

EASTERN AND CENTRAL AFRICA

KASNEB

KASNEB Towers, Hospital Road, Upper Hill, P O Box 41362 - 00100 Nairobi, Kenya
Tel. 254-(020)-4923000, Cell phone numbers: 0722-201214, 0734-600624
E-mail: info@kasneb.or.ke Website: www.kasneb.or.ke

EXAMINATIONS NOTICE - NOVEMBER 2016 EXAMINATIONS

Students of KASNEB, parents, sponsors, guardians, training institutions and other stakeholders are hereby notified of the following important dates and information.

1. **EXAMINATION DATES**

The examination dates for the November 2016 examinations are as follows:

- (a) **Monday, 21 November 2016 and Tuesday, 22 November 2016**
 - (i) Accounting Technicians Diploma (ATD) Levels I, II and III
 - (ii) Diploma in Information Communication Technology (DICT) Levels I, II and III
 - (iii) Diploma in Credit Management (DCM) Levels I, II and III
- (b) **Monday, 21 November 2016 to Friday, 25 November 2016**
 - (i) Certified Public Accountants (CPA) Parts I, II and III
 - (ii) Certified Secretaries (CS) Parts I, II and III
 - (iii) Certified Information Communication Technologists (CICT) Parts I, II and III
 - (iv) Certified Investment and Financial Analysts (CIFA) Parts I, II and III
 - (v) Certified Credit Professionals (CCP) Parts I, II and III
- (c) **Wednesday, 23 November 2016 and Thursday, 24 November 2016**

Foreign Accountancy Qualifications (FAQ)
- (d) **Wednesday, 23 November 2016**

Foreign Secretaries Qualifications (FSQ)
- (e) **Monday, 21 November 2016 to Wednesday, 23 November 2016**

Associate in Procurement and Supply of Kenya (APS-K) Levels I and II
- (f) **Monday, 21 November 2016 to Friday, 25 November 2016**

Certified Procurement and Supply Professional of Kenya (CPSP-K) Parts I, II and III

Note: Candidates are advised to make early arrangements, including seeking permission from the employers where applicable, to ensure that they sit for the examinations.

2. **CLOSING DATES**

The closing dates for late registration, normal examination entry and late examination entry for the November 2016 examinations are as shown below:

- (a) **Late registration - Monday, 15 August 2016**
- (b) **Normal examination entry - Monday, 15 August 2016**
- (c) **Late examination entry - Friday, 30 September 2016**

3. **QUALIFICATIONS BROCHURE AND FORMS**

The qualifications brochure and various examination forms can be downloaded from the website; www.kasneb.or.ke. The qualifications brochure and forms may also be obtained from the following sources free of charge:

- (a) In Uganda at **DMK Associates, Sabina Baiga House, Bombo Road, 2nd floor suite 05 - Kampala, Makerere University Business School (MUBS) - Nakawa, Kampala International University - Kansanga, Busoga University - Iganga, and Bugema University, Kampala Campus - Bombo Road.**
- (b) In Rwanda at **Kigali Institute of Management - Rimera, University of Rwanda, College of Business and Economics, Gikondo - Kigali, University of Kigali, Kacyiru Campus and Kigali Independent University (ULK).**
- (c) In Cameroon at **Maaron Business School, 10 Rue Joffre, Akwa - Douala and Fomic Business School, Buea, Cameroon.**
- (d) In South Sudan, at the **University of Juba.**

4. **METHOD OF PAYMENT OF FEES**

Students are advised to pay the applicable fees in dollars at any branch of **KCB in their countries** to **KASNEB KCB collection account number 1123096465, Nairobi**. Thereafter, students should submit their documents to KASNEB together with a copy of the bank deposit slip. Students are personally responsible for ensuring that fees are paid to KASNEB. Consequently, students who pay fees through third parties should ensure that such parties are honest and reliable and will therefore remit the fees to KASNEB without delay. **Bankers Cheques/Drafts should be drawn payable to KASNEB. Inter-State Money Orders should be payable at City Square Post Office.** Examination entry/annual registration renewal forms and remittances which are sent by post should be posted at least one week before the closing date to ensure that they are received on time.

5. Students are advised that result notifications are not required in order to enter the examinations. All students who sat for the May 2016 examinations should therefore **ENTER** for the **November 2016** examinations immediately they confirm their May 2016 examination results whether through SMS or KASNEB website.

6. **All continuing students of KASNEB are required to renew their annual registration by 1 July of each year. New students are advised to note that the registration renewal fee is due on 1 July following the first eligible examination sitting and annually thereafter.**

SECRETARY AND CHIEF EXECUTIVE

Friday, 15 July 2016

Providing globally competitive professionals