



THE INSTITUTE OF
**CHARTERED
ACCOUNTANTS**
OF BANGLADESH

Application for Admission to
CERTIFICATE LEVEL EXAMINATION

(Please complete the form carefully)

Session: _____ 20
(Month & Year)

Examination Centre:	DHA	CTG	UK
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(Tick the appropriate box)

Examinee Registration No. _____
(Please mention your number and year)

1 copy of passport
size photograph duly
attested at the back side
(to be stapled)

- Name: _____
- Father's Name: _____
- Mother's Name: _____
- Date of Birth: _____
(As per candidate's SSC/O-level or equivalent examination)
- Address:

Mailing Address		Permanent Address	
Tel:	Mobile:	Tel:	Mobile:
E-mail:		E-mail:	

- Details of Articleship:

Name of Firm	Name of Principal	Articleship Period	
		Commencement	Completion

- Details of Coaching Class Information:

Enrolment No.	Session	Attendance Certificate Enclosed/Not Enclosed

- Appearing in (tick in appropriate box):

Subject	To be Appeared	Exempted (if any)	Passed (if any)	
			Session	Roll No.
Assurance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Accounting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Business & Finance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Management Information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Taxation-1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Business Law	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Information Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

9. Passed Information:

Examination	Roll No	Session	Centre
Professional Examination-I (all papers)			
Intermediate under syllabus 'A', 'B' or old 'C'			
Intermediate 'A' under syllabus revised 'C'			
Intermediate 'B' under syllabus revised 'C'			
Financial Accounting of PE-I			
Cost Accounting of PE-I			
Taxation-I of PE-I			
Auditing of PE-I			
Business Law of PE-I			
IT of PE-I			
Advanced Financial Accounting of PE-II			
Advanced Auditing of PE-II			
Corporate Laws & Practices of PE-II			
Management Accounting of PE-II			
Financial Reporting of PE-III			
Professional Issues of PE-III			
Taxation-II of PE-III			
Strategic Management of PE-III			

10. If he/ she has completed the conversion Course on "Preparing Ltd. Company Accounts"

Batch Roll No. Session Centre

11. Details of Last Time Applied/ Appeared

Session Level Roll No.

12. If he/she had been expelled from any examination:

i) Name of the Examination

ii) Session/Year

iii) Duration of expulsion

13. Examination Fee: Pay slip no. date Tk. only deposited
in Bank in favour of The Institute of Chartered Accountants of Bangladesh as examination fee.

I declare that the information given above is true and correct to the best of my knowledge and belief. I hereby undertake to abide by the Rules, Regulations and Instructions framed by the Institute for the conduct of examinations from time to time.

Candidate's Signature

Date:

DOCUMENTS TO BE ATTACHED

The following documents duly attested by a Chartered Accountant or a BCS Gazetted Officer should be attached with the application:

- i. Two (02) latest photographs of the candidate;
- ii. Copy of the pay slip of examination fee;
- iii. Copy of the pay slip of annual fee for 'CC' candidate;
- iv. For candidates undergoing training at the time of application: original copy of the certificate of service and fitness for appearing at Professional Examination as registered trainee student in the prescribed form "ICAB-30" from the Principal;
- v. For candidates who have completed training: attested photocopy of the certificate of completion of service as registered trainee student in the prescribed form of the Bangladesh C.A Bye-laws from the Principal;
- vi. Coaching class Attendance Certificate;
- vii. Document(s) for supporting exemption (if any).

Note : **INCOMPLETE APPLICATION FORM WILL BE REJECTED**



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ADMIT CARD

CERTIFICATE LEVEL EXAMINATION

(Please complete the form carefully)

Session: _____ 20
(Month & Year)

Examination Centre:	DHA	CTG	UK
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(Tick the appropriate box)

Examinee Registration No. _____
(Please mention your number and year)

1 copy passport size
photograph duly
attested at the back side
(to be stapled)

Roll No. _____
(For office use only)

1. Name: _____
2. Father's Name: _____
3. Mother's Name: _____
4. Mailing Address: _____

5. Appearing in (tick in appropriate box):

Subject	To be appeared
Assurance	<input type="checkbox"/>
Accounting	<input type="checkbox"/>
Business & Finance	<input type="checkbox"/>
Management Information	<input type="checkbox"/>
Taxation-1	<input type="checkbox"/>
Business Law	<input type="checkbox"/>
Information Technology	<input type="checkbox"/>

Signature of Candidate

Controller of Examinations

INSTRUCTIONS FOR CANDIDATES

1. The examination will commence as per detailed programme enclosed. It will be the responsibility of the candidate to know the correct date, time and place of the examination
2. The doors of the examination hall will be opened each day half an hour before the time specified for distribution of the question paper. All candidates must be in the examination hall five minutes before the time fixed for commencement of the examination,
3. No candidate shall be admitted into the examination hall without the Admit Card issued by the Institute
4. No candidate shall be allowed to leave the examination hall until the expiry of an hour after distribution of the question paper or re-enter the examination hall after leaving it on final submission of his answer script.
5. A seat with Roll No. will be allotted to each candidate. Candidates must find and occupy their allotted seats.
6. **Candidates are forbidden to carry into the examination hall or have in their possession while under examination any book, mobile phone, notes, papers scribbling or any other material than the admit card and writing requisites.** Before entering the examination hall, candidates shall leave all such articles with the Supervisor at the candidate's own risk and responsibility.
7. Answer should be written in the answer script supplied to the candidates. No candidate shall tear off any leaf from an answer script.
8. No candidate shall be admitted into the examination hall who is late by half an hour or more

IMPORTANT

9. Each candidate shall write his Name, Roll No. Reg. No. and particulars of paper only on the upper portion of the cover page of the answer script. No particulars shall be entered nor any identification mark be made at any other place of the answer script or the additional copies.
10. Candidates must not write on the question paper or blotting paper or carry away any scribbling from the examination hall.
11. Candidates are forbidden to resort to unfair means during the conduct of an examination or to attempt to influence the supervisor. The Institute may, on receipt of a report to that effect from any person duly authorised to conduct the examination, remove the name of such candidate from the list of those allowed entry for the examination and may direct that a candidate whose name has been so removed shall not be admitted to the next or to any subsequent examination.
12. An examinee who is found to have in his possession any book, note, paper, scribbling or any material whether used or not or resort to any sort of unfair means in the examination hall shall be liable to be expelled from the examination.
13. Candidates must sign their names when required by the supervisor to do so.
14. Notwithstanding the issue of the Admit Card, the Institute reserves the right, for any reason which may appear to them sufficient, to cancel the admission of any candidate to any examination, whether before, during, or after the examination.
15. During examination hours candidates shall not make noise or raise voice to draw the attention of the invigilator/supervisor. To draw the attention of the invigilator/supervisor, they will simply rise in their seats.
16. Taking of tea and other refreshments inside the examination hall will not be allowed.

May - June 2019

CA Student Pay Slip

(Bank's Copy)

Account Name : ICAB Examination Fees Fund

Account No. : 0015 111 0000 6409

Kawran Bazar Branch, Dhaka

(Can be deposited to any branch of Southeast Bank Ltd.)

Date :

Name :

Registration No. Year :

Firm's Name :

Head of Payment	Amount	
	Taka	Ps.
Name of Exam. :		
Enrolment Fees :		
Other Fees :		
Total	Taka	

In word: Taka..... only

Deposited by Authorized Signature Authorized Signature

May - June 2019

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Other Fees :		
Total	Taka	

In word: Taka..... only

Deposited by Authorized Signature Authorized Signature