

Passing the ABA Exam

ACAT accreditation is an indicator of your willingness to invest in yourself -- visible proof of your commitment to maintaining your professional growth.

Since 1973, the Accreditation Council for Accountancy and Taxation (ACAT) has offered accounting practitioners the Accredited Business Accountant designation—a credential that assures clients, potential clients and potential employers that the credential holder has demonstrated, through examination and experience, a thorough knowledge and proficiency in financial accounting, reporting, statement preparation, taxation, business consulting services, business law and ethics.

The ABA is a prestigious credential for practitioners who specialize in the needs of small-to-mid-size businesses and in financial services to individuals and families.

Because ABA certification is voluntary, the choice to become certified demonstrates individual pride in the profession, the desire to be recognized for mastery of the principles of accounting and taxation, and an ongoing commitment to quality client care. Certification can be a means for upward mobility, a condition for employment, a route to higher pay, and a source of recognition nationwide.

Accredited Business Accountant (ABA) is ACAT's registered designation for Accreditation in Accountancy. In states where use of this designation is not permitted, individuals use Accredited Business Advisor[®]. The process for attaining the credential and rules for use of both are the same:

The credential is earned by passing a 200-question examination, meeting the three-year work experience requirement and by agreeing to abide by the ACAT Code of Ethics.

HOW CAN I PREPARE FOR THE EXAMINATION?...
OUR RECOMMENDATIONS

Top scorers in recent ABA examinations all share these preparation steps:

1. They used the ACAT Prep Course.
2. They studied over two to three months.
3. They took the Sample Exam.

Follow these tips; you will be ready to pass the ABA exam.

RESOURCES AVAILABLE

ACAT Preparatory Book

The ACAT Prep Course is written and updated by experts in the field of accountancy accreditation to help those studying to earn the Accredited Business Accountant® (ABA) credential. This two-book, loose-leaf binder is a comprehensive review covering:

- Practice I: Financial Accounting and Financial Statement Preparation, Presentation and Reporting •
 - Practice II: Business Consulting Services, Taxation, Business Law and Ethics
- It's available at www.nsacct.org/bookstore.asp

Sample Test

A 200-question exam that exactly mirrors in format and topics the exam you will take. Answer key is provided so that you can grade it yourself and identify your strengths and weaknesses. For an order form, go to www.acatcredentials.org/aba_study.html

Cram Courses

Look for any locally offered live Cram Courses, perhaps by your state accounting organizations. Visit our website at www.acatcredentials.org for information about these courses.

College Courses

A number of colleges offer the semester or quarter-long Capstone Course to prepare students to take the ABA exam. Check with ACAT 1.888.289.7763 x 1343 to see if any of these institutions are near you.

ABA Study Guide

The study guide breaks the ACAT Prep Book for the ABA Examination into bite-size chunks: One bite for each of thirteen weeks, or three months. Arrange to set aside a specific time to work on your Prep Book studies. You can do it all in one sitting or break it up, perhaps working on it every day at lunch.

For each chapter in the Prep Book, you'll be asked to start with the quiz at the end of the chapter to gauge your current knowledge. If you do well on the quiz, move on to the next section. If you don't do well, read the chapter to refresh your understanding of the topic. You'll be given key concepts for each chapter; make sure you understand them.

On the thirteenth week, you'll be asked to take a sample test. This test is just like the actual ABA exam...only you'll be able to grade it and know if you still have weak areas to work on.

The study guide is free, it's available on the ACAT website at:
www.acatcredentials.org/aba_study.html