

# ICAN THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA

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

## NOVEMBER 2023 DIET PROFESSIONAL EXAMINATIONS

### NIGERIA CENTRE

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), Pan African Federation of Accountants (PAFA) and Association of Accountancy Bodies in West Africa (ABWA). With more than 60,000 members, the Institute is dedicated to developing and promoting the highest educational, professional and ethical standards in line with its vision and mission statement.

**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 CA 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 CA 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 CA qualification is firmly grounded in the Institute's 2021 Professional Examination Syllabus, which can be downloaded from the Institute's website [www.icanig.org/student](http://www.icanig.org/student).

**Dates of the next Examination** - The Institute's November 2023 diet professional examinations are scheduled to hold from Tuesday 14, November to Thursday 16, November 2023.

**Eligibility for Enrolment**: The examinations are open to the Institute's registered financial students only. Other interested persons should visit the Institute's website [www.icanig.org](http://www.icanig.org) for guidelines on Students' Registration.

**Examination Registration** - The registration portal for the November 2023 diet professional examination will open from Monday 17, July 2023 to Friday 10, November 2023. Please note that there will be no extension in the registration date.

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

**Examination Centres** - There are over 50 centres all over Nigeria and one each in Buea, Cameroon and London, United Kingdom (UK). Candidates can check the list of centres on the Institute's website: [www.icanig.org/student](http://www.icanig.org/student)

LEVELS	AMOUNT (N)					
	1 PAPER	2 PAPERS	3 PAPERS	4 PAPERS	5 PAPERS	6 PAPERS
FOUNDATION	25,300	32,300	39,300	46,200	-	-
SKILLS	35,700	46,900	58,200	69,400	80,700	91,900
PROFESSIONAL	38,800	51,400	64,100	76,700	89,400	-

Note: fees are exclusive of Bank charges of ₦=300. Bank Charges should be made on a separate deposit slip.

**Payment Period** - Payment of the examination fees will open from Monday 17, July 2023 to Friday 03, November 2023.

Students should note that payments will not be received at any bank after Friday 03, November 2023; and that payment does not automatically translate to enrolment for the examination. Registration must be duly completed.

**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 UNITED KINGDOM POUNDS STERLING (GBP).**

Please, contact our representatives in these centres:  
Cameroon Mr. Vutumu Aloysius, FCA on +237675871546, [vutumu@yahoo.co.uk](mailto:vutumu@yahoo.co.uk)  
London Mr. Omusa Babu Ohyoma, FCA on +447766252595, [omusa@ohyoma.com](mailto: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](http://www.icanig.org) using their login details.

**PLEASE NOTE:** The ICAN Study Texts are available only in soft copy, which is accessible on our website [www.icanig.org](http://www.icanig.org)

### DIRECTIVES FOR ONLINE REGISTRATION

- BEFORE PAYMENT:** Candidates should check their Examination/Financial Status on [www.icanig.org](http://www.icanig.org) to confirm the number of paper(s) to be written, amounts payable for the examination fees and annual subscription. Payment of subscription should be made on separate deposit tellers. Please note that examination fees once paid are not refundable nor the examinations deferred to subsequent diet.
- METHODS OF PAYMENT:**
  - 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 as stated in (item 3) below. Payment of ₦300 bank charges is applicable and should be made in a separate teller.
  - 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](http://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
    - ✓ Generate your PIN and serial No. at [icanportal.org/professional](http://icanportal.org/professional) under "Pay ICAN" by selecting the payment method/platform then Proceed to on-line registration

### 3. ON-LINE REGISTRATION:

- 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
  - Procedures:**
    - ✓ Complete the Online form on ICAN website: [www.icanexamsonline.org/professional](http://www.icanexamsonline.org/professional)
    - ✓ Read the examination rules and guidelines and if you agree to abide by them, select "Agree" and click on "Submit".
- Download the following after submission (Kindly keep a copy of this form showing your PIN as this would be required to check your result)
- Completed online examination form
  - Examinations timetable, 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 and they will be strictly applied.

- Visit the website three days after online submission of the examination form to confirm your enrolment, by inputting your PIN, SNo and registration No. at [icanportal.org/professional/Examinations](http://icanportal.org/professional/Examinations)
- CANDIDATES ARE ADVISED TO DOWNLOAD THEIR EXAMINATION DOCKETS FROM THE INSTITUTE'S WEBSITE 3 DAYS TO THE EXAMINATION DATES.**

### EXAMINATION TIME-TABLE FOR NOVEMBER 2023 DIET

DAY	TIME	FOUNDATION	SKILLS	PROFESSIONAL
TUESDAY NOVEMBER 14, 2023	9.00 a.m. - 12.15 p.m.	Financial Accounting	Financial Reporting	Corporate Reporting
	1.45 p.m. - 5.00p.m.	Management Information	Taxation	Advanced Taxation
WEDNESDAY NOVEMBER 15, 2023	9.00 a.m. - 12.15 p.m.	-	Performance Management	Strategic Financial Management
	1.45 p.m. - 5.00p.m.	Business Management & Finance	Audit & Assurance	Advanced Audit & Assurance
THURSDAY NOVEMBER 16, 2023	9.00 a.m. - 1.00p.m.	-	-	Case Study
	9.45am - 1.00pm	-	Public Sector Accounting and Finance	-
	1.45 p.m. - 5.00 p.m	Business Law	Corporate Strategic Management Ethics	-

Note: \*Case study examination is from 9.00am to 1.00pm

### IMPORTANT NOTES TO ALL CANDIDATES

- Candidates are advised to check their Examination/Financial Status on ICAN website [www.icanig.org](http://www.icanig.org) to ascertain amount payable before making payment for the examinations. Examination fees, once paid, are not refundable or the examination deferred. Outstanding subscription must be paid using separate tellers, and not combined with exam fees.
- Candidates are warned in their own interest not to bring MOBILE/GSM PHONE(S), ELECTRONIC GADGETS OR PROGRAMMEABLE DEVICES into the Examination Hall. Anyone found violating this instruction will be stopped from continuing with the examination and the paper WILL BE CANCELLED.
- Candidates are warned that all kinds of wristwatches (DIGITAL or ANALOG) are not allowed into the examination hall.
- Candidates are discouraged from bringing valuable items into the examination centres, hence, any loss would be at owner's risk, and the Institute will not be liable for any loss of personal items.
- 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. Candidates are not permitted to apply for EXEMPTION and EXAMINATION at the same time.
- The registration period for the examination is between Monday 17, July 2023 and Friday 10, November 2023. Payment closes on Friday 03, November 2023. REGISTRATION PERIOD WILL NOT BE EXTENDED.
- Eligibility to combine subjects at different levels of the examinations is only applicable to candidates with recognised professional qualifications and with appropriate exemptions granted and properly authorised. Candidates are advised to contact the Professional Examinations Department to confirm their eligibility.
- Students are advised to read through the details of the Institute's newly introduced examinations offences and appropriate disciplinary measures and penalties hosted on the website [www.icanig.org/student](http://www.icanig.org/student) towards maintaining decorum for achieving a hitch-free examination process.

### TEN-YEAR RULE WAIVER

The Council of the Institute has waived the Ten-Year Rule, which mandatorily required candidates to complete all parts of the Institute's qualifying examination within a period of ten years, from the date of sitting the examination for the first time, as part of its credit system for those taking its professional examinations.

### FIVE-YEAR RULE

In place of the Ten-Year Rule, the Council has approved a Five-Year Rule which now applies only to candidates at the Professional Level of the examinations.

The Five-Year Rule requires that candidates must pass all the papers in the Professional Level within five years from the date they obtain the first credit or will forfeit such credits that were obtained beyond five years.

All credits obtained at this level will therefore be valid for only five-years after which they will lapse. The implication is that candidates are expected to write and pass the Professional Level examinations within five years from the diet they obtain their first credit.

### EFFECTIVE DATE OF IMPLEMENTATION

The Five-Year Rule took effect from May 2017 diet. Credits earned at the Professional level began to count from May 2017 diet of the Institute's Examinations.

For further enquiries please contact: [professionalexams@ican.org.ng](mailto:professionalexams@ican.org.ng)  
Or [contactcentre@ican.org.ng](mailto:contactcentre@ican.org.ng) or call 01-71003111, 07050180122, 016309354

Ahmed M. Kumshe (Prof.), FCA  
Registrar/Chief Executive  
Email: [info.ican@ican.org.ng](mailto:info.ican@ican.org.ng), website: [www.icanig.org](http://www.icanig.org)