



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA

(Established by Act of Parliament No. 15 of 1965)

NOVEMBER 2016 DIET OF THE PROFESSIONAL EXAMINATIONS

The Institute is a global professional accountancy organisation and Africa's largest and highly reputable association of Chartered Accountants. It is a founding member of the International Federation of Accountants (IFAC) and Pan African Federation of Accountants (PAFA). With more than 40,000 members, the Institute is dedicated to developing and promoting the highest educational, professional and ethical standards.

Vision - To be a leading global professional body.

Mission - To produce world-class chartered accountants, regulate and continually enhance their ethical standards and technical competence in the public interest.

The Professional Examinations - Since its introduction in 1965, the ICAN ACA qualification has become a mark of distinction. It is one of the most respected and recognised professional accounting credentials; by employers in business, government and a host of other organisations around the world

To earn the ICAN ACA qualification, individuals must study and demonstrate a mastery of accounting, analytical and decision making skills needed in today's fast-evolving and competitive workplace by passing the Institute's rigorous three-level professional examinations which are conducted twice annually in the months of May and November.

The building blocks of the ICAN ACA qualification are firmly grounded in the Institute's 2014 Professional Examination Syllabus which can be downloaded from the Institute's website www.icanig.org.

Examination Date - The Institute's November 2016 diet professional examinations are scheduled to hold from Tuesday, November 15 to Thursday, November 17, 2016.

Eligibility for Enrolment: The examinations are open to registered students only. Other interested persons should visit the Institute's website www.icanig.org, for guidelines on Students' Registration.

Examination Registration - The registration portal for the November 2016 diet examinations will open from Tuesday, August 02 to Friday, October 28, 2016

Mode of Registration - Candidates must register on-line for the examinations. For details please see "Directives for Online Registration" below.

Examination Centres - There are 42 centres all over Nigeria and one each in Buca, Cameroon and London, UK. Candidates can check the list of centres on the Institute's website: www.icanig.org.

Examination Fees

LEVELS	AMOUNT (₦)					
	1 PAPER	2 PAPERS	3 PAPERS	4 PAPERS	5 PAPERS	6 PAPERS
FOUNDATION	19,500	22,700	25,900	29,100	32,300	-
SKILLS	28,700	35,700	42,700	49,700	56,700	63,700
PROFESSIONAL	31,450	39,700	47,950	56,200	64,450	-

Note: Fees are exclusive of bank charges of N300

Payment Period - Payment for examination fees will open from Tuesday, August 02 to Friday, October 28, 2016.

Students should note that payments will not be received at any bank after Friday, October 28, 2016.

Payment centres - All commercial banks in Nigeria for candidates who are taking the examination in Nigeria.

ALL STUDENTS WHO WISH TO WRITE THE EXAMINATION AT BUEA, CAMEROON OR LONDON, UK CENTRES MUST MAKE PAYMENT IN CAMEROON (CFA) OR POUNDS STERLING (GBP). Please, contact our representatives:

Cameroon Mr. Vutumu Aloysius, FCA on +237675871546, vutumu@yahoo.co.uk or Mr Henry J.B Akale, FCA. Tel:+237694646517.

London Mr. Omusa Ohyoma, ACA on +447766252595, omusa@ohyoma.com.

Free Aid to Candidates - All ICAN Students can download for free the soft copies of Study Texts, and Pathfinders from our website www.icanig.org using their login details.

Hard copies of the ICAN Study Texts are available for collections free by candidates at any of the following locations

1. ICAN Annex, 82, Murtala Mohammed Way, Ebute Metta, Lagos
2. ICAN Liaison Offices Abuja, Kaduna, Kano. Addresses are available on www.icanig.org (click on membership/District offices)
3. ICAN District Offices nearest to the approved examination centres. Addresses are available on www.icanig.org (click on membership/District offices)

The ICAN Study Texts will be issued to students on presentation of examination fees bank payment tellers (not photocopies) and the completed on-line examination registration form for the November 2016 diet.

DIRECTIVES FOR ONLINE REGISTRATION

1. **BEFORE PAYMENT:** Check your Examination/Financial Status on www.icanig.org to confirm the amounts payable for the examination fees and annual subscription. Payment should be made on separate tellers.
2. **METHODS OF PAYMENT:**
 - a. **Pay Direct:** Make payment into ICAN e-Collection Account through PAY DIRECT at any commercial bank branch nationwide. Collect your payment teller & receipt and proceed with your on-line registration
 - b. **Naira Debit Card:** Pay online using your Naira Debit Card by selecting the relevant pay type and following the steps enumerated below:
 - Go to ICAN website www.icanig.org
 - Click on "Students"
 - Click on "Professional (Check Exams/Financial status)"
 - Enter your Registration Number to view your Financial Status.
 - Select "Pay/View Online on Verve/ MasterCard" OR "Pay/View Online on VISA Debit Card" (under methods of payment on financial status page)
 - Click on "sign on" to set up your account or enter your password if you had set up your account before.
 - Proceed to make separate payments for subscription and examination fees
 - Print out the transaction receipt for examination fees
 - Proceed to on-line registration
3. **ON-LINE REGISTRATION:**
 - a) **Requirements:**
 - Scanned soft copy (JPEG format, 20kb maximum file size) of your passport photograph (on white background)
 - Scanned soft copy of your signature. (JPEG format, 20kb maximum file size)
 - Pin and Serial Numbers
 - b) **Procedures:**
 - Complete the Online form on ICAN website: www.icanexamsonline.org/professional
 - Read the examination rules and guidelines and if you agree to abide by them, select "Agree" and click on "Submit".
 - Print the following after clicking on "Submit":
 - Completed online examination form;
 - Examinations time table, centres and their addresses;
 - Examinations rules and regulations & offences and disciplinary measures;
 - Examinations warning to all candidates

Note that the third and fourth bullet points above must be read thoroughly and understood by candidates as they will be strictly applied.

4. Visit the website three days after online submission of the examination form to confirm your enrolment.
5. CANDIDATES ARE ADVISED TO DOWNLOAD THEIR EXAMINATION DOCKETS FROM THE INSTITUTE'S WEBSITE 5 DAYS TO THE EXAMINATION DATES

EXAMINATION TIME-TABLE FOR NOVEMBER 2016 DIET

DAY	TIME	FOUNDATION	SKILLS	PROFESSIONAL
TUESDAY	9.00 a.m. - 12 noon	Financial Accounting	Financial Reporting	Corporate Reporting
NOVEMBER 15, 2016	2.00 p.m. - 5.00 p.m.	Management Information	Taxation	Advanced Taxation
WEDNESDAY	9.00 a.m. - 12 noon	Quantitative Techniques in Business	Performance Management	Strategic Financial Management
NOVEMBER 16, 2016	2.00 p.m. - 5.00 p.m.	Business & Finance	Audit & Assurance	Advanced Audit & Assurance
THURSDAY	9.00 a.m. - 12.00 pm/ 1.00p.m.	-	Public Sector Accounting & Finance	Case Study
NOVEMBER 17, 2016	2.00 p.m. - 5.00 p.m.	Business Law	Management, Governance & Ethics	-

IMPORTANT NOTES TO ALL CANDIDATES

1. Candidates are advised to check their Examination/Financial Status on ICAN website www.icanig.org before effecting payment for the examinations. Examination fees, once paid, are not refundable. Outstanding subscription must be paid.
2. Candidates are warned, in their own interest, not to bring MOBILE/GSM PHONE(S) OR ELECTRONIC HEADSET into the Examination Hall. Anyone found violating this instruction will be stopped from continuing with the examination and the paper WILL BE CANCELLED.
3. Candidates who have applied for exemption from any level or subject of the examination are advised to confirm that their applications are successful before making payment for the examinations.
4. Candidates are not permitted to apply for EXEMPTION and EXAMINATION at the same time.
5. The registration period for the examination is between Tuesday, August 02 and Friday 28 October, 2016. Payment closes on Friday, 28 October, 2016. REGISTRATION PERIOD WILL NOT BE EXTENDED.
6. Eligibility to combine subjects at different levels of the examinations is only applicable to candidates with recognised professional qualifications but must be properly authorised. Candidates are advised to contact the Professional Examinations Department to confirm their eligibility.

Rotimi A. Omotoso, MBA, FCA

Registrar/Chief Executive

ICAN Secretariat, Plot 16, Idowu Taylor Street, Victoria Island, Lagos
Tel: 01-7642294, 7642295.

Email: info.ican@ican.org.ng Website: www.ican.org.ng

For further enquiries please contact: professionalexams@ican.org.ng