

Program of Professional Studies



CERTIFIED GENERAL ACCOUNTANTS

CERTIFIED GENERAL ACCOUNTANTS - STUDENT SERVICES



We see more than numbers.

CERTIFIED GENERAL ACCOUNTANTS OF NEW BRUNSWICK

Apply today at cga-nb.org

Important dates

You can begin your CGA program at one of our four sessions during the year: For further information on the CGA program, registration deadlines, fees and a host of other important information, visit us at cga-nb.org

FALL

LATE JULY	Last date to submit Admission Form for Session 1
MID-AUGUST	Last date to submit Application for Enrolment for Session 1
EARLY SEPTEMBER	Session 1 courses begin
EARLY DECEMBER	Session 1 exams

WINTER

LATE OCTOBER	Last date to submit Admission Form for Session 2
MID-NOVEMBER	Last date to submit Application for Enrolment for Session 2
EARLY DECEMBER	Session 2 courses begin
MID-MARCH	Session 2 exams

SPRING

LATE JANUARY	Last date to submit Admission Form for Session 3
MID-FEBRUARY	Last date to submit Application for Enrolment for Session 3
MID-MARCH	Session 3 courses begin
MID-JUNE	Session 3 exams

SUMMER

LATE APRIL	Last date to submit Admission Form for Session 4
MID-MAY	Last date to submit Application for Enrolment for Session 4
EARLY JUNE	Session 4 courses begin
EARLY SEPTEMBER	Session 4 exams

Visit cga-nb.org for exact details. This calendar is published several months in advance of the beginning of the academic year to which it applies. CGA NB reserves the right to change or amend the programs, fee structure and regulations at any time.

Profile

The Certified General Accountants Association of Canada is a professional association, representing over 75,000 members across Canada. Internationally recognized, CGA-Canada is a full partner of the leading accounting standards organizations.

CGA members and students are represented nationally through CGA-Canada and regionally by the provincial and territorial affiliates.

CGAs are leaders in business and highly respected professionals in a complex and changing environment.

PROGRAM OF PROFESSIONAL STUDIES

CERTIFIED GENERAL ACCOUNTANTS - STUDENT SERVICES



Start your
career now.

Choosing CGA isn't a decision between school and work.
It's about entering the world of lifelong success.

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Toll Free: 1-877-462-4262
Fax: (506) 855-0887
E-mail: cganb@cga-nb.org
Website: www.cga-nb.org

The top 5 reasons why our students choose the CGA program.

1. Freedom to study anywhere, through online course delivery.
2. The ability to work while studying.
3. A highly recognized and respected designation and program.
4. Excellent employment prospects and a range of employment options.
5. International mobility and global opportunities.



www.cga-nb.org

The CGA Program

The CGA program consists of three key elements:

1

CGA COURSES
AND EXAMS

2

CGA DEGREE
REQUIREMENT

3

PRACTICAL
EXPERIENCE

CGA Courses and Exams

The CGA Program of Professional Studies consists of 19 courses and examinations plus two comprehensive business cases. Each business case is designed to help you apply financial management concepts in a practical and professional manner. Depending on your level of post-secondary education, you may be awarded transfer credits in the admission process. Transfer credits reduce the number of courses required to complete

the CGA program. For more information on transfer credits, go to www.cga-nb.org. The CGA program courses and business cases are spread over five levels: Levels One to Three (Foundation Studies), Level Four (Advanced Studies) and the final level, the PACE Level (Professional Application and Competence Evaluations). PACE prepares CGAs to lead the finance and accounting world and sets the CGA designation apart from its competition.

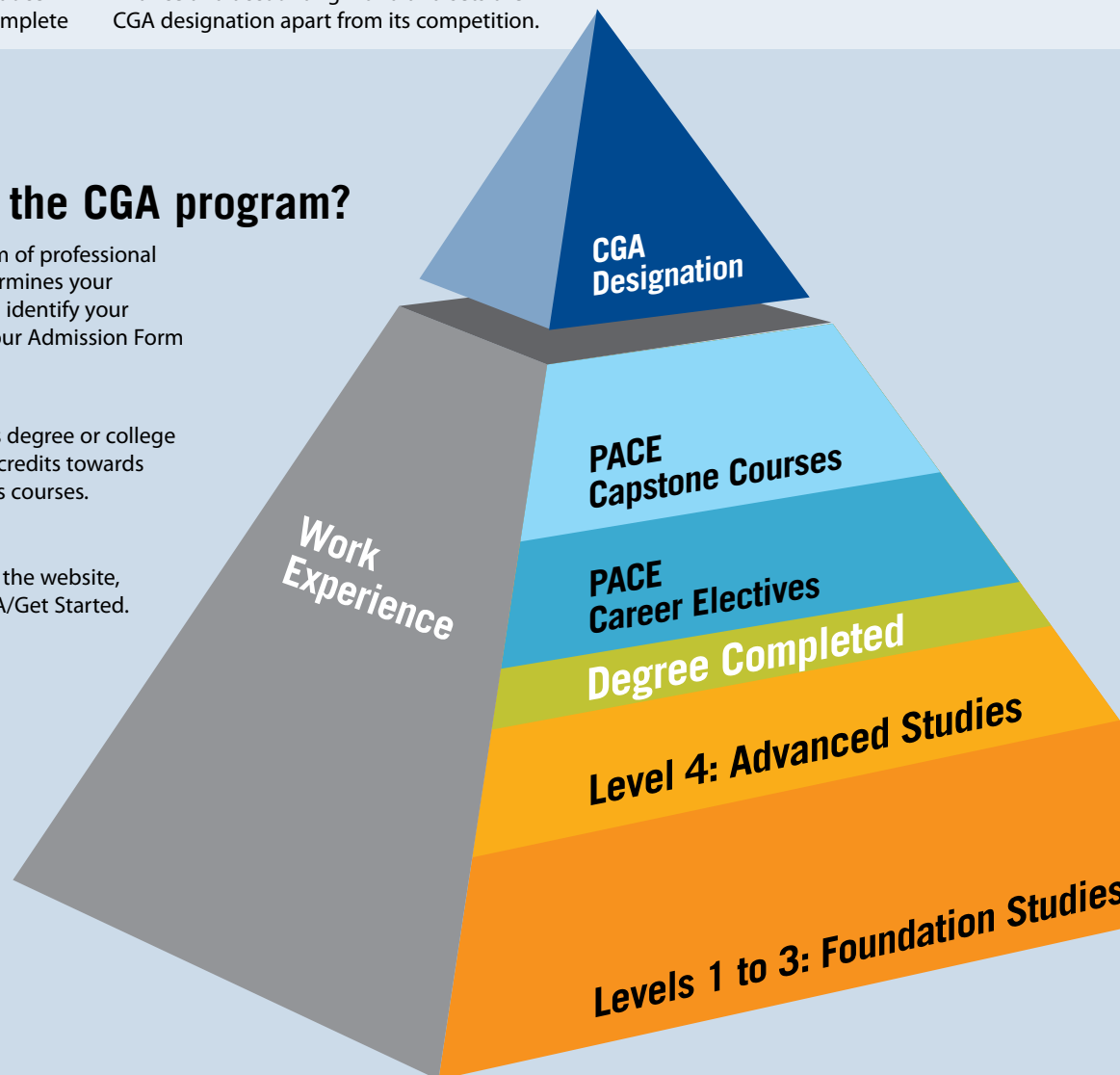
PACE is a unique sector-specific professional education coupled with career electives and 2 capstone courses and exams requiring students to apply the skills, competencies and knowledge they've learned over the entire program. PACE is a thorough, challenging and realistic measure of how you will perform in the business world.

Where do I start in the CGA program?

The CGA program is a flexible program of professional studies. Your previous education determines your starting place within the program. We identify your starting point based on a review of your Admission Form and official transcript(s).

If you have a post-secondary business degree or college diploma, you may qualify for transfer credits towards the Foundation and Advanced Studies courses.

The Admission Form can be found on the website, www.cga-nb.org under Become a CGA/Get Started.



1 CGA Courses and Exams

COURSE SEQUENCE

FOUNDATION STUDIES	LEVEL 1	● Financial Accounting Fundamentals	FA1
		● Micro & Macro Economics	EM1
		● Business Law	LW1
	LEVEL 2	● Financial Accounting: Assets	FA2
		● Business Quantitative Analysis	QU1
		● Management Accounting Fundamentals	MA1
	LEVEL 3	● Business Communication	CM1
		● Financial Accounting: Liabilities & Equities	FA3
		● Corporate Finance Fundamentals	FN1
● Managing Information Systems		MS1	
● Business Case 1		BC1	
ADVANCED STUDIES	LEVEL 4	● Financial Accounting: Consolidations & Advanced Issues	FA4
		● Accounting Theory & Contemporary Issues	AT1
		● Advanced Management Accounting	MA2
		● External Auditing	AU1
		● Business Case 2	BC2
		● Personal & Corporate Taxation	TX1

DEGREE REQUIREMENT

PACE Career Electives

1st Elective

2nd Elective

● Advanced Corporate Finance	FN2
● Information Systems Strategy	MS2
● Adv. Personal & Corporate Taxation	TX2
● Adv. External Auditing	AU2
● Internal Auditing & Controls	MU1
● Public Sector Financial Mgmt	PF1

You may include only one advanced auditing in your electives.

PACE Capstone Courses

PA1 / PA2

● Issues in Professional Practice	PA1
● Strategic Financial Management	PA2

CGA DESIGNATION

Bachelor degree and practical experience requirements must be completed before certification.

Levels One to Three: Foundation Studies

Foundation Studies provides a solid understanding of full-cycle financial accounting.

Levels Four: Advanced Studies

Advanced Studies covers advanced topics in financial and management accounting as well as the key professional concepts and knowledge in audit and taxation.

Professional Applications and Competence Evaluations (PACE)

PACE is the final level of studies prior to certification as a CGA. At this level, students must complete four courses, each course having a four-hour professional certification examination. These 16 hours of examinations are the certification exams used to assess the competencies and knowledge required to receive the CGA designation. Students select 2 Career Electives and all students must complete PA1 & PA2.

PACE Career Electives

Students select two career electives from a total of six electives. You may include only one advanced auditing in your electives. Electives are listed in the course sequence.

PACE Capstone Courses

The final two compulsory academic requirements of the CGA program are the PACE Capstone Courses and examinations PA1 & PA2. These professional application courses use case studies and business simulations to cover new topics, and provide students with the opportunity to integrate and apply knowledge they have acquired throughout the first four levels of the program. Students hone their skills and knowledge and develop key competencies in communication, strategy, time management and leadership.

2 Degree Requirement

All CGA students are required to obtain a bachelor's degree prior to certification as a CGA. While not an entrance requirement to the CGA program, CGA students should meet the degree requirement prior to beginning PACE Level studies. The degree may be from any approved post-secondary degree-granting institution and may be obtained in any field of study. Equivalent foreign degrees also meet this requirement. For students entering the CGA program without a bachelor's degree, CGA offers an online degree opportunity. CGA's exclusive postsecondary partnership provides students in the program with an innovative way to complete a degree concurrent with their CGA studies.

There are two ways to satisfy the CGA program degree requirement:

Enter the program with a degree

Students entering the program with a degree from a CGA recognized Canadian or international institution satisfy the CGA program degree requirement. In addition, credits earned in many degree programs may also earn CGA students transfer credits for CGA courses in Levels One through Four. The degree requirement and transfer credits are determined in the program's admission process.

Complete a degree concurrently with your CGA studies

All students in the CGA program are required to obtain a bachelor's degree prior to receiving certification as a CGA. This is an exit requirement and not an entrance requirement.

For students entering the CGA program without a bachelor's degree, CGA offers an Honours Bachelor of Commerce degree through Laurentian University (LU). The LU degree opportunity has been designed for part-time distance learning and provides students requiring a degree with efficient options to meet CGA's degree standard. The CGA Association administers the course delivery process for the degree opportunity.

The LU Honours Bachelor of Commerce combines versatile management education and core business skills that complement the CGA professional studies, providing students with a solid professional business education. For further details on the LU degree, please visit www.cga.laurentian.ca.



3

Senior-Level Responsibility

FINANCE, ACCOUNTING & MANAGEMENT CONTROL

- Accounting for business combinations
- Calculating earnings per share
- Supervising employees
- Performing job costing
- Preparing budgets and variance analysis
- Cash flow planning
- Evaluating cost of capital

INFORMATION SYSTEMS

- Performing analysis of requirements
- Preparing systems and user procedures
- Testing systems

TAXATION

- Share disposition on reorganization of capital
- Purchase or sale of assets of a business
- Computing capital dividend election

AUDITING

- Audit of sales and collection cycle
- Testing of internal controls
- Analyzing audit results
- Program development
- Auditing through the computer system

PUBLIC SERVICE

- Accounting for funds, revenues and expenditures
- Exercising commitment authority
- Preparing budgetary reports
- Presenting public information

GENERAL MANAGEMENT

- Strategic planning
- Team building
- Preparing and delivering presentations

Practical Experience

To achieve certification, you are required to obtain 36 months of work experience related to accounting and/or financial management to complement your course knowledge. The work experience must have 24 of the required 36 months at the senior level. CGA students may meet this experience requirement in any business sector and in a variety of fields.

Generally speaking, it takes students a minimum of 36 months to gain the appropriate breadth and depth of competencies for certification.

Students in the final year of study are required to report their employment experience by completing our online Practical Experience

Assessment Questionnaire for evaluation. Employers are required to validate the reported experience. The Association uses these questionnaires to verify and assess reported experience, and to help each student fulfill the practical experience requirement necessary for certification.

Academic fees

Admission

Applicants to the program must complete the admission form and submit an admission fee. Official transcript(s) must also be sent to the CGA Student Services office.

Basic Tuition

CGA students must pay an annual registration fee each year. The registration fee is prorated for the spring and summer sessions. For specific fees, please go to: www.cga-nb.org

Course Fees

Course fees cover all course costs including textbooks, lesson materials and examination fees.

Entrance Fee

A basic one time entrance fee is charged for all new registrants upon enrolling.

Transfer Credit Fees

A fee per each transfer credit granted to a set maximum amount is payable upon enrolment. Subsequent transfer credits granted while the student is in the CGA program will also require a fee.

Microsoft Office

All students must have access to Microsoft Office.

Other Fees and Costs

Students may also be responsible to purchase additional items such as the CICA Handbook, Computer Tutorial and Business Cases 1 & 2.

For specific fees and computer requirements, please go to: www.cga-nb.org

Course offerings

	Session 1	Session 2	Session 3	Session 4
FOUNDATION STUDIES	SEP- DEC	DEC-MAR	MAR-JUN	JUN-AUG
LEVEL 1	FA1	FA1 EM1	LW1	LW1
LEVEL 2	FA2	FA2 QU1	MA1 CM1	CM1
LEVEL 3	FA3 BC1	FA3 FN1 BC1	MS1 BC1	BC1
ADVANCED STUDIES	SEP- DEC	DEC-MAR	MAR-JUN	JUN-AUG
LEVEL 4	FA4 MA2	AT1 TX1 AU1 BC2	FA4 TX1 AU1 BC2	FA4 MA2 AT1 TX1 AU1 BC2
PACE	SEP- DEC	DEC-MAR	MAR-JUN	JUN-AUG
CAREER ELECTIVES	FN2 MU1	FN2 MS2 PF1 AU2	TX2 AU2	MU1 PF1
PACE	SEP- DEC	DEC-MAR	MAR-JUN	JUN-AUG
CAPSTONE COURSES	PA1 PA2	PA2	PA1	

Financial resources	7	18	175	58	1,368	4,371	-	-
Government	360	585	3,411	1,953	42	12	-	-
Other	616	748	3,382	1,228	1,264	139	389	193
	8,406	8,776	14,286	5,344	5,276	9,430	1,318	312

Term to Maturity

Derivative contracts have varying maturity dates. The remaining contractual term to maturity for the notional amount is as follows:

Canadian \$ in millions)		Term to maturity					Over 10 years	2011 Total notional amounts
		Within 1 Year	1 to 3 years	3 to 5 years	5 to 10 years			
Interest Rate Contracts								
	Interest rate contracts	\$1,100,539	\$ 1,116,453	\$805,193	\$ 243,463	\$ 191,922	\$ 45,489	\$ 1,102,500
	Forward rate agreements, futures and options	562,539	436,129	75,328	30,886	18,007	2,119	562,500
	Interest rate contracts	1,665,059	752,582	380,521	274,349	209,999	47,608	1,665,000
Foreign Exchange Contracts								
	Cross-currency swaps		1,056	1,015	2,720	3,698	2,381	10,865
	Cross-currency interest rate swaps		24,179	23,175	18,400	21,814	5,392	92,965
	Forward foreign exchange contracts, futures and options		158,140	7,578	7,541	544	39	173,832
	Foreign exchange contracts, futures and options		183,375	31,768	28,661	26,056	7,812	277,630
Commodity Contracts								
	Commodity contracts		29,018	16,473	3,109	840	319	49,759
	Options		277,493	158,758	35,467	20		571,738
	Commodity contracts		406,511	175,231	38,576	840	319	621,497
Other Contracts								
	Other contracts		2,793	2,371	3,189	2,181	866	39,470
	Other contracts		19,994	24,928	38,779	15,116	839	90,656
	Notional amount	\$ 1,388,255	\$614,819	\$ 383,554	\$ 254,212	\$ 57,444	\$ 2,694,200	

Including customers liability under acceptances and allowance for credit losses by category are as follows:

Canadian \$ in millions)	Gross amount		Specific Allowance		General allowance		2011
	2011	2010	2011	2010	2011	2010	
Residential mortgages	\$ 52,429	\$ 63,321	\$ 14	\$ 5	\$ 11	\$ 23	\$ 52,429

Student Services

CERTIFIED GENERAL ACCOUNTANTS OF NEW BRUNSWICK

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