

Registration Form

Application for student registration

Closing Dates

If taking June examinations: you must register by 30th April of the same year.

If taking December Examinations: you must register by 30th September of the same year.

To ensure your application is processed quickly please follow these instructions carefully:

1. Complete & Sign all sections (A-I) in this registration form.
2. Attach two colour passport photographs.
3. Attach correct fees/ if living abroad, the fee must be transferred through any Local Pakistani Bank Account.
4. Attach SSC/Matric/O level onward attested copies of all degrees, certificates and transcripts
5. Attach copy of CNIC / Passport
6. Attach Experience Certificates & Current Employment Status Letter

Standard Fees for all Applicants

	Local Pakistani Students	Overseas Students
• Registration Fee	Rs. 32,500	Rs. 32,500
• Exemption/Exam Fee	Rs. 82,800	Rs. 82,800
• ADPA Certificate	Rs. 5,500	Rs. 5,500
• PGDPA Certificate	Rs. 5,500	Rs. 5,500
• Annual Subscription	Rs. 2,500	Rs. 2,500
• Membership Fee	Rs. 20,000	Rs. 20,000
Total	Rs.148,800	Rs.148,800

Non-Pakistani Students

• Registration Fee	US \$ 200
• Exemption/Exam Fee	US \$ 540
• ADPA Fee	US \$ 75
• PGDPA Fee	US \$ 75
• Annual Subscription	US \$ 50
• Membership Fee	US \$ 300

Exemption/Exams Fees

	Pakistani Students	Overseas Students	Non-Pakistani Students
Module 1 [per subject]	Rs. 4,600	Rs. 4,600	US \$ 30
Module 2 [per subject]	Rs. 4,600	Rs. 4,600	US \$ 30
Module 3 [per subject]	Rs. 4,600	Rs. 4,600	US \$ 30
Module 4 [per subject]	Rs. 4,600	Rs. 4,600	US \$ 30
Module 5 [per subject]	Rs. 4,600	Rs. 4,600	US \$ 30
Module 6 [per subject]	Rs. 4,600	Rs. 4,600	US \$ 30

Once the Institute has accepted you as a registered student, all fees paid are non-refundable. If your application is rejected your fees will be returned. Upon registration all students must pay for all exemptions awarded where applicable.

Disclaimer:

ICPAP does not take responsibility for any illegal/misdeeds actions of its employees, and is not any manner liable to indemnify loss caused to any member, student or third person. However, ICPAP reserves the right to be indemnified by the illegal actions of any student member or third person.

Attach two colour photos below

For Office Use Only

Registration Number SRN- _____

Ref. By: _____

Fees _____

Transcript _____

Information _____

Other _____

Section F: Why You Decided to Join CPA Program

Which one of the following influenced you the most to join the CPA Program (Please tick one box below)

- Member of the ICPAP
- Lecturer/Course Tutor
- Employer
- Class Visit Institute Representative
- CPA Literature
- ICPAP Coordinator
- Advertising On Newspapers
- Social Networks /ICPAP Website
- Career Guidance Teacher
- Other CPA Students
- Other

Section H: Declaration

I hereby apply for Student Membership of the Certified Public Accountants. I warrant if admitted, that as long as I remain a Student Member of the Institute, I will observe all the Articles, Bye-laws, Rules and Regulations of the Institute (www.icpap.com.pk). I warrant that I truthfully and fully answered all questions in this Student Registration Form. I understand that in addition to passing the examinations, when applying for admission to membership of the Institute, I must have at least three years relevant supervised training/experience. I understand that until such time as my application for membership has been accepted, I am not entitled to use the designatory letters ACPA of ICPAP or refer myself as being qualified. I enclose all documents required and have completed the attached. Once the Institute has accepted as a registered student, all fees paid are non-refundable. I also undertake that if any information supplied is found to be incorrect, my registration may be cancelled.

Signature: _____

Date: _____

Section G: Recommendation

This section must be signed by either a member of the Institute, an employer, a course tutor or a person of professional standing (CPA Member, qualified accountant, solicitor, garda, etc.)

I _____
hereby recommend

as a student of the Institute. To the best of my knowledge and belief, the information provided in Sections A, B and C is correct.

Signature: _____

Date: _____

Professional Qualification: _____

Position Held: _____

Business Address: _____

Tel Number: _____

Email: _____

Remarks _____

Section I: Payment

In respect of the registration fee, annual subscription fee and if applicable exemptions fees.

- Cash Direct Deposit Amount _____
 Online Transfer

Trans. Ref. Number: _____

Name of Bank/Exchange _____

City _____

Country _____

Signature: _____

Date: _____

Now that you have completed the registration form please check that all the required information is present and correct.

Checklist

- All relevant details on the registration form are complete
- Documentary evidence of qualifications/Degrees, Certificates, Transcripts
- National Identity Card/Passport
- Correct fees
- Two colour photographs
- Recommendation is signed and dated
- Declaration is signed and dated.

ONCE ACCEPTED AS A REGISTERED STUDENT OF THE CPA PAKISTAN, YOU WILL RECEIVE:

- Student Registration Letter
- Confirmation of exemptions (if applicable)
- ADPA & PGDPA Certificates (if applicable)
- CPA syllabus of examinations, including examinable material
- Document and recommended reading list

Institute of Certified Public Accountants of Pakistan Admissions Department

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