



CHARTERED
ACCOUNTANTS
ELEVATION
PROGRAMME

A NEW ENTRY ROUTE FOR
EXPERIENCED PROFESSIONALS

REGISTRATION
BOOKLET 2009

WWW.ELEVATIONPROGRAMME.IE



THE INSTITUTE OF
Chartered Accountants
IN IRELAND

01. PERSONAL (please use block letters)

Surname: _____ Forename: _____

Address: _____

Post Code: _____ County: _____

Date of Birth: _____ Gender: M F

Mobile: _____ Telephone: _____
(daytime)

Email address: _____

Signature: _____

Date: _____

Eligibility for registration

Students embarking on the Elevation Programme are eligible to register under this route, provided they are:

- a) Graduate (honours/pass level) IATI
- b) I confirm I have 4 years work experience

02. EDUCATION

Degree / Programme Title: _____

Overall Grade: _____ Year Awarded: _____

Awarding body: _____

I attach my official transcript of results (original for all years)

Currently in Employment
(Complete Section 03)

Not currently in Employment
(Complete Section 04)

03. EMPLOYER (please use block letters)

Name: _____

Address: _____

Post Code: _____ County: _____

Position: _____ Date commenced: _____

Telephone: _____

Email address: _____

Business Classification:

Industry Public Sector Financial Services Accountancy Practice

Other (please specify): _____

04. ENTRY/EXEMPTIONS

ICAI will consider your eligibility for entry and / or exemptions based on your original transcript of results submitted to us. The following conditions will apply:

ENTRY

All holders of degrees at pass or honours level, business or non-business from recognised institutions (to include graduates of IATI) are eligible for entry to the CAP1 programme.

EXEMPTIONS

CAP1: Minimum requirement of 2.ii honours or better in order to claim exemption from individual CAP1 subjects. Graduates of IATI are eligible to claim exemptions at CAP1 provided they have achieved the requisite standard. Students are permitted to claim exemptions up to 10 years from date of graduation.

CAP2: Only holders of recognised Masters in Accounting and post-graduate Diploma in Accounting programmes may seek exemptions at this level.

Please tick subjects for which you are applying for exemptions (tick boxes below)

CA Proficiency 1 (CAP1)			CA Proficiency 2 (CAP2)		
<input type="checkbox"/>	Finance		<input type="checkbox"/>	Auditing and Assurance	
<input type="checkbox"/>	Management Accounting		<input type="checkbox"/>	Strategic Finance & Management Accounting	
<input type="checkbox"/>	Financial Accounting		<input type="checkbox"/>	Financial Reporting	
<input type="checkbox"/>	Taxation I (ROI) <input type="checkbox"/> (NI)		<input type="checkbox"/>	Taxation II (ROI) <input type="checkbox"/> (NI)	
<input type="checkbox"/>	Law for Accountants (ROI) <input type="checkbox"/> (NI)				

ICAI Website: Further details are available from our website (www.icaei.ie) regarding the range of exemptions accredited by ICAI to 3rd level institutions.

Exemption Confirmation: You will be emailed confirmation of your exemption position in order to proceed with your registration.

05. COURSE ENROLMENT

Once you have received confirmation of your exemption position, you will be asked which subjects you wish to be enrolled on at the particular stage in order to proceed with your professional studies.

Communication regarding the course programmes will be by email and text message.

Please advise below of any medical condition which may impact on your studies with ICAI:

In respect of the first examination that you will sit (for example, CAP1 or CAP2), please tick the appropriate box to indicate your choice of course and examination locations.

CA Proficiency 1			CA Proficiency 2			Final Admitting Exam		
Location	Course	Exam	Location	Course	Exam	Location	Course	Exam
Athlone	<input type="checkbox"/>	<input type="checkbox"/>	Athlone	<input type="checkbox"/>	<input type="checkbox"/>	Athlone	<input type="checkbox"/>	<input type="checkbox"/>
Belfast	<input type="checkbox"/>	<input type="checkbox"/>	Belfast	<input type="checkbox"/>	<input type="checkbox"/>	Belfast	<input type="checkbox"/>	<input type="checkbox"/>
Carlow	<input type="checkbox"/>	—	Carlow	<input type="checkbox"/>	—	Carlow	<input type="checkbox"/>	—
Cork	<input type="checkbox"/>	<input type="checkbox"/>	Cork	<input type="checkbox"/>	<input type="checkbox"/>	Cork	<input type="checkbox"/>	<input type="checkbox"/>
Dublin	<input type="checkbox"/>	<input type="checkbox"/>	Dublin	<input type="checkbox"/>	<input type="checkbox"/>	Dublin	<input type="checkbox"/>	<input type="checkbox"/>
Galway	<input type="checkbox"/>	<input type="checkbox"/>	Dundalk	<input type="checkbox"/>	—	Dundalk	<input type="checkbox"/>	—
Limerick	<input type="checkbox"/>	<input type="checkbox"/>	Galway	<input type="checkbox"/>	<input type="checkbox"/>	Galway	<input type="checkbox"/>	<input type="checkbox"/>
Sligo	<input type="checkbox"/>	<input type="checkbox"/>	Limerick	<input type="checkbox"/>	<input type="checkbox"/>	Limerick	<input type="checkbox"/>	<input type="checkbox"/>
Waterford	<input type="checkbox"/>	<input type="checkbox"/>	Sligo	<input type="checkbox"/>	<input type="checkbox"/>	Sligo	<input type="checkbox"/>	<input type="checkbox"/>
			Waterford	<input type="checkbox"/>	<input type="checkbox"/>	Waterford	<input type="checkbox"/>	<input type="checkbox"/>
			L'Derry	<input type="checkbox"/>	<input type="checkbox"/>	L'Derry	<input type="checkbox"/>	<input type="checkbox"/>

Please note, venues are subject to local demand.

More details of ICAI's approach to education and the facilities to support your learning are on our website www.elevationprogramme.ie

You will be emailed in early October 2009 and will be given access to our Educational Resources, course timetable, lecture notes, toolkits and textbooks.

06. EXAMINATIONS

You will be entered automatically in the examination for the combination of subjects you have selected for your course enrolment. ICAI's Examination Department will issue to you a letter of admission to the examination approximately 3 weeks before the examination session.

Details of the ICAI examination timetable can be downloaded from www.icaei.ie

07. RECOGNISED EXPERIENCE FOR QUALIFICATION (REQ)

Every person being admitted to membership of ICAI is required to complete a specified period of Recognised Experience. The length of the period will depend on the student's educational background and will form a vital element in the formation of the Chartered Accountant. Such relevant experience will complement and support the formal educational programmes and assessment and will be a valuable basis for later career development.

Specified period

Graduates: 3½ Years	Post Graduates: 3 Years	IATI: 4 Years
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Chartered Accountant Diary of Professional Development

Elevation Programme students can acquire their (REQ) concurrently with their Chartered Accountancy studies, after completion of their studies, or a combination of both. Students will be required to record their experience on the Institute's Chartered Accountant Diary of Professional Development.

Students will also be able to claim credit for prior recognised experience and you can submit details on a special application form within 3 months of joining us. Further details available on our website.

08. FEES

ICAI has a single, all-inclusive fee covering registration, educational courses and examination fees (1st attempt), all books, study materials, access to on-line resources at each stage.

The fees for 2009/2010 which are linked to course location are:

FEES	FOR ROI COURSES	FOR BELFAST COURSE
CAP1	€405 per paper (€2,025 all subjects)	£285 per paper (£1,400 all subjects)
CAP2	€765 per paper (€3,060 all subjects)	£520 per paper (£2,080 all subjects)
FAE	€4,185 all subjects	£2,845 all subjects

Sterling rates apply only to courses in Belfast.

09. DECLARATION

I **(name in block capitals)**

confirm that I will observe and uphold the ethical and professional standards of ICAI and agree to abide by its Bye-Laws, Rules and Regulations and undertake not to engage in any act or default likely to bring discredit to myself, ICAI or the profession of accountancy.

I declare that I have not, in the past, been the subject of any proceedings of a court, a regulator, or a professional body, the outcome of which might call into question my fitness and propriety to qualify for membership of The Institute of Chartered Accountants in Ireland.

I declare the information provided in this registration booklet to be correct.

Signature:

Data Protection

The Institute of Chartered Accountants in Ireland (ICAI) will use, process and retain information contained in this form for the purpose of administering your registration with us. We shall comply with the Data Protection Acts and Electronic Privacy Regulations when processing your personal data.

Notice

The information given to the Institute on this form is maintained on a registration database. This information may be passed on to the Institute's Regulator (either IAASA (ROI) or POB (NI)) on an anonymous basis for the purpose of statistics only.

10. PAYMENT

Payment will be charged when your eligibility/exemptions have been confirmed to you by email.

Please charge my card for:

€

£

VISA

MASTERCARD

LASER

AMEX

Credit card number:

Expiry Date:

Security/CCV Code:

(last 3 digits of number on reverse of card)

Amount to Debit:

Cardholder Name:

OR

I will submit a cheque for made payable to ICAI.

please do NOT detach

Please return registration form in full to:

Ms Laura Pensato

Elevation Programme Executive

ICAI, Burlington House, Burlington Road, Dublin 4

DD: 6377327



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DUBLIN

Burlington House
Burlington Road
Dublin 4
LoCall 1890 28 29 28
F: [01] 668 0842
E: elevation@icai.ie
www.elevationprogramme.ie

BELFAST

The Linenhall
32-38 Linehall Street
Belfast, BT2 8BG
LoCall 0845 301 56 49
F: [028] 9023 0071
E: elevation@icai.ie
www.elevationprogramme.net



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