REGISTRATION

To register as a student and apply for exemptions, applicants must obtain registration and exemption forms from ICAG Secretariat or the website. Completed forms should be returned to the Secretariat together with registration fee of GH¢120.00 and subscription of GH¢120.00. Applicants who qualify for admissions and exemptions would be required to pay the applicable registration and exemption fees. An applicant must be at least **16 years** and possess any of the following:

SSSCE/GBCE/DBS holders – six (6) passes (A-D) including English and Mathematics. WASSCE holders six (6) credits including English and Mathematics, any other qualification acceptable to the Institute.

STUDENTS REGISTRATION REQUIREMENTS

(a) Submission of Application in Person

- Photocopy of any birth identity (passport, national ID, birth certificate, NHIS ID, etc.)
- 3 passport size photographs
- Original transcript for graduates
- Original and photocopy of educational certificate(s)

(b) Submission of Application by Post

- Photocopy of any birth identity (passport, national ID, birth certificate, NHIS ID, etc.)
- 3 passport size photographs
- Original transcript for graduates
- Photocopy of educational certificate(s) must be CERTIFIED

EXAMINATION SCHEME

The examination is in three (3) levels. Level 1 must be completed before moving on to Levels 2 and 3 in that order. Students are required to write a minimum of two (2) papers in any order in Levels 1 and 2. At Level 3, students are required to write all the four (4) papers.

EXAMINATION STRUCTURE

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<td>2.1 Financial Reporting</td>
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<td>2.6 Corporate Strategy, Ethics &amp; Governance</td>
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EXEMPTION POLICY

The exemption policy stands as follows: **BSc Adm. B.Ed. (Accounting option) B.Com.**

Exemption from Level 1 and 2 papers in Level 2 (2.3 Audit & Assurance and 2.4 Financial Management)

Holders of HND Accountancy and ATSWA/GAT Exemption from Level 1 and a paper in Level 2 (2.3 Audit & Assurance)

Other qualifications: - subject for subject exemptions up to Level 2 where applicable except **Public Sector Accounting and Finance**

EXAMINATION CENTRES

The examination centres include Accra, Takoradi, Koforidua, Ho, Kumasi, Sunyani, Wa, Bolgatanga, Tamale, Cape Coast, London, Liberia and New York.

EXAMINATION PERIOD

Examinations are held in **MAY** and **NOVEMBER** every year. Candidates are required to apply to sit for examinations at least two (2) months to date of the examination. Exams registration opens in **February for May diet and August for November diet.**

For further enquiries contact:
Email: studentservices@icagh.com or Mobile No. 0288700102, 0249011990

PTO
PAYMENTS AND REQUIREMENTS FOR REGISTRATION AS A CA STUDENT

1. Payments can be made into any of the following banks:
   - Barclays Bank Account No. 0000002149286 High Street Branch:
     Sort Code 030148, Swift Code BARCGHAC/030100
   - GCB Bank Account No. 101130022905 High Street Branch:
     Sort Code 040101, Swift Code GHCBGHAC
   - Ecobank Ghana Account No. 071013481289101:
     Sort Code 130149, Swift Code ECOCGHAC

The form should be accompanied with a pay-in-slip as evidence of payment.

Registration fee GH¢120.00 and Annual subscription GH¢120.00.
Account name: The Institute of Chartered Accountants – Ghana.

2. Bank payment Instructions
   Please provide the following information to the bank when making payment to The Institute of Chartered Accountants – Ghana (ICAG):
   - Name in full
   - Student Registration Number (SRN)
   - Purpose of payment should be stated on the pay-in-slip

LIST OF ICAG CONTACT PERSONS IN THE REGIONS

1. MR. KWADWO K. AMANFI
   CENTRE - YAMUSAH BUILDING
   TAMALE
   0245156988/0249060694
   NORTHERN REGION

2. MR. ABDUL-RAZAK
   CENTRE - WA TECHNICAL UNIVERSITY
   WA
   020-9373508
   UPPER WEST REGION

3. MS. ELIZABETH OBENG
   CENTRE - TAKORADI TECHNICAL UNIVERSITY
   TAKORADI
   020-8153746
   WESTERN REGION

4. MR. IBRAHIM ADDO
   CENTRE - KOFORIDUA TECHNICAL UNIVERSITY
   KOFORIDUA
   020-8178116/0243412726
   EASTERN REGION

5. MR. MOSES KPORDZO
   CENTRE - HO TECHNICAL UNIVERSITY
   HO
   0244 -752782
   VOLTA REGION

6. MR. DAVID AMOAH
   CENTRE - BOLGATANGA TECHNICAL UNIVERSITY
   BOLGA
   0244 - 989764
   UPPER EAST REGION

7. MR. SOLOMON ABINA
   CENTRE - SUNYANI TECHNICAL UNIVERSITY
   SUNYANI
   020 - 0380570
   BRONG AHAFO REGION

8. MS. SANDRA ASAFO-ADJEI
   I. C. A. OFFICE KUMASI
   KUMASI
   AHODWO ROUNDABOUT – NYAR KO PLAZA
   0243 – 3967134/0246 - 162555
   KUMASI ASHANTI REGION

9. MR. THOMAS OSEI
   CENTRE – CAPE COAST TECHNICAL UNIVERSITY
   (OLD ADMINISTRATION BLOCK)
   CAPE COAST
   0264423849/0307002749/0205253035
   CAPE COAST CENTRAL REGION

10. LIBERIA - CENTRE