

EXAMINATION ENTRY FORM (EEF)

NAME OF CANDIDATE REGISTRATION NUMBER

ADDRESS (Please indicate whether it's an old or new permanent address by ticking in an appropriate box) Old ☐ New ☐

.....

EMAIL ADDRESS PHONE NUMBER(S)

DIET (MARCH/JUNE/SEPTEMBER/DECEMBER) (Year)20.....

EXAM CENTRE (BLANTYRE/LILONGWE/MZUZU/ZOMBA)

DISABILITY (difficulty that might affect your exam).....

Please tick (✓) in the box provided for each paper you wish to enter

1. CERTIFICATE IN FINANCIAL ACCOUNTING - Fee per paper : K37,000

FA1 Business Communication..... <input type="checkbox"/>	FA3 Business Knowledge..... <input type="checkbox"/>
FA2 Practical Mathematics & Computing..... <input type="checkbox"/>	FA4 Business Accounting..... <input type="checkbox"/>

Total number of papers Total fees paid

2. ACCOUNTING TECHNICIAN PROGRAMME - Fee per paper : K45,000

LEVEL 1	LEVEL 2	LEVEL 3
T1.1 Accounting/1 <input type="checkbox"/>	T2.1 Accounting/2 <input type="checkbox"/>	T3.1 Auditing <input type="checkbox"/>
T1.2 Communication..... <input type="checkbox"/>	T2.2 Economics..... <input type="checkbox"/>	T3.2 Costing & Budgetary Control.... <input type="checkbox"/>
T1.3 Business Mathematics and Statistics... <input type="checkbox"/>	T2.3 Information Systems..... <input type="checkbox"/>	T3.3 Taxation..... <input type="checkbox"/>
T1.4 Business Law..... <input type="checkbox"/>	T2.4 Company Law..... <input type="checkbox"/>	T3.4 Management..... <input type="checkbox"/>

Total number of papers Total fees paid

3. CHARTERED ACCOUNTANT (MALAWI)

A. CA Level 1 (Knowledge) - Fee/paper K81,000

P1 Accounting Framework..... ☐

P2 Legal Framework..... ☐

P3 Management Information..... ☐

P5 Assurance..... ☐

P6 Principles of Taxation ☐

P7 Business & Finance..... ☐

P8 Financial Management Accounting
Skills & Competence..... ☐

Total number of papers
Total fees paid

B. CA Level 2 (Professional) - Fee/paper K263,000

B1 Financial Management..... ☐

B2 Financial Accounting & Reporting..... ☐

B3 Audit & Assurance..... ☐

B4 Tax Compliance..... ☐

B5 Public Sector Accounting..... ☐

B6 Business Strategy..... ☐

Total Number of Papers.....

Total number of papers
Total fees paid

C. CA Level 3 (Advanced) - Fee/paper K450,000

A1 Corporate Reporting..... ☐

A2 Strategic Business Management... ☐

Total Number of Papers
Total Fees Paid.....

Total number of papers
Total fees paid

Signature:.....

4. DECLARATION

I declare that I have read and understood the terms and conditions contained in this examination entry form and agree to abide by them. I also acknowledge and agree that the Institute shall not be liable for any damage or loss resulting from any act of omission in connection with the entire process of handling of these examinations including but without prejudice to the handling hereof, marking, grading, assessing, compiling and advising the final marks thereof, whether caused by accident, negligence, error or carelessness or any other cause of whatsoever nature.

Signature:.....

Date:.....

5. NOTES

1. Fees are not refundable.
2. Under no circumstances can a student withdraw an examination entry after it has been accepted.
3. Closing dates for receiving examination fees are: **31 March** for June diet and **30 September** for December diet
4. The Certificate in Financial Accounting programme is supposed to be completed within a maximum of **four consecutive sittings** (2 years) beginning with the sitting following the student's registration.
5. In the Technician programme,
 - (a) Candidates shall take one level at a time and in sequential order (i.e. Technician Level 1, Level 2 and Level 3).
 - (b) Candidates will be required to sit a maximum of four subjects/papers at each sitting.
 - (c) Candidates will be required to complete one level before proceeding to the next.
 - (d) Candidates remaining with some subjects at a level will be allowed to attempt the first papers at the next level.
 - (e) Candidates will be required to pass all the papers/subjects within ten (10) consecutive years, otherwise all accumulated passes will lapse.
 - (f) Accounting/1 and Communication must be passed before a student may attempt Accounting/2.
6. Students from other examining bodies/institutions who have been offered exemptions must pay exemption fees before they **sit any paper** in the programme.
7. Examination entries will be acknowledged together with details of examination venues.
8. Money paid will only be recognized as examination fees upon ICAM receiving your examination entry form.
- 9 . Payments Methods
 - (i) **National Bank of Malawi**
 - (a) Direct Cash Deposit into **ICAM Special Account, Account Number 632481, Victoria Avenue Service Centre, Blantyre.**
Walk onto the teller and state that you are paying for examination fees. Provide your Registration number and programme of study i.e. CIFA, Tech, CA etc. **DO NOT FILL A DEPOSIT SLIP**
 - (b) Using Mo626 ice
Dial *626#
Select 3 - Make payments
Select 11 - ICAM Payments
Select 3 - Students
Select a service you are paying for
Enter your account number (*take note your account number is your current registration number*)
 - (ii) **First Capital Bank**
ICAM, Account Number **0970362417**, Blantyre Branch
 - (iii) **TNM Mpamba**
Dial *444# and follow prompts (For account number - Enter your ICAM registration number)

6. FOR OFFICIAL USE ONLY

Receipt Number	
Amount Paid	
Date Paid	
Date entered in computer	
Signature of person entering data	