



# APPLICATION FOR EXEMPTION FROM AAT EXAMINATIONS

(Please read the instructions given overleaf before completing the application form and provide all the necessary information. You are not eligible to get exemptions based on your G.C.E. O/L results)

### I. Student Details

(a) AAT Registration Number :

(b) N.I.C. Number : \_\_\_\_\_

(c) Name with Initials : \_\_\_\_\_

(d) Full Name : \_\_\_\_\_

(e) Address : \_\_\_\_\_ Telephone Nos. - Mobile : \_\_\_\_\_

Land : \_\_\_\_\_

E-mail : \_\_\_\_\_

(Studentship should be active by the date of exemption application).

(f) Last Year of Renewal : \_\_\_\_\_

Please Mark "✓"	
Rev	<input type="checkbox"/>
Mr	<input type="checkbox"/>
Ms	<input type="checkbox"/>
Mrs	<input type="checkbox"/>

**[If the residential address, contact number/s and email ID have been changed after submitting the AAT Registration Application, kindly submit a written request along with the exemption application in order to update the changes in our database.]**

### Special Note:

As per CA Sri Lanka and ACCA ruling, exemptions from CA/ACCA will not be offered for AAT Passed Finalists if the students have obtained exemptions and completed AAT. Please refer complete information/instructions in the Page No. 27 of Students' Guide.

**Declaration** (It is compulsory to fill the following) Please mark with a "✓"

- |  |  |
|--|--|
| 1. I have understood the above note <input type="checkbox"/>   | 3. I confirm that I need the following exemptions. <input type="checkbox"/>  |
| 2. I do not wish to apply for CA / ACCA exemptions after becoming a Passed Finalist <input type="checkbox"/> | 4. I know that exemptions once granted by AAT, can not be cancelled and the payment will not be refunded. <input type="checkbox"/> |

### II. Exemptions Required

(Please mark the Subject/s or level/s Exemptions required in the relevant space given below with a "✓")

\* Please refer overleaf before marking the subjects

Level-I	Subject Code	✓	Level-II	Subject Code	✓	Complete Level/s	✓		
Financial Accounting [FAC]	101		Advanced Financial Accounting and Costing [AFC]	201				Level I	
Business Mathematics and Statistics [BMS]	102		Information Systems in Digital Environment [ISD]	202					
Economics [ECN]	103		Business Law [BLA]	203					
Business Environment [BEN]	104		Business Management [BMA]	204		Level II			
Level-III	Subject Code	✓	Talent subject	Subject Code	✓				
Financial Reporting [FAR]	301		Business Communication [BC]	310					
Management Accounting and Finance [MAF]	302								
Financial Controls & Audit [FCA]	303								
Corporate & Personal Taxation [CPT]	304								

III. Have you **previously sat for the corresponding subjects** which you have now applied for exemptions?  Yes  No  
(Please note that corresponding subjects you have passed/completed earlier at the AAT Sri Lanka examinations need not to be exempted.)

IV. Have you obtained exemptions **previously**? Yes  No  (If Yes, please attach your original exemption certificate. If you have not received the exemption certificate yet for the previous exemption/s please inform us in writing)

### V. Qualifications to apply for AAT Exemptions in brief

Qualification (Eg. A/L, Degree, CA Sri Lanka, CIMA, CMA etc)	Index Number	Year of the Qualification obtained	Name of the Institute / School	Subjects / Stage / Level passed	Grade/s obtained

**Certified photocopies of qualification certificates as well as transcripts should be attached.**

(Prior approval should be obtained if exemptions are applied from any qualification other than the qualifications specified in the Students' Guide. Certified copies of examination syllabi other than G.C.E. (A/L) should be attached.)

VI. **Exemption fees** (Attach the 'Customer Copy' of the cash deposit slip or Online transaction receipt. Please see overleaf for Exemption Fee Structure)

You may keep a photocopy of the deposit slip/Online transaction receipt for your future reference.

Amount : Rs. ....

Number which you have mentioned in the deposit slip/online receipt **33** .....  
(7 digit Student Registration No.)

Paid to : HNB  NSB  Online

(Please select appropriately)

Bank Branch : ..... Date of payment : .....

### VII. Declaration

I certify that the information provided above is true and correct.

Signature of the Student

Date

**Please see overleaf** →

For office use only	1	2	3	4	5	6
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**\* If you want any exemption, both points mentioned below should be marked with a "✓" and agreed upon.**

1. I have the qualifications specified in the Registration Kit/Website to apply for the exemptions ( <b>Please refer the exemption instructions/Website</b> )	
2. I have no intention of sitting for AAT Sri Lanka Examinations in the future for the same subjects that I've applied exemptions for ( <b>Cancellation of exemptions is not possible under any circumstances, once granted</b> )	
3. I am aware that <b>I am not eligible to get exemptions available for AAT Passed Finalists from CA Sri Lanka/ACCA</b> since I have already taken exemptions for subject/s in AAT through other qualifications and <b>I do not want to get exemptions from CA/ACCA in the future</b> [Refer Page No. 27 of Students' Guide.]	

#### **Closing dates for applying for exemptions from AAT Sri Lanka Examinations**

Closing date for the July Examination	<b>31<sup>st</sup> of March</b>
Closing date for the January Examination	<b>30<sup>th</sup> of September</b>

(If you apply after the above closing dates, granting of your exemption will be delayed. Please see page No. 9 of e-Student Guide for more details)

#### **EXEMPTION FEES (Effective from 01st November 2023)**

<b>Examination Level</b>	<b>Description</b>	<b>Fees (Rs.)</b>
<b>Level - I</b>	Per Subject	<b>2,000/-</b>
<b>Level - II</b>	Per Subject	<b>2,500/-</b>
<b>Level - III</b>	Per Subject	<b>2,700/-</b>
<b>Talent subject</b>	Per Subject	<b>2,500/-</b>

(Total exemption fees payable for the subjects to be exempted should be calculated based on per subject rate at each level.)

\* See the "Payment instructions for exemptions" for payment details, uploaded on the [www.aatsl.lk](http://www.aatsl.lk)

#### **SPECIAL NOTES**

- If you wish to apply for exemptions, **it should be done before applying for AAT Sri Lanka Examinations.**  
**Following documents** should be sent along **with the Exemption Application:**
  - 1) **Certified photocopies/clear photos of original** of Certificates/Transcripts
  - 2) **Original 'Customer Copy' of the cash deposit slip / Online transaction receipt.**
  - 3) One envelope (Self-addressed and Rs. 50/= stamped)
  - 4) A copy of **National Identity Card.**
- **If you have not received the exemption certificate** by the time you receive the exam entry form, please attach a letter stating that you've already applied for exemptions provided that you have not been communicated on any shortcomings associated with your exemption application.
- **If you have obtained any exemption previously,** send the **original "Exemption Certificate"** to AAT Sri Lanka Head office under registered cover to below address when you are applying for subsequent exemptions. If you have not received the original exemption certificate yet, please inform us in writing.
- Only registered students **with active studentship** can apply for exemptions.
- Exemption application should be **handed over or sent under registered cover** immediately after the registration but **prior to the Exemption Closing Dates** for each Examination.
- **Attestation of your certificates as TRUE COPIES** can be done by a Justice of Peace / Chartered Accountant / Member of AAT Sri Lanka/ Public Service Officer/ an Accountant of a Government or Commercial Office/ Director / Manager / Provincial Officer etc. He/She should mention the Name, Address, Position & Date and place the **valid seal without fail.**
- Exemption Certificate will be **posted within 3 weeks from the date of submission** of the exemption application under normal circumstances **provided that all the documents including payment are in order.**
- Submit photocopies of AAT result sheet/s if you have passed/completed subjects/levels of AAT.

Please mention **"Exemption Application"** on the **top left hand corner of the envelope** which is used to send the application, without fail.

Please note that incomplete applications will be rejected without prior notice.

#### **Application should be sent to,**

Head - Student Registration & Membership

#### **The Association of Accounting Technicians of Sri Lanka**

AAT Centre, No. 540, Ven. Muruththettuwa Ananda Nahimi Mawatha, Colombo 05.

Telephone : 011 2 559 669 / 011 2 595 857, Fax : 011 2 559 299

E-mail : [exemption@aatsl.lk](mailto:exemption@aatsl.lk) Website : [www.aatsl.lk](http://www.aatsl.lk)