

INSTRUCTIONS
(Please read this carefully)

The following documents and photographs duly attested by a Chartered Accountant or a Gazetted Officer of BPS-17 or above should be attached with the application.

To be submitted at all times: -

- i. Two latest photographs of the candidate duly attested at the back
- ii. Blue copy of the receipted Bank Credit Voucher/Bank Draft/Pay Order for payment of examination fee and annual examinee registration fee.

To be submitted for the first attempt only or if not submitted earlier: -

- i. Candidates undergoing training are required to submit the Original copy of the certificate of service and fitness for appearing in each part of Final examination as registered trainee student on the prescribed form "O" from the Principal at the time of submitting Examination Application Form.
- ii. For candidates who have completed training under the C.A. Bye-laws 1983. Attested photocopy of the certificate of completion of training as registered trainee student on the prescribed form "S" from the Principal.
- iii. Photocopy of the exemption letter issued by ICAP. (For Exempted Candidates only)

Note 1: Further instructions to the candidates appearing from Dubai Centre have been posted on ICAP Website.

Note 2: The application duly completed along with prescribed fee should be submitted or dispatched under Registered AD cover so as to reach the Director Examinations, The Institute of Chartered Accountants of Pakistan, Chartered Accountants Avenue, Clifton, Karachi or Regional Offices or ICAP Information centers, before the last date of submission of form.

Note 3: Examination fee once paid **will not be refunded / adjusted** provided the application for refund / adjustment of fee is received **before the last date** of submission of examination application form.

Note 4: Admit Card will be dispatched on the communication address mentioned on the Examination Application Form ten days before the examination date.

Note 5: If a student does not receive his admit card 5 days before the Examination he should contact ICAP Karachi immediately or the center supervisor on the examination date at least 30 minutes before the examination.

Note 6: The students are advised to read and strictly follow the instructions issued alongwith the admit card and those mentioned on the answer script. **Failure to follow the instructions may lead to disciplinary action under ICAP rules.**

Note 7: **Mobile Phone is strictly prohibited in the examination hall.**

WARNING Incomplete application form will be summarily rejected.

I have read and understood the above-mentioned instructions.

Signature of Candidate: _____ Date: _____

FOR OFFICE USE ONLY

Fee paid vide BCV/Demand Draft # No. _____ Dated _____ Rs./ US \$ _____ Yes No

No. of Attempts Processed By: _____

Fee Schedule

FOR PAKISTAN

1 Paper----- Rs. 2750/-
2 Papers of same module----- Rs. 3300/-
3 Papers of same module----- Rs. 3850/-
Full Module----- Rs. 4400/-
Annual Exam. Registration Fee ---- Rs. 550/-

FOR DUBAI

1 Paper----- US \$ 100/-
2 Papers of same module----- US \$ 120/-
3 Papers of same module----- US \$ 130/-
Full Module----- US \$ 140/-
Annual Exam. Registration Fee--US \$ 8/-

Arrears of Annual Examinee Registration Fee in respect of all previous years are required to be paid.