

**THE INSTITUTE OF  
CHARTERED ACCOUNTANTS  
OF NIGERIA**  
(Established by Act of Parliament No. 15 of 1965)



&



**ASSOCIATION OF  
ACCOUNTANCY BODIES IN  
WEST AFRICA  
(ABWA)**

Presents

## **ASSOCIATION OF ACCOUNTING TECHNICIANS WEST AFRICA (AATWA) 53RD INDUCTION CEREMONY**

This is to inform all ATSWA students who passed the Final Examinations before or in year 2020 that registration for AATWA Induction Ceremony is in progress. **The next edition will be held on Monday, December 14, 2020 by 10am at ICAN Centre, Plot 12, Kofo Kasumu Street, Lake View Estate, Phase 1, 2nd Rainbow bus stop, Amuwo Odofin, Lagos.**

**APPLICATION FEE: N24,500 (Updated)**

### **METHOD OF PAYMENT:**

**1a. Pay Direct at any Bank:** Walk into any commercial bank and pay into ICAN e-Collection Account via paydirect and obtain your payment receipt.

**1b.** Generate PIN and Serial No (SNo) using the link at the top of your receipt: <http://www.icanonline-ngr.com/paydirect> and then proceed to the online application.

### **2. Online Payment using internet explorer**

**a. PayDirect:** Go to [www.icanportal.org/ats/paymasters/PayDirectIndex](http://www.icanportal.org/ats/paymasters/PayDirectIndex) to pay and proceed to online application.

**b. Quickteller:** Go to <http://www.icanportal.org/ats/paymasters/QuicktellerIndex> to pay and proceed to online application.

**c. WebPay:** Go to <http://www.icanportal.org/ats/paymasters> to pay and proceed to online application.

### **PROCEDURE FOR ON-LINE REGISTRATION:**

#### **a. Requirements:**

- i. Scanned/soft copy (JPEG format, 20kb maximum file size) of your passport-sized photograph (white background)
- ii. Certified photocopy of ATSWA III Examination Result Slips
- iii. Evidence of application fee payment
- iv. Evidence of subscription payment

#### **b. Procedures:**

- **Submit** the completed and duly signed application form with all the required documents at ICAN office, 16, Idowu Taylor Street, Victoria Island, Lagos.
- Those residing outside Lagos State could submit scanned copy of the form and other documents **strictly at [aat@ican.org.ng](mailto:aat@ican.org.ng) ONLY**. Application forms sent to any other email address may not be treated as the designated email address is for ease of collation and proper monitoring. Hardcopy should be kept by applicants outside Lagos for submission at the Induction venue on December 14, 2020.
- Application forms **MUST** be signed by the applicants and at least one referee (ACA or AAT) who is financially up to date.
- All applicants who have submitted their forms shall be contacted after vetting.

### **NOTE**

**I. All outstanding dues MUST be paid before submission of application form.**

**II. Payment and online application will close on Monday, November 30, 2020.**

**III. Friends, well-wishers and organisations may place congratulatory messages/adverts in the Brochure at the cost of N25,000 (full page) and N15,000 (half page). Payment evidence and artwork must be sent to [aat@ican.org.ng](mailto:aat@ican.org.ng) only on or before Monday, November 30, 2020.**

**IV. Payment for advert placement should be made to "The Institute of Chartered Accountants of Nigeria", GTBank A/C no: 0000631076.**

**V. Inductees are entitled to bring only one guest. Additional guest attracts a fee of N5,000 only payable to the bank details above.**

## **25TH ANNUAL CONFERENCE & ANNUAL GENERAL MEETING**

This is to inform all members of the Association of Accounting Technicians, West Africa (AATWA) that the Annual General Meeting and Annual Conference will be held at ICAN Centre, Amuwo Odofin, Lagos on Monday, December 14, 2020 by 1pm.

**Conference Fee: N10,000 (Not applicable to July & Dec. 2020 inductees) Payment closes on Monday, November 30, 2020**

### **METHOD OF PAYMENT:**

"**ANNUAL Conference fee**" should be paid at <http://www.icanportal.org/AAT/paymasters/Create> . Insert your details and click "Add" under "Items" to pick "Annual Conference Fee" Then proceed to [www.icanportal.org/aaat](http://www.icanportal.org/aaat) to complete your registration. Print and bring the printout to the venue.

## BENEFITS OF AAT

1. Holders of the Association of Accounting Technicians qualification can use their certificate to proceed to the ICAN Professional qualifying examinations scheme and eventually qualify as full-fledged Chartered Accountants.
2. AATWA Certificate is recognised across the West Africa sub-region and internationally by reputable organisations like WES Canada and others
3. The AAT certificate can also be used to secure admission into a University to study B.Sc Accounting, Banking & Finance, Economics, Taxation, Business Administration, etc. Many Nigerian Universities equate AAT Certificate with ND (Accounting) Upper Credit and, so, admit holders into 200 level of a relevant degree programme. This is particularly crucial because these days, importance is attached to University degrees by employers of labour in the Nigerian and global economy.
4. An AAT certificate holder can work in both the private and public sectors of any economy in the world. The certificate indicates competence, integrity and ability to take on responsibility of an accounting nature. The duties that might be assigned vary from organization to organization. They range from more routine to technical works. In the commercial and industrial sectors, holders of AAT certificate should be able to earn rapid promotion to middle level management particularly with dedication and hard work
5. Holders of the AAT certificates are very good Audit clerks – checking records and conducting bank reconciliations.
  - He/She may be an invoice clerk checking invoices and arranging payments.
  - Be required to prepare data for computer system or to prepare accounts and cash flow statements.
  - Be required to prepare or check PAYE, VAT and other tax returns.
  - May also be involved in more technical aspects of auditing, preparation of financial statements and budgeting.
  - Be used as supervisors in some organizations – planning and monitoring the work of other junior staff.
6. AAT financial members can vote and be voted for during the AATWA Executive Committee elections. The Committee has the power to run the affairs of the Association.

These are some of the opportunities available to holders of AAT Certificates.

**For further enquiries, please contact:**

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SIGNED  
**Prof. Ahmed M. KUMSHE, FCA**  
**Registrar/Chief Executive**