use their expertise to ensure we have a successful and sustainable future.

Over 178,500 of these are ICAEW Chartered Accountants and students. We train, develop and support each one of them so that they have the knowledge and values to help build local and global economies that are sustainable, accountable and fair.

We've been at the heart of the accountancy profession since we were founded in 1880 to ensure trust in business. We share our knowledge and insight with governments, regulators and business leaders worldwide as we believe accountancy is a force for positive economic change across the world.

[www.charteredaccountantsworldwide.com](http://www.charteredaccountantsworldwide.com)  
[www.globalaccountingalliance.com](http://www.globalaccountingalliance.com)

## ICAEW

Chartered Accountants' Hall  
Moorgate Place  
London  
EC2R 6EA  
UK

T +44 (0)1908 248 250  
F +44 (0)1908 248 260  
E [careers@icaew.com](mailto:careers@icaew.com)  
[icaew.com/careers](http://icaew.com/careers)



ICAEW Careers



@ICAEW\_careers



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