

# INSTRUCTIONS TO OBTAIN MEMBERSHIP

## A Membership Criteria

MAAT	<p><b>Through AAT Exams</b> [AAT PASSED FINALISTS - PF]</p>	<ol style="list-style-type: none"> <li>Successful completion of <b>AAT (PF) and 1 year of Practical Training / Experience + completion of 2 day People &amp; Leadership Skills workshop (PLS)</b> conducted by AAT Business School of AAT Sri Lanka. (PFs of any syllabus can apply under this scheme)</li> </ol> <p style="text-align: center;"><b>Or</b></p> <ol style="list-style-type: none"> <li><b>SPECIAL SCHEME - Based on service letters</b> Successful completion of <b>AAT (PF) and 4 years working experience</b> in lieu of training records (this is applicable only for PFs who have registered as AAT Students prior to the year 2015) along with completion of <b>2 day People &amp; Leadership Skills workshop (PLS)</b> conducted by AAT Business School. AAT Passed Finalists with 04 years working experience (after AAT registration) in Accounting / Auditing / Banking / Taxation OR University Lecturing (Accounting / Finance / Auditing / Taxation) can apply for MAAT Membership by producing <b>comprehensive service letter/s in lieu of training records</b>. Passed Finalists who hold <b>Senior positions</b> at Government or recognized Private Sector organizations and have more than 04 years working experience (after AAT registration) in Marketing / HR are also entitled for this scheme. A/L accounting teachers who are PFs of AAT and management graduates from UGC recognized universities with more than 4 years teaching experience in Govt. / Semi Govt. schools can also apply for membership of AAT (life membership). (valid for a limited period only)</li> </ol>
	<p><b>DIRECT</b></p>	<p>Licentiate certificate / Intermediate certificate / CAB II certificate / CBA certificate (issued after completion of the training requirements) of <b>CA Sri Lanka</b> and 02 years Practical Training / Experience (1 year if CBA) + completion of <b>2 day People &amp; Leadership Skills workshop (PLS)</b> conducted by AAT Business School (Service letters should be submitted as proof).</p> <p style="text-align: center;"><b>Or</b></p> <p>Advanced Diploma Certificate of <b>CIMA (UK) / ACCA (UK)</b> and 02 years Practical Training / Experience + completion of <b>2 day People &amp; Leadership Skills workshop (PLS)</b> conducted by AAT Business School. (Training Records should be submitted as proof)</p>
SAT	<p><b>UPGRADING</b></p>	<ol style="list-style-type: none"> <li>05 years <b>Executive Level Accounting Experience</b> after obtaining MAAT.</li> </ol> <p style="text-align: center;"><b>Or</b></p> <ol style="list-style-type: none"> <li>Those members who have <b>Executive Level Experience in Non-accounting fields</b> can also apply to upgrade, after completing <b>any higher course conducted by AAT Business School</b> in addition to the required experience.</li> </ol> <p>----- All members are required to comply with <b>120 CPDs</b> in every 3 rolling years.</p>
	<p><b>DIRECT</b></p>	<p><b>Final Examination (Passed Finalist) with case study</b> of CA Sri Lanka / CIMA (UK) / ACCA (UK) and <b>03 years</b> relevant Practical Training / Experience.</p>
FMAAT	<p><b>UPGRADING</b></p>	<p>05 years <b>Managerial Level Experience</b> after obtaining SAT grade. All members are required to comply with <b>120 CPDs</b> in every 3 rolling years.</p>
	<p><b>DIRECT</b></p>	<ol style="list-style-type: none"> <li><b>Membership of CA Sri Lanka / CIMA (UK) / ACCA (UK)</b> and <b>03 years post-qualifying managerial experience</b>.</li> </ol> <p style="text-align: center;"><b>Or</b></p> <ol style="list-style-type: none"> <li>Passed Finalists of AAT having a professorship / Doctorate with a finance background could apply for Direct FMAAT (Life Membership)</li> </ol>

(The existing criteria mentioned here may be subject to revision. Please update yourself with ongoing criteria at the time of applying for membership.)

**B**

Those applying for MAAT should attach all the following documents to their application form.

- B.1 **Records of Experience / Practical Training** in detail (in Regular Basis)
  - B.2 Certified copies of **Service Letters** from current employer and previous employers (Originals of service letters should be produced if addressed to AAT Sri Lanka)
  - B.3 Certified photocopies of your Educational and Professional Certificates / AAT Stage III / Final / AA3 with Talent Capstone **Results Sheet & Passed Finalist Certificate**
  - B.4 A copy of the **People & Leadership Skills workshop (PLS) Certificate** (if received by the time of applying for membership)
  - B.5 Pay in Voucher (Copy to be sent to AAT) / Cheque / any other **proof of payment**
  - B.6 Two stamp sized **photographs** with name written on the reverse (Colour)
  - B.7 Certified photocopies of your **National Identity Card & Birth Certificate**
- Any incompleteness may lead to rejection of the application.

**C**

Those applying for SAT / FMAAT should attach all the following documents to their application form.

- C.1 Certified photocopies of Educational / **Professional Certificates / Membership Certificates**
- C.2 Certified copies of **Service Letters** from current employer and previous employers certifying Executive Level Accounting Experience / Relevant Practical Training. (Originals of service letters should be produced if addressed to AAT Sri Lanka)
- C.3 Two stamp sized **photographs** with name written on the reverse (Colour)
- C.4 Depositor's copy of the Pay in Voucher / Cheque / any **proof of payment**
- C.5 Certified photocopies of your **National Identity Card & Birth Certificate**
- C.6 **Powerpoint presentation** [for Members upgrading/applying for **SAT & FMAAT categories** (other than Chartered Accountants) ]

Members upgrading to SAT currently having **executive experience in Non-Accounting fields** should attach a **copy of the certificate of any higher diploma course conducted** by Business School of AAT Sri Lanka.

Any incompleteness may lead to the rejection of the application.

**D**

Each period of experience must be entered in Months and the total also entered in months in the training record for MAAT.

**E**

Please note that if your application is rejected because you are not eligible for Membership of AAT as you have failed to comply with paragraph (A) above, the refund of the fees paid by you will be delayed up to about Six Months (the minimum).

**N.B. You must make a written request with the Pay in Voucher (copy of the Depositor) for the refund.**

**F**

All cages of the application form must be completed. Do not leave any cage blank as incompleteness may lead to delay in processing your application

**G**

After the receipt of application, eligible MAAT applicants will be called for an interview SAT & FMAAT applicants for a presentation. Then the membership has to be recommended by the **Membership Committee** and approved by the **Governing Council**, and that process will take at least Six Weeks.

## Membership Fees (w.e.f. 01.04.2023)

Category	For New Applicants		For existing members to upgrade membership to next category (upgrading Fee)			
	Ordinary Membership Registration Fee (Subject to annual renewal)	Life Membership Fee (No renewal)	ORDINARY TO ORDINARY	ORDINARY TO LIFE	LIFE TO LIFE	
MAAT	Rs. 7,000	Rs. 32,000	MAAT to SAT	Rs. 8,000	Rs. 36,000	Rs. 4,000
(For AAT Passed Finalists)	4 years Service Category (Special Scheme) Rs. 10,000		SAT to FMAAT	Rs. 9,000	Rs. 42,000	Rs. 6,000
MAAT (Direct)	Rs. 23,000	Rs. 40,000				
SAT (Direct)	Rs. 24,000	Rs. 45,000				
FMAAT (Direct)	Rs. 25,000	Rs. 50,000				

(Membership fees may be subject to revision)

Any person eligible for admission as an ordinary member (FMAAT / SAT / MAAT) is eligible to apply subsequently for Life Membership for which a **seperate Life Application Form should be completed**. There is no annual renewal fee payable for those who obtain Life Membership as in the case of Ordinary Members.

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