

ICAM HOUSE, MASAUKO CHIPEMBERE HIGHWAY, P.O. BOX 1, BLANTYRE

Two Passport Size Photos

Tel: 0111 895 216 0111 895 217 0111 895 218	Email: student@icam.mw Website: www.icam.mw	
INITIAL REGI	ISTRATION FORM (IR)	
REGISTRATION NUMBER: (Please leave blank)		
Do not post cash. All payments by post should be by Cl	heque payable to The Institute of Chartered Accountants in Ma	alawi.
PLEASE COMPLETE ALL SECTIONS IN BLOCK LETTER	RS AND IN FULL	
1. PROGRAMME APPLIED FOR (TICK)		
Certificate in Financial Accounting	Chartered Accountant Malawi	1
Accounting Technician/Diploma		
2. PERSONAL AND CONTACT DETAILS		
Title (Mr, Mrs, Miss, Ms, or please specify if other)		
Surname		
Date of Birth	First Name (s)	
Marital Status	Nationality	
Postal Address	Gender	
Address	E-mail Address	
	Phone Number(s)	

3. EDUCATIONAL DETAILS/COURSES/QUALIFICATIONS GAINED

EXAMINING BODY (BODIES)	QUALIFICATION(S)	RESULTS	YEAR ATTAINED

4. DISABILITY

Any information disclosed will be treated in the strictest confidence and will not be passed on to any third party without your express consent. Do you have a long term or permanent disability, health problem, indisposition or specific learning difficulty that might:

1. affect your exams and for which you require support from ICAM?

 affect any service or facility offered by ICAM for which you may require support? If you wish to notify ICAM of any such condition, please tick in this box and enclose supporting documents with this registration.

5. EXEMPTIONS APPLIED FOR

REASON FOR EXEMPTION

6. PLEASE TICK ($\sqrt{}$) TO CONFIRM THAT YOU HAVE ENCLOSED ALL OF THE FOLLOWING:

Α.	Registration fees:						
	Certificate in Financial A	ccounting	- K25,000.00		Professional Level	- K57,500.00	
	Accounting Technician/I	Diploma	- K30,000.00		Advanced Level	- K57,500.00	
	Topup on subscription	from CIFA	- K15,000.00				
	CA(M)- Knowledge leve	el	- K57,500.00				
	Topup on subscription		- K27,500.00				
	Dentified Conies of Educ	ational/A and ani	- Cortification				
	Certified Copies of Educa		c Certificates				
			female if current name d	L	t on educational certificate(s))	
51						/	
- UC) W DID YOU KNOW AB						
7. ПС							
ICAN	/ promotional event		Employer		ICAM advertisement in new	spaper	
Acco	ountancy college		School career advisor		ICAM advertisement on rad	io/TV	
Frier	nd/relative/colleague		Career talk by ICAM		Other, please specify		
8. HO	W ARE YOU PREPARI	NG FOR EXAM	INATIONS				
Thro	ugh college		On my own				
lf thr	ough college, Full time						
	Part time						
	i ar time						



9. DECLARATION

Iundertake to observe and abide by the regulations, which are now and may be hereafter in force from time to time for regulating the examinations and students of the Institute. I also acknowledge and agree that the Institute shall not be liable for damages or loss resulting from any act of omission in connection with the entire process of handling of examinations including but without prejudice to the handling here of 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:	
Olghataro	

Date:....

ALL APPLICATIONS ACCOMPANIED BY RELEVANT DOCUMENTATION PLUS FEES SHOULD BE RETURNED TO:

The Chief Executive Officer The Institute of Chartered Accountants in Malawi ICAM House, Masauko Chipembere Highway P.O. Box 1 Blantyre.

10. NOTES

- 1. Fees are neither refundable nor transferable.
- 2. Under no circumstances can a student withdraw or amend an examination entry after it has been accepted.
- 3. Closing dates for receiving examination fees: 31 March for June diet and 30 September for December diet.
- 4. Payments made through the bank will only be recognized as registration fees upon ICAM receiving your registration form
- 5. A cheque that is returned by the bank for whatever reason will attract a cash penalty of 50% on redemption.
- 6. The Certificate in Financial Accounting programme is supposed to be completed within a maximum of 4 consecutive sittings (2 years) beginning with the sitting following the student's registration.
- 7. Accounting/1 and Communication must be passed before a student may attempt Accounting/2.
- 8. Students from other examining bodies/institutions who have been offered exemptions must pay exemption fees before they sit for any paper in the programme.
- 9. The Technician programme is supposed to be completed within a maximum of 20 consecutive sittings (10 years) beginning with the sitting following the student's registration.
- 10. Students are encouraged to attempt examinations for the session immediately following their registration.
- 11. Copies of study manuals can be accessed for free on ICAM website www.icam.mw
- 12. Payment Methods
 - (i) National Bank of Malawi
 - (a) Direct Cash Deposit into ICAM Special Account, Account Number 632481, Victoria Avenue Centre, Blantyre. Walk onto the Teller and state that you are paying for registration fees Provide your registration number and programme of study i.e. CIFA, Tech, CA etc. DO NOT FILL A DEPOSIT SLIP
 - (ii) First Capital Bank
 - ICAM, Account Number 0970362417, , Blantyre Branch

11. FOR OFFICIAL USE ONLY

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

