

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF BANGLADESH (ICAB)

Statement of Particulars for Registration (Qualified ACCA Affiliate/Member)

PHOTO

1. Applicant's Information

Name in full (in capital letters) :

Father's Name :

Mother's Name :

Date of Birth : Gender :

Religion : Nationality :

Present Address :

Permanent Address :

NID No./Passport No. : Birth Certificate No. :

E-mail :

Mobile Number : Telephone No. (If any) :

Person to contact in case of emergency:

Name: Relation: Mobile Number:

2. Professional Qualification:

Name of Institution	ACCA/FCCA	Affiliation/Membership Number	Passing Year
The Association of Chartered Certified Accountants (ACCA)			

3. Details of Academic Qualifications of the Applicant:

Exam	Group/Subject	Board/University	Passing Year	Session Year	Roll No.	Reg. No.	Result (Marks/GPA/CGPA/Grades)

4. Other Professional Qualification(s) if any:

Name of Institution	Membership Number	Passing Year

5. Supporting Documents:

- 02 recent passport size photographs;
- Photocopies of all academic certificates and transcripts (SSC/O Level, HSC/A Level, Graduation, Post Graduation, if applicable);
- Photocopy of NID/ Passport/ Birth Certificate;
- Photocopy of membership certificate and transcript of professional qualification; and
- Letter of Good Standing from ACCA (to be attested/issued by Executive Head of ACCA).

6. Terms and Conditions:

- Applicants are required to be organic members of ACCA [Membership must have been gained through the normal education and training route. Membership obtained through reciprocity agreements, credit/exemption (except credit for prior learning for regular academic qualification from universities), honorary schemes or similar schemes or via route with another accountancy body/Institute, whatsoever will not be acceptable].
- Intending qualified ACCA Affiliates/Members can do their articleship after completion of Professional Level of ICAB. However, the students may start articleship with any firm in Bangladesh at any time.
- Students who have joined CA articleship or completed CA articleship shall also be eligible to avail themselves of the exemptions under the revised Credit for Prior Learning (CPL) policy circulated on 21 April 2024 (for details please visit www.icab.org.bd).
- Students are eligible to appear at any entitled examination subject to having at least 50% class attendance on that paper.
- Students can join the coaching classes and get enrolled for as many papers of Professional Level as they like on payment of required fees. Upon completion of Professional Level, they may also get enrolled in papers of Advanced Level as they would like to on payment of required fees provided that they have joined a CA Firm as articulated students in Bangladesh.
- Students will be allowed to sit for any paper at Advanced Level exams provided that they have passed or got exemption from the corresponding paper(s) at Professional Level and they have joined a CA Firm as Articled Students in Bangladesh. They will be allowed to get enrolled for as many entitled papers as they would like to appear at the same session of CA exams on payment of required fees.

The subject mapping of Professional Level and Advanced Level will be as under:

Professional level (PL) Papers	Advanced level (AL) Papers	PL Passed/Exempted	PL Not Passed/Not Exempted
1. Audit & Assurance 2. Financial Accounting & Reporting	1. Corporate Reporting	AL allowed	AL Not allowed
3. Business Strategy/Business Strategy and Technology 4. Financial Management	2. Strategic Business Management/Strategic Business Management & Leadership	AL allowed	AL Not allowed

- Students will have to appear at the following papers of Professional Level and Advanced Level considering that they have claimed the exemptions in due process as per the CPL Policy:

Professional level (PL)	Advanced level (AL)
1. Financial Accounting & Reporting 2. Financial Management 3. Tax Planning & Compliance/Business Planning: Taxation & Compliance 4. Corporate Laws & Practices	1. Corporate Reporting 2. Strategic Business Management/Strategic Business Management & Leadership 3. Case Study

Note: Audit and Assurance of Professional Level will be exempted subject to completion of the optional paper, Advanced Audit and Assurance of Strategic Professional Level of ACCA.

- Students who have already completed CA articleship under a CA firm, shall not require to do articleship again to avail themselves of the revised CPL Policy circulated on 21 April 2024.
- ICAB reserves every right to review, revise, amend, and/or cancel this policy at any time.

7. I hereby declare/undertake that:

- I confirm the particulars given above are fully correct.
- I shall abide by the terms and conditions set forth in CPL policy of ICAB for the qualified ACCA Affiliate/Member and amendments thereto as and when applicable.

Place:

Date:

Signature of the Applicant

Note: For claiming exemptions as per the Credit Prior Learning Policy of ICAB, the applicant is advised to contact Mr. S M Abdus Shakur, Deputy Director, Student Counselling & Placement, ICAB, **Mobile: +88-01822446677**, **E-mail: shakur@icab.org.bd**, for next course of actions.