



INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS OF RWANDA

Driving Sustainable Performance

2015

CPD CALENDAR

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INTRODUCTION TO THE iCPAR CONTINUOUS PROFESSIONAL DEVELOPMENT

The Institute of Certified Public Accountants of Rwanda (iCPAR) offers top-class training that will enlighten you on today's critical issues and best practices. Mandated by law number 11/2008 to regulate the Accountancy Profession in Rwanda, iCPAR is the only body that is dedicated to the development of the Accountancy Profession in Rwanda and is at the forefront of this endeavor. As a member body of the International Federation of Accountants (IFAC) and the market leader in Accountancy Professional Development in Rwanda, we are committed to identifying latest trends and developments to ensure we incorporate leading-edge thinking and best practices in all our CPD training programs. iCPAR By-Laws provide that all Accountants commit to and comply with the CPD requirements.

To ensure iCPAR members fulfill their professional responsibilities in Accounting, Auditing Risk, Control & Governance iCPAR has developed a range of comprehensive seminars and Workshop which cater for professional accountants at various levels. Our expanding CPD programs will shed light on topics that boost career growth and keep clients in touch with latest developments.

What is CPD?

Continuing Professional Development (CPD) is the systematic maintenance, improvement and broadening of knowledge and skills, and the development of personal qualities necessary for the execution of professional duties throughout your working life.

CPD REQUIRES:

- Personal commitment to keeping your professional knowledge up-to-date and improving your capabilities and competencies - helping you to be an even better professional.
- Focus on what you learn and how you develop throughout your professional career.
- Formal learning – courses, qualifications.
- Professional learning – conferences, seminars, coaching, mentoring, networking, taking part in working groups.
- Informal learning – reading, keeping up to date

2.3 Benefits of attending iCPAR CPD Programs

CPD enables a Professional Accountant to:

- Update knowledge and skills in existing and new areas of practice.
- Keep Professional Qualifications up-to-date.
- Raise your profile through Certification and Networking, making yourself more marketable to future employers.
- Gain recognition for informal CPD that has already been undertaken.
- Increase competence in a wider context benefiting both Personal and Professional roles.
- Demonstrate commitment to the profession.
- Gain greater job satisfaction.
- Obtain new and improved skills - making challenging tasks easier.
- Increase skills, knowledge and confidence in your professional abilities
- Employers will be more likely to recognize your talents.
- Enhance a CV and show what you can do, so when you are next looking for a promotion, salary increase or new job you will be able to show the supporting activities and knowledge to justify job advancement or a rise.
- Comply with the requirement of the International Federation of Accountants (IFAC)
- Enhance your creativity engines

IN-HOUSE TRAINING

The Institute of Certified Public Accountants of Rwanda (iCPAR) as part of its role in promoting best financial management and reporting practices offers various in-house trainings to interested organization. We offer trainings in financial management, Tax, IFRSs, Risk Management, Audit and corporate governance amongst others. Please contact us early to book for your organization's in-house training. Some of the organizations that have benefitted from our in-house trainings are:

Organization	Training
Ministry of Finance & Economic Planning (MINECOFIN), Management Staff	Training on Financial Analysis
Government Portfolio Management Unit, GBE Management Staff	Financial & Risk Management Training
I&M Bank Ltd; Non Finance Managers	Finance for Non-Finance Managers Training
Government Portfolio Management Unit, GBE Director Generals & Board of Directors	Strategic Management & Financial Training
Office of the Chief Government Internal Auditor, Government Internal Auditors and Staff	A Practical Approach to Implementing IPPF Training
Development Bank of Rwanda (BRD), Board of Directors and Senior Staff	Strategy & Governance Training (Board Orientation)
Government Portfolio Management Unit, GBE Director Generals & Board of Directors	Public Risk Management Seminar
Office of the Chief Government Internal Auditors, Government Internal Auditors and Staff	Induction Training Workshop For New GBE's Board Members and Government Representative Appointees.



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iCPAR has developed an internationally benchmarked syllabus for the Professional Accounting Qualification program (CPA) and the Certified Accounting Technician program (CAT) for Rwanda.

Upon successful completion of the program, one is recognized as a professional accountant and is granted the right to use the title CPA(R) after ones name.

January Mutarama

Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DATE: 21st January 2015

EVENT: The 4th Annual Tax Assessment Forum

HOURS: 7 Hours

VENUE: Umubano Hotel

Price: 45,000 / 75,000 Rwf
Members/Non-Members

DATE: 30th January 2015

EVENT: Audit Committee Governance Workshop

HOURS: 7 Hours

VENUE: Lemigo Hotel

Price: 115, 000/ 145,000 rwf
Members / Non-members



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2015

CPD CALENDAR

iCPAR QUALIFICATION PROGRAM

CAT Examinations

Certified Accounting Technicians (CAT) Examinations

for persons who wish to qualify and work as middle level accountants and technical support specialists in auditing, taxation and other related fields.

Certified Accounting Technicians (CAT) Entry Requirements

- Senior six examination score of at least 15 points
- Work experience and other certificates from recognized institutions (on case by case basis)

February Gashyantare

Mo	Tu	We	Th	Fr	Sa	Su
		4	5	6	7	1
2	3					8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

DATE: 4th February 2015

EVENT: The 2nd Accounting Students Associations Annual Seminar

HOURS: 7 Hours

VENUE: TBC

Price: SPONSORED BY iCPAR

DATE: 25th February 2015

EVENT: Workshop for Non-Finance Managers

HOURS: 7 Hours

VENUE: Lemigo Hotel

Price: 45,000 / 75,000 Rwf
Members/Non-Members



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CPD CALENDAR

CAT QUALIFICATION LEVEL 1

- L1.1 Introduction to Financial Accounting
- L1.2 Business Law
- L1.3 Business Management, Ethics and Entrepreneurship
- L1.4 Business Mathematics
- L1.5 Economics and the Business Environment

CAT QUALIFICATION LEVEL 2

- L2.1 Financial Accounting
- L2.2 Information Systems
- L2.3 Management Accounting
- L2.4 Taxation
- L2.5 Auditing

March Werurwe

Mo	Tu	We	Th	Fr	Sa	Su
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

DATE:

25th March 2015

EVENT:

IPSAS Workshop

HOURS

7 Hours

VENUE

Umubano Hotel

Price:

45,000 / 75,000 Rwf
Members/Non-Members



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2015

CPD CALENDAR

iCPAR QUALIFICATION PROGRAM

CPA Examinations

Certified Public Accountants (CPA) Examinations

For people who wish to qualify and work as professional accountants, auditors, finance managers, tax specialists and financial consultants.

Certified Public Accountants (CPA) Entry Requirements

- Senior six examination score of at least 30 points or its equivalent
- Holders of the Certified Accounting Technician Certificate
- Holders of a Bachelor's Degree or Diploma in Accounting, or Accounting
- Certificate from a recognized university/tertiary institution or professional body
- Third year university students specializing in accounting or business studies

April Mata

Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

DATE:

22nd April 2015

EVENT:

**IFRS Workshop for
Standards Effective
2015**

HOURS

7 Hours

VENUE

Gorillas Golf Hotel

Prices:

45,000 / 75,000 Rwf

Members/Non-Members



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2015

CPD CALENDAR

CPA QUALIFICATION FOUNDATION LEVEL 1

- F1. 1 Business Mathematics and Quantitative Methods
- F1. 2 Introduction to Law
- F1. 3 Financial Accounting
- F1. 4 Business Management, Ethics, and Entrepreneurship

CPA QUALIFICATION FOUNDATION LEVEL 2

- F2. 1 Management Accounting
- F2. 2 Economics and The Business Environment
- F2. 3 Information Systems
- F2. 4 Taxation

May Gicurasi

Mo	Tu	We	Th	Fr	Sa	Su
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

DATE:

6th – 7th May 2015

EVENT:

Public & Private Risk
Management Seminar

HOURS:

14 Hours

VENUE:

Umubano Hotel

Price:

165,000 / 190,000 Rwf

Members/Non-Members



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2015

CPD CALENDAR

CPA QUALIFICATION INTERMEDIATE LEVEL

- I1. 1 Managerial Finance
- I1. 2 Financial Reporting
- I1. 3 Company Law
- I1. 4 Auditing

June Kamena

Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DATE: 17th June 2015

EVENT: Annual Budget Review Seminar

HOURS: 3.5 Hours

VENUE: Sports View Hotel

Price: 25,000 / 45,000 Rwf
Members/Non-Members

DATE: 24th June 2015

EVENT: ISAs & Code of Ethics Workshop

HOURS: 7 Hours

VENUE: Grand Legacy Hotel

Price: 45,000 / 75,000 Rwf
Members/Non-Members



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2015

CPD CALENDAR

CPA QUALIFICATION ADVANCED LEVEL 1

- A1. 1 Strategy and Leadership
- A1. 2 Audit Practice and Assurance Services
- A1. 3 Advanced Financial Reporting

CPA QUALIFICATION ADVANCED LEVEL 2

- A2.1 Strategic Corporate Finance
- A2.2 Strategic Performance Management
- A2.3 Advanced Taxation

July Nyakanga

Mo	Tu	We	Th	Fr	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

DATE:

22nd July 2015

EVENT:

IFRS for SMEs
Workshop

HOURS

7 Hours

VENUE

Lemigo Hotel

Price

45,000 / 75,000 Rwf

Members/Non-Members



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2015

CPD CALENDAR

Exemptions & Retention of Credits

Exemptions may, upon formal request be given to registered students who are holders of certain degrees, certificates and diplomas recognized by iCPAR and are granted on a paper by paper basis.

Papers taken and passed in a level shall be **RETAINED** as CREDITS provided that the candidate enters and attempts all the papers or unless the candidate is granted exemptions from some papers in the level or has earned credits in previous attempts.

August Kanama

Mo	Tu	We	Th	Fr	Sa	Su
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

DATE: 5th August 2015

EVENT: The 1st iCPAR Annual Retreat for Executives

HOURS: 10 Hours

VENUE: Serena Hotel, Kigali

Price: 215,000 / 255,000 Rwf
Members/Non-Members

DATE: 19th August 2015

EVENT: The IFRS 1: First-time Adoption of IFRS Workshop

HOURS: 7 Hours

VENUE: Lemigo Hotel

Price: 45,000 / 75,000 Rwf
Members/Non-Members



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GENERAL FEES

	CAT	CPA
Registration Fee	39,960	44,280
Renewable Annual Membership Fee	10,800	12,960
Examination Past Paper Fee per level	81,000	81,000
Registration Reinstatement	36,180	49,680
Student ID Card	3,780	3,780

CAT EXAMINATION & EXEMPTION FEES

CAT Level 1	27,000	-----
Single Paper	8,100	10,800
CAT Level 2	31,860	-----
Single Paper	9,180	13,500

September Nzeri

Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DATE:

9th September 2015

EVENT:

Asset Valuation
Workshop

HOURS

7 Hours

VENUE

Umubano Hotel

Price

45,000 / 75,000 Rwf
Members/Non-Members



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CPA EXAMINATION & EXEMPTION FEES

Foundation Level 1	21,600
Foundation Level 2	21,600
Single paper foundation Level	10,800 - 15,660
Intermediate level	36,180
Single paper intermediate level	18,360 - 22,680
Advanced Level 1	54,000
Advanced Level 2	54,000
Single Paper Advanced Level	27,000 - 31,860

October Ukwakira

Mo	Tu	We	Th	Fr	Sa	Su
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DATE: 7th – 9th October 2015

EVENT: The 4th iCPAR Annual Seminar

HOURS: 20 Hours

VENUE: Lake Kivu Serena Hotel, Rubavu

Price: 355,000 / 415,000 Rwf
Members/Non-Members

DATE: 21st – 22nd October 2015

EVENT: The 4th Public Sector Accountability Forum

HOURS: 14 Hours

VENUE: Lemigo Hotel

Price: 165,000 / 190,000 Rwf
Members/Non-Members



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DEADLINE FOR EXAMINATION REGISTRATION

Normal registration deadline:

December Examination: 15th August

June Examination: 15th February

Late registration deadline:

December Examination: 15th September

June Examination: 15th March

November Ugushyingo

Mo	Tu	We	Th	Fr	Sa	Su
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

DATE:

4th – 5th November 2015

EVENT:

The 5th Internal
Audit, Risk, Control &
Assurance Conference

HOURS

14 Hours

VENUE

Lemigo Hotel

Price

115,000 / 145,000 Rwf
Members/Non-Members



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2015

CPD CALENDAR

CAREER OPPORTUNITIES AFTER iCPAR QUALIFICATION

After successful completion of the program, the following avenues are available:

Accountants, Auditing, Tax Consultants, Management Consultants, Finance Directors, Budget Analysts, Environmental Accountants, Risk Managers, Lecturers, CEOs, etc...

December Ukuboza

Mo	Tu	We	Th	Fr	Sa	Su
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DATE:

16th December 2015

EVENT:

The 2nd Budget
Revenue & Expenditure
Workshop

HOURS

7 Hours

VENUE

Gorillas Golf Hotel

Price

45,000 / 75,000 Rwf
Members/Non-Members