



Chartered Accountant

CA



नेपाल चार्टर्ड एकाउन्टेन्ट्स संस्था

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NEPAL

(Established under the Nepal Chartered Accountants Act, 1997)





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THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NEPAL
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The Institute of Chartered Accountants of Nepal (ICAN) is an autonomous body established under the Nepal Chartered Accountants Act, 1997 for regulating the accounting profession in the country with an objective to enhance social recognition and faith in the Accounting Profession by raising public awareness towards economic and social responsibility of Accountants; contributing towards economic development and creating awareness among the professionals about their responsibility towards the importance of accountancy profession. The primary functions of the Institute are:

- Regulating Accountancy Profession within the Country,
- Imparting Chartered Accountancy and Accounting Technician education and examination
- Pronouncing and Implementing of Accounting and Auditing Standards.
- Monitoring the works of Members through Quality Assurance Review Process.
- Conducting Post Qualification Courses to Develop the Competence of Members.
- Issuing Code of Ethics and Necessary Guidelines for Members.

The Institute provides access to Chartered Accountancy and Accounting Technician Education to the aspiring students. The members of the Institute provide professional accounting services, and the Institute aspires to equip them with the expertise for professional excellence. The Institute, having its Head Office located at ICAN Marg, Satdobato, Lalitpur has a network of 6 Branch Offices within the country and 2 Foreign Chapters respectively in Australia and United States of America (USA). The Institute is a member of the International Federation of Accountants (IFAC), Confederation of Asian and Pacific Accountants (CAPA) and South Asian Federation of Accountants (SAFA).

The Institute has 27 years of glorious history of serving to the nation and is proud to have more than 9,000 members across the country and abroad serving in various professional areas of their expertise in different levels without limitation of their professional excellence, and has a current enrolment of more than 14,000 students who are pursuing their professional career with the Institute in different levels.



Head Office of The Institute of Chartered Accountants of Nepal (ICAN)

CA: As a Profession

Chartered Accountancy (CA) is a prestigious and rewarding profession. It is a challenging career that imparts the best of technical skills in Accounting Profession. Chartered Accountants (CAs) are trusted and independent professionals with excellence in auditing, accounting, financial reporting, taxation, advisory, corporate laws, consultancy services and general administration. Chartered Accountants today hold top management positions in public as well as private sector organizations. Rapid changes in the global economy, taxation, and regulations have enhanced the opportunities for the Chartered Accountants and opened up avenues for many rewarding career options. Due to the overwhelming demand of Chartered Accountant's services, the average earning/remuneration packages of Chartered Accountants is increasing in pace with the growing economy. CAs come through a rigorous system of examinations and three years of long practical training which exposes them to the real-life scenario of many organizations.

CAs are primarily the general practitioners of the financial world, with expert knowledge and integrity, setting up their own practice to audit the financial statements of entities for increased assurance of investors as well as other stakeholders. They also render professional services like accountants and management consultants. Rapid changes in the economy brought by globalization have further opened up opportunities to the Chartered Accountants for many challenging and rewarding career options.

How to Become a Chartered Accountant ?

Taking the course offered by the Institute, passing its final examination and acquiring three years of practical training, one can become a Chartered Accountant and consequently a member of the Institute.

CA: As an Education

CA education is based on a distance learning course module. It involves in-depth theoretical knowledge and practical training imparting sound analytical and problem-solving skills to the students. There are three stages in CA education, as given below:

Chartered Accountancy Professional-I (CAP-I)

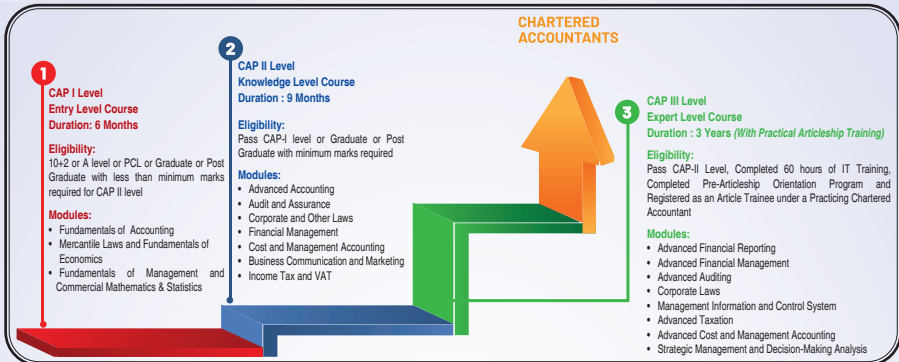
Paper	Subjects	Total Marks
Paper-1	Fundamentals of Accounting	100 Marks
Paper-2	Part A: Mercantile Laws	100 Marks
	Part B: Fundamentals of Economics	
Paper-3	Part A: Fundamentals of Management	100 Marks
	Part B: Commercial Mathematics and Statistics	

Chartered Accountancy Professional-II (CAP-II)

Group I	Marks	Group II	Marks
Paper -1: Advanced Accounting	100 Marks	Paper -4: Financial Management	100 Marks
Paper -2: Audit & Assurance	100 Marks	Paper -5: Cost & Management Accounting	100 Marks
Paper -3: Corporate & Other Laws	100 Marks	Paper -6: Business Communication & Marketing	100 Marks
		Paper -7: Income Tax & VAT	100 Marks

Chartered Accountancy Professional-III (CAP-III)

Group I	Marks	Group II	Marks
Paper -1: Advanced Financial Reporting	100 Marks	Paper -5: Management Information & Control System	100 Marks
Paper -2: Advanced Financial Management	100 Marks	Paper -6: Advanced Taxation	100 Marks
Paper -3: Advanced Auditing	100 Marks	Paper -7: Advanced Cost & Management Accounting	100 Marks
Paper -4: Corporate Laws	100 Marks	Paper -8: Strategic Management & Decision Making Analysis	100 Marks



How to get Enrolled in the CA Course? Do we need to face any Entrance Examinations ?

No, any CA aspirant need not go through entrance examination to get enrolled in the Chartered Accountancy Course at The Institute of Chartered Accountants of Nepal. Students meeting the minimum percentage criteria (as mentioned below) can get enrollment in the CA Course. The Institute has a centralized self-service portal to manage the process of registration and uploading of self-attested documents. The candidate has to visit the link <https://enroll.ican.org.np/> and fill up the Registration Form. The student will need a valid email address and mobile number to complete the registration process and should submit softcopies of the documents resizing in the required size. After successful submission of the form, the documents will be verified and registration will be confirmed by the Institute.

Fee Structure, Duration and Entry Requirement

The fee structure, duration and entry requirement in different levels of CA Education is as follows:

Level	Duration	Requirement	Fees
Chartered Accountancy Professional-I (CAP-I)	6 Months	<ul style="list-style-type: none"> 10+2 or PCL or A Level or equivalent from recognized Educational Institution with minimum CGPA 2.4 or equivalent or, Graduate/Post Graduate in Commerce/Management majoring Account Audit/Tax with less than 50% aggregate score (or equivalent Grade/GPA) or, Graduate/Post Graduate in Commerce/Management majoring other than Account/Audit/Tax with less than 55% aggregate score (or equivalent Grade/GPA) or, Graduate/Post Graduate in faculties other than Commerce/ Management with less than 60% aggregate score (or equivalent Grade/GPA) <p><i>Provisional registration can be done by the students who have appeared 10+2 or equivalent or graduate or post graduate examination.</i></p>	27,500/-
Chartered Accountancy Professional-II (CAP-II)	9 Months	<ul style="list-style-type: none"> Passed CAP-I Level Examination or, Graduate/Post Graduate in Commerce/Management majoring Account/Audit/Tax with minimum 50% aggregate score (or equivalent Grade/GPA) or, Graduate/Post Graduate in Commerce/Management majoring other than Account/ Audit/Tax with minimum 55% aggregate score (or equivalent Grade/GPA) or, Graduate/Post Graduate in faculties other than Commerce/Management with minimum 60% aggregate score (or equivalent Grade/GPA) <p><i>Provisional registration can be done by the students who have appeared final year examination of graduate or post graduate level.</i></p>	32,500/-

Level	Duration	Requirement	Fees
Chartered Accountancy Professional-III (CAP-III)	3 years including Articleship Training	<ul style="list-style-type: none"> Passed CAP-II Level Examination Completed 60 hours IT Training conducted by the Institute Completed Pre-Articleship Orientation Program Registered as an Article Trainee under a practicing Chartered Accountant by signing an Articleship Deed which must be submitted to ICAN within one month from the date of signing the deed 	40,000/-
Total Rupees			1,00,000/-

Level	Deadline of Registration	Time period to submit remaining documents in case of provisional registration	Payment of Registration Fees
CAP I	<ul style="list-style-type: none"> For June Examination : End of November For December Examination : End of May 	Earlier of, 6 months from <ul style="list-style-type: none"> Provisional registration OR Submission of exam form 	<ul style="list-style-type: none"> Full payment at the time of registration OR On Installment Basis : <ul style="list-style-type: none"> 50% at the time of registration, and Balance within, earlier of, 3 months of registration or submission of exam form
CAP II	<ul style="list-style-type: none"> For June Examination : End of August For December Examination : End of February 	Earlier of, 6 months from <ul style="list-style-type: none"> Provisional registration OR Submission of exam form 	<ul style="list-style-type: none"> Full payment at the time of registration OR On Installment Basis : <ul style="list-style-type: none"> 50% at the time of registration, and Balance within, earlier of, 6 months of registration or submission of exam form
CAP III	<ul style="list-style-type: none"> For June Examination : End of May For December Examination : End of November 	-	<ul style="list-style-type: none"> Full payment at the time of registration OR On Installment Basis : <ul style="list-style-type: none"> 50% at the time of registration, and Balance within, earlier of, 1 year of registration or submission of exam form

Students Orientation Program

ICAN organizes Students' Orientation Program for newly enrolled CAP-I Level Students. This program is an opportunity for the aspiring CA Students to learn more about CA Courses, about ICAN, Institutes' facilities and opportunities available to the students, its rules and regulations, and in overall their professional career ahead. Also, this program is designed to help the fresh students; uncover the answers to those questions they may have.

Eligibility Test / Online Pre-test Examination

To be eligible to appear in final examination of all levels of Chartered Accountancy Education, students are required to pass the Eligibility test as prescribed by ICAN. Nowadays, the modality of test has been modified to Online Pretest Examination. The criteria and rules, operational guidelines and video tutorial of such online pretest can be accessed through the following link: <https://en.ican.org.np/site/show/criteria-operational-guidelines-and-video-tutorial/>. Students should pass the online pretest examination of all subjects by **February** end for being eligible to appear in the final examination of **June** and by **August** end for being eligible to appear in the final examination of **December**.

Pre-Articleship Orientation Program

ICAN organizes Pre-Articleship Orientation Program for the students who have qualified CAP II Level examination before joining the Chartered Accountancy firms for their articleship training. This program needs to be attended mandatorily by all CAP II passed out students before submitting their articleship deed to the Institute. The main objective of this program is to orient the students about the Professional Attire, Professional Culture, Behavior and Etiquettes to be maintained by them during their three years of Articleship Training Journey. Besides this, students are provided with the information on the below topics:

- Articles' responsibility and authority in Audit Firm and Clients' Offices.
- Environment and General Practices at Audit Firms and Clients' Offices.
- Etiquettes to be maintained in the report to be submitted to the Institute.
- Business Communication and Personality Development
- Importance of Confident Public Speaking and Interpersonal Communication

Articleship Training

Practical training along with theoretical education is the unique feature of Chartered Accountancy Education. Students must go for Articleship training of three years under practicing Chartered Accountant while they pursue the Chartered Accountancy Education at CAP III/Final Level. Students are entitled to get the following minimum stipend amount during the training period:

Year	Minimum Stipend Per Month (NPR.)
First year	5,000
Second Year	7,000
Third Year	10,000

Information Technology (IT) Training

CAs are expected to have practical knowledge and skills of Information Technology. So, the Institute perceives the use of IT in the field of accounting and auditing sector.

100 Hours Information Technology Training course has been prescribed mandatorily for the Chartered Accountants Students during Chartered Accountancy Professional (CAP) – II and Chartered Accountancy Professional (CAP) – III Levels. The total 100 hours of IT Training has been divided into two parts as Basic Level Course of 60 Hours for CAP II level appeared students before joining CAP III level and Advanced Level Course of 40 Hours for CAP III level students before appearing final examination.

General Management and Communication Skills (GMCS) Training

General Management and Communication Skills (GMCS) training is a 15 days course to equip the entrants to the profession as a Chartered Accountant with interpersonal and management skills and provide exposure to the contemporary issues in the changing socio-economic scenario. This course is a prerequisite for enrollment as Chartered Accountant member of the Institute. The program will help in developing management skills, personality development and communication skills and other professional capabilities that would enable the Chartered Accountants to occupy higher management position and even aspire to make their career in practice or entrepreneurship. Professional capabilities are the attributes held by individuals that enable them to perform their roles competently. The possession of capabilities has given a good indication that an individual has the potential to perform competently in the workplace. The final assessment of capabilities and competence is normally in addition to purely academic qualifications.

This program has been designed to improve skills in oral, written and non-verbal communication for executives in business situations. In addition to specific skills within these types of communication, this program will raise awareness about the dynamics of communication in a business environment, and help participants reflect on their individual communication styles and recognize their strength and weaknesses.

Scholarship and Awards

The Institute has established a Scholarship Fund to provide scholarships to the needy and deserving students by allocating 5% of the registration fees collected from the students during a year and also has set up a designated Scholarship Fund to support the students financially in case they are hit by natural disaster or pandemic.

ICAN has been granting Medals and Merit Certificates for the merit holder students who scores the highest marks in different levels of Chartered Accountancy Examinations every year.

Library Facilities

Students can enjoy all library facilities including professional books, guidance notes and other reference materials as per library procedure. Students are required to use their Identity Cards issued by the Institute for access into the library.

Extra-Curricular Activities for CA Students

ICAN conducts various extra-curricular activities for the different levels of CA Students every year like; Elocution Contest, Quiz Contest, Poem Contest, Debate Contest etc. It is an opportunity for the students to explore their prowess and talent besides their studies. Good number of students participates in these programs every year. The winners of the programs are awarded with medals and certificates on the Anniversary day of ICAN and also get an opportunity to participate in the SAFA level programs, being nominated from the Institute. These contests are expected to foster the competency of the students with a diversification of their capabilities.

Further, students of ICAN participate in various National and International Conferences organized by Professional Accounting Organizations of SAFA level i.e., India, Bangladesh, Pakistan and Sri Lanka.



Figure: Students Participating in SAFA Level Quiz and Elocution Contest



Figure : Students Participating in International Conference



Figure: Recently Qualified Chartered Accountants Celebrating their Convocation Ceremony



Figure: SAFA level International Students' Conference held in Nepal



Figure: General Management and Communication Skills (GMCS) Training

CA Membership: After Final Level

After successful completion of the CA Final Level examination, 3 years of articleship training and 15 days GMCS training organized by the Institute an individual should apply for membership in the Institute. Only those whose names are registered with the Institute can use the designation “Chartered Accountant” in full or “CA” in brief and practice the profession of accountancy in Nepal.

Career Options: For Chartered Accountants

The Students qualifying Chartered Accountancy course from the Institute has following options for their career growth:

- Set up own Practice and render Auditing by obtaining Certificate of Practice (COP), Accounting, Consultancies, Taxation, Advisory, and other Services, or
- Provide strategic directions to any organization in the capacity of Chief Executive Officer, Director, or any other professional capacity; or
- Be an Entrepreneur; or
- Join Public or Private Sector Companies in Managerial Level; or
- Join NGOs or INGOs in Senior Positions, or
- Join lucrative position of Government Business Organizations; or
- Undertake Government Service.

List of Major Entities Recruiting CAs

- i. Banks and Financial Institutions
- ii. Insurance Companies
- iii. Government and Government Undertakings
- iv. Multinational Companies
- v. NGOs and INGOs
- vi. Public and Private Sector Companies
- vii. Also, an opportunity to work in the countries where the Institute has signed Mutual Recognition Agreement with the Professional Accounting Bodies such as UK, Australia, New Zealand, India etc.

International Affiliations



International Federation of Accountants (IFAC) represents more than three million professional accountants in 135 countries through 180 Professional Accountancy Organization (PAOs). ICAN became associate member of IFAC on 2003 and full member on 2008. Curriculum of CA Education is developed as per International Education Standards (IES) developed by International Accounting Standard Education Board (IAESB) of IFAC.



Confederation of Asian and Pacific Accountants (CAPA) is a regional organization representing 32 national PAOs from 23 jurisdictions that operate in, or have an interest in, the Asia-Pacific region. The membership of these organizations comprises over 2 million professional accountants. ICAN became member of CAPA in 1998.



South Asian Federation of Accountants (SAFA) is an apex body of South Asian Association for Regional Co-operation (SAARC), alliance of accounting bodies in South Asia Region. ICAN became the member of SAFA in 1997 and Students of ICAN represents and participates in various conferences and contests being organized by the at SAFA.

Mutual Recognition Agreement (MRA)/ Memorandum of Understanding (MoU)/ Technical Collaboration Agreement



THE INSTITUTE
OF CHARTERED
ACCOUNTANTS
IN ENGLAND AND WALES

ICAN has signed MRA with the Institute of Chartered Accountants in England & Wales (ICAEW), UK in 2016 and has an extension of this agreement signed in March, 2021.



CHARTERED ACCOUNTANTS™
AUSTRALIA - NEW ZEALAND

ICAN has signed MoU with The Chartered Accountants Australia and New Zealand (CA ANZ) on 07th March, 2018 and subsequently a further extension to 2018 MOU was signed on 06th December, 2021.



ICAN has signed MoU with The Chartered Institute of Public Finance and Accountancy (CIPFA) on 31st January, 2018 and subsequently a supplementary agreement was signed on 13th May, 2018.



ICAN has signed Mutual Collaboration Agreement with The Association of Chartered Certified Accountants (ACCA) on 01st May, 2019. Also, it outlined the provision related to partnership between ICAN and ACCA to provide mutual exemptions for members of both the Bodies towards the ICAN and ACCA qualifications and collaboration in several areas.



Association
of International
Certified Professional
Accountants™

ICAN has signed Memorandum of Understanding (MoU) with Association of International Certified Professional Accountants (AICPA) on 31st May, 2019.



ICAN has signed Membership Pathway Agreement with CPA Australia on 10th March, 2016. The MPA deals with the requirement for membership pathway to CPA AUSTRALIA for members of ICAN.



ICAN has signed MRA with The Institute of Chartered Accountants of India (ICAI) on 22nd October, 2020. Prior to this MRA, ICAN has signed MRA/MOU with ICAI on 1998, 2004 and 2017.



The Institute of
Internal Auditors
India

ICAN has signed MoU with The Institute of Internal Auditors, India (IIA India) on 16th April, 2021.



ICAN has signed MoU with CA Sri Lanka on 05th January, 2022 with the objective to strengthen, promote and develop the accountancy profession on both the country on the basis of equality and mutual benefit.

Overseas Chapter

The main objective of the Chapter is to facilitate professional development of the members through continuous learning and networking.

Australia Chapter of ICAN

The "Australia Chapter of ICAN" is the first Overseas Chapter of the ICAN and it was established in Sydney, Australia.

United States Chapter of ICAN

The "US Chapter of ICAN" was established in the state of Virginia, United States of America. It was inaugurated on 24th March, 2018 in presence of a high-level delegation from ICAN.

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