



# MEMBERSHIP GUIDE

*Elevate your prestige!*

**aat**  
SRI LANKA

**ASSOCIATION OF  
ACCOUNTING TECHNICIANS  
OF SRI LANKA**

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## THE ASSOCIATION OF ACCOUNTING TECHNICIANS OF SRI LANKA (AAT SRI LANKA)

### VISION

To be the most recognized qualification for middle level accounting professionals

### MISSION

To provide our students a route to success in life by helping them become competent middle level accountants who add value to their employers.

We provide our members an opportunity for career progression and networking , our staff an empowered and enjoyable working environment and education service providers an opportunity to develop their delivery competency while co-operating for mutual gain with accounting & academic institutions.

### AAT SRI LANKA AT A GLANCE

- Established in 1987
- Over 5,500 active members
- Over 330,000 registered students
- Around 30,000 active students
- Over 35,000 Passed Finalists

### INTERNATIONAL MEMBERSHIPS

#### MEMBER

International Federation of Accountants (IFAC)

#### MEMBER

Confederation of Asian & Pacific Accountants (CAPA)



## WHY SHOULD YOU JOIN WITH A PROFESSIONAL MEMBER FRATERNITY?

Professional membership is an excellent supplement to your resume too as it demonstrates the high standard of education & experience you possess.

Becoming a member of a recognized professional body can offer you many synergistic benefits including but not limited to,

- Broadening your knowledge & skills
- Enhancing networking opportunities with peers & industry experts
- Illuminating the recognition of the qualification you have already obtained
- Creating a better impression about you.

# WHAT BENEFITS CAN AAT SRI LANKA MEMBERSHIP OFFER YOU?



- You can use the **Membership credentials “MAAT/SAT/FMAAT”** at the end of your name
- Your details will be included in the AAT Sri Lanka **Members portal**
- You will receive the **resourceful Members’ Journals (InSearch)** free of charge
- You can participate in **flagship networking and knowledge packed events** like Annual Conferences, Monthly Seminars, Workshops, Training Programmes, Members’ Day Programmes etc organized by AAT Sri Lanka free of charge or at concessionary rates
- You can apply to **serve as a Member of various Committees** of AAT Sri Lanka
- You will be eligible to apply as a candidate to be a member of the **AAT Sri Lanka Governing Council**
- You may get an opportunity to **participate in AAT Examination activities** as a Marking Examiner, an Examination Centre Member Supervisor, a Paper Setter / Moderator / Translator etc. [if qualified]
- You can follow a range of **courses conducted by the AAT Business School** at special rates
- You can enjoy periodically updated **discounts & special services** from specified Hotels, Restaurants, Caterers, Book Shops, Opticians, Hospitals, Furniture dealers, Jewellers, Magazines, Tours, Vehicle Service Stations, Readymade Garments, Footwear dealers, etc...
- You can apply for an **AAT Affinity Credit Card from HNB**
- Practice as an **“Approved Accountant”** as per the Inland Revenue Act [for FMAAT].
- Act as an **“Authorized Representative”** for Inland Revenue purposes as per the Inland Revenue Act.

Receiving the distinguished membership at the Convocation



Members crowned as "Avurudu Kumara & Kumari" at the New Year Festival



Inauguration of an Annual Conference of Members

A gathering of like-minded professionals - Annual Get-together of Members



"Insearch" Members' Journal



HNB affinity credit card for Members

AAT Members' Night (Year end members' gathering)



Members' Annual Cricket Tournament

# FROM THE THOUGHTS OF SOME OF OUR DISTINGUISHED MEMBERS



I joined the SL Army as a directly enlisted officer to the rank of Lieutenant. At that time, I had only the AAT & Chartered Intermediate qualifications when I joined the SL Army. Subsequently became member of CIPFA(UK), CIMA(UK). Today, I have become a Major General and this is the first time in the history of the Armed Forces a qualified Accounting / Financial professional successfully achieved the most respected & highly decorated rank of Major General. Skill, knowledge & competency that I gained through the **AAT qualification helped me a lot at the beginning of my career.**

**I am very proud to be a Fellow Member of the AAT Sri Lanka.** I know most of the AAT members work in foreign countries as Accountants. They are very capable of performing tasks fulfilling the expectations of top level management. I am telling this with my experience in my Directorate. There are more than 50 AAT members & over 80 partly completed AAT students employed there. I know of their technical knowledge & skill when performing their duties. Therefore, I have no hesitation to recommend them anywhere in the world to function as Accountants.

Major General M.S.C Perera, USP,  
Director Internal Audit  
Sri Lanka Army  
FMAAT [LF 233]



when I was pursuing my Degree in Business Management at the University of Sri Jayewardenepura, very few of us had an idea of obtaining a professional qualification alongside our degree and little did we know that the **corporate sector preferred both a professionally and academically qualified person.** In the meantime AAT was gaining its popularity among the university students as one of the best career gateways and it is in fact evident today as well, looking at how competitive this qualification has become amongst school students. **Today, I am truly grateful to AAT for giving me a head-start in my professional career.** Thanks to the recognition AAT had among the corporates I was able to succeed in my interview at RDA if not for which, I believe my career would have taken a different path.

Mr. Kumarasinghe Sirisena,  
Chairman, Sri Lanka Telecom  
PLC  
FMAAT [LF 264]



**AAT was the first professional qualification I obtained in my career.** Thanks to it, I was able to gain a wealth of knowledge on comprehensive topics ranging from Corporate Governance to Supply Chain Management to Strategic Management and so forth which had a great impact on my conceptual skills climbing up my career ladder. In addition to that, the interpersonal skills and PR skills nurtured through seminars and various other programmes were helpful in grooming me to the professional I am today. Further on, the efforts taken by the AAT Institute and its members, in organizing the annual member's conference and releasing tabloids such as 'Insearch' have been a great source for us members to keep abreast of new developments and other topics that have raised the brows of many both locally and in the international arena. All these have been proven to be beneficial handling my job scope effectively and efficiently.

Mr. W.A.S.B.M.T. Janse  
Senior Accountant, Mga  
Engineering (Private) Limited  
MAAT [LM 3522]



**REQUIREMENTS  
FOR OBTAINING  
MEMBERSHIP**

## A. AAT Passed Finalists - PFs (who have completed AAT SRI LANKA Exams)

1. Successful completion of **Stage III / Final Exam and 02 Years' Practical Training / Experience** (Student Training Records should be submitted as proof). Applicable to **Passed Finalists before July 2015 Examination only.**  
**[Practical Training in excess of Two (02) years before student registration is counted as one (01) year]**  
**OR**
2. Successful completion of **AA3 with Talent Capstone / Stage III / Final Exam and 1 year of Practical Training / Experience + completion of 2 day People & Leadership Skills workshop** (PLS) conducted by the Business School of AAT Sri Lanka. (Student training records should be submitted as proof).  
**[Practical Training in excess of One (01) year before student registration is counted as Six (06) months]**  
**OR**
3. **Special Scheme**  
Successful completion of **Stage III / Final Exam and 4 years' working experience** in lieu of training records (not applicable for Passed Finalists registered from 2015 onwards).  
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 **comprehensive service letter/s** in lieu of training records.  
Passed Finalists who hold **Senior positions** of Government or **recognized Private sector** organizations and have more than 04 years' working experience (after AAT registration) in Marketing / HR are also entitled to apply for membership under this scheme.  
**Students who have registered under Previous Curriculum (1999-2015 January Exam) but completed the exams under the new syllabus** (i.e. 2015 July onwards) can also apply for membership under this 4 years' of working experience scheme **along with** completion of 2 day **People & Leadership Skills workshop** (PLS) conducted by Business School of AAT Sri Lanka.

### MEMBERSHIP CRITERIA OPTIONS IN A NUTSHELL

- |   |           |
|---|-----------|
| 1. 2 years' training (PF under old syllabus - before July 2015 Exam)          | <b>or</b> |
| 2. 1 year training + PLS (PF under any syllabus)                              | <b>or</b> |
| 3. 4 years' service (PF under old syllabus - before July 2015 Exam)           | <b>or</b> |
| 4. 4 years' + PLS (PF's under new syllabus but registered under old syllabus) |           |

## B. Direct Applicants

1. **Licentiate certificate / Intermediate certificate / CAB II Certificate / CSBA certificate of CA Sri Lanka** and 02 years' Practical Training / Experience (Service letters should be submitted as proof)  
**OR**
2. **Advanced Diploma Certificate of CIMA (UK) / ACCA (UK) and 02 years' Practical Training / Experience.** (Student Training Records should be submitted as proof)





## HOW TO APPLY?

- 1 MEMBERSHIP APPLICATION FORM
- 2 SUPPORTING DOCUMENTS  
REQUIRED FOR THOSE APPLYING FOR MAAT
- 3 SUPPORTING DOCUMENTS REQUIRED FOR  
THOSE APPLYING FOR SAT / FMAAT
- 4 SPECIAL NOTES

# 1

## MEMBERSHIP APPLICATION FORM

Anybody satisfying the **Membership requirements specified should forward a duly filled membership application** along with the supporting documents & the relevant Experience / Training records. Membership Application & the relevant Training format/s **can be downloaded from our official website [www.aatsl.lk](http://www.aatsl.lk) / collected from the AAT Head Office** during working hours (8.45am – 5.00pm) from Monday to Friday or from 8.45am to 4.00pm on Saturdays or obtained via post upon a request made to us.

# 2

## SUPPORTING DOCUMENTS REQUIRED FOR THOSE APPLYING FOR MAAT

- Regular basis **records of experience / practical training** in detail
- Certified photocopies of **service letter/s** from current employer and previous employer/s (Original copy, if addressed to AAT)
- Certified photocopies of **AAT Final result sheet** & the certificate (for AAT Passed Finalists only) / **Certificate relating to the entry qualification** from which Membership is applied, along with other educational and professional Certificates
- Copy of the PLS Certificate, if the examinations are completed from 2015 July onwards.
- 2 recent, stamp sized colour **photographs** with name written on the reverse
- Cheque / **Proof of payment** (Customer's copy of bank slip/ transaction slip from online payment/ Receipt from the cashier etc..)
- Certified photocopies of the **National Identity Card & Birth Certificate**

# 3

## SUPPORTING DOCUMENTS REQUIRED FOR THOSE APPLYING FOR SAT / FMAAT

- Certified photocopies of the **Certificate relating to the entry qualification** from which Membership is applied, along with other educational , professional & membership Certificates
- **Service letter/s** from current employer and previous employer/s certifying Executive Level Accounting / Managerial experience / relevant practical training
- 2 recent, stamp sized colour **photographs** with name written on the reverse.
- Cheque / **Proof of payment** (Customer's copy of bank slip/ transaction slip from online payment/ Receipt from the cashier etc..)
- Certified photocopies of the **National Identity Card & Birth Certificate.**
- A **Power Point presentation** of maximum 10 slides and 15 minutes on a relevant subject / experience [for other than Chartered Accountants].

# 4

## SPECIAL NOTES

- **All the requested information must be provided** clearly & completely. If any requested information is not applicable to you, that should be clearly mentioned without leaving any of the spaces provided to collect the information, blank. Noncompliance of this requirement will lead to unnecessary delays in processing of your application.
- Each period of experience & totals must be **entered in months** when recording the training/experience.
- Those who newly apply for membership are **required to face an interview** through which the eligibility for the membership will be assessed. Applicants who have been successful at the interview, should be **recommended by the Membership Committee & then approved by the Governing Council** of AAT Sri Lanka which will take approximately 4-6 weeks.  
  
Those existing members who wish to upgrade their membership to next level i.e. SAT/FMAAT or enroll directly to SAT/FMAAT, are **required to make a powerpoint presentation** after submitting the application for membership and once the eligibility for the membership is ascertained.
- However, as the admission to Membership is traditionally confirmed by the award of the Membership Certificate at the **Annual Convocation of AAT** which is generally held in the month of November, applicants are advised to send their duly filled Membership Application forms along with required documents to AAT Sri Lanka from the beginning of the year till mid September each year.
- In the event of your membership application is rejected due to your ineligibility for award of the same, **or for not complying with the terms of the membership criteria aforementioned**, refund of the fees paid by you may be delayed up to about 6 months.

Duly completed **Membership Application Form can be handed over** to AAT Sri Lanka, AAT Centre, No 540, Ven. Muruththettuwe Ananda Nahimi Mawatha, Narahenpita, Colombo 05 **or sent under registered cover.**



## INVESTMENT

MAAT – (AAT Passed Finalists)
MAAT – [(AAT Passed Finalists for the 4 year Scheme (No training records))]
MAAT – [Direct Applicants]
SAT – [Direct Applicants]
FMAAT – [Direct Applicants]

ENROLLMENT FEE	
ORDINARY (RS.) RENEWABLE ANNUALLY	LIFE (RS.) NO RENEWAL
4,000	27,000
5,000	27,000
20,000	35,000
21,000	37,000
22,000	40,000

[Ordinary membership is subject to an annual renewal]

## METHODS OF PAYMENT

- Cash/ Credit card payment @ AAT Centre - Narahenpita (During office hours) **OR**
- On-line payments through [www.aatsl.lk](http://www.aatsl.lk) **OR**
- Cheque in favour of 'Association of Accounting Technicians of Sri Lanka' & crossed "Account Payee Only" **OR**
- Payment to bank;  
Any Branch of People's Bank **A/C Number:** 309-100182536885

## CONVERTING ORDINARY MEMBERSHIP INTO LIFE MEMBERSHIP

Members presently holding Ordinary Membership who wish to convert into Life Membership subsequently should submit a **separate Life Membership Application Form** which can be download from [www.aatsl.lk](http://www.aatsl.lk). In addition, the life membership fee as shown above has to be paid.

# UPGRADING TO NEXT MEMBERSHIP LEVEL

Members who have enrolled other than for FMAAT category can upgrade their Membership to the next level i.e to SAT or FMAAT after satisfying following criteria;

Existing category	Upgrading category	Method	Experience required
MAAT	SAT	<b>Ordinary</b> method by completing the CPD & period required	<b>5 years'</b> Executive Level <b>Accounting Experience</b> (Service Letters should be submitted as proof) after obtaining MAAT. <b>OR</b> <b>5 years'</b> Executive Level <b>Experience in any other field</b> after obtaining MAAT grade (Service Letters should be submitted as proof) and completion of <b>MDP, any Diploma or higher Course conducted by AAT Business School.</b>
		<b>Direct</b> method	Final Examination with case study of CA Sri Lanka / CIMA(UK) / ACCA(UK) and <b>03 years'</b> relevant Practical Training / Experience (Service Letters should be submitted as proof)
SAT	FMAAT	<b>Ordinary</b> method by completing the CPD & period required	<b>05 years'</b> <b>Managerial Level</b> Experience after obtaining SAT grade (Service Letters should be submitted as proof)
		<b>Direct</b> method	Membership of CA Sri Lanka / CIMA(UK) / ACCA(UK) and <b>03 years'</b> <b>Post Qualifying Experience</b> (Service Letters should be submitted as proof).

## FEES FOR UPGRADING OF MEMBERSHIP

CATEGORY	ORDINARY → ORDINARY	ORDINARY → LIFE	LIFE → LIFE
From MAAT TO SAT	Rs. 7,000	Rs. 30,000	Rs. 3,000
From SAT TO FMAAT	Rs. 8,000	Rs. 35,000	Rs. 5,000

(Above fees are subject to revision)

## ACCOLADES RECEIVED BY AAT SRI LANKA



**1ST RUNNER-UP**  
(Medium Category)  
at the National Business Excellence Awards 2018  
Organized by National Chamber  
of Commerce Sri Lanka



**MERIT AWARD WINNER**  
(Local Market Reach)  
at the National  
Business Excellence Awards 2018  
Organized by National Chamber  
of Commerce Sri Lanka



**GOLD WINNER**  
(ASSOCIATION & SOCIETIES SECTOR) For the Sixth CONSECUTIVE YEAR  
2013 | 2014 | 2015 | 2016 | 2017 | 2018  
at the National Business Excellence Awards 2018  
Organized by National Chamber of Commerce Sri Lanka



**GOLD WINNER 2018**  
for the Best Managed  
Project in Academic Sector  
at the National Project Management  
Excellence Awards 2018



**BRONZE AWARD WINNER**  
at the Annual Report Awards-2018  
Organized by CA Sri Lanka



**SME BRAND OF THE YEAR**  
at the Brand Excellence 2018  
Organized by Sri Lanka  
Institute of Marketing [SLIM]



**ASSOCIATION OF  
ACCOUNTING TECHNICIANS  
OF SRI LANKA**

**TEL**

011 2 559 669 | 011 2 595 857 (Ext : 324, 323, 322, 321)

**FAX**

011 2 559 299

**EMAIL**

membership@aatsl.lk  
registration@aatsl.lk  
pf@aatsl.lk

**WEB**

www.aatsl.lk


**LOCATION**

AAT Centre, No. 540,  
Ven. Muruththettuwe Ananda Nahimi Mawatha,  
Narahenpita, Colombo 05, Sri Lanka.

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