1 Introduction
   The International Arab Society of Certified Accountants (IASCA)
   • IASCA Objectives
   • IASCA International Memberships
   • Continuing Professional Education

3 International Arab Certified Public Accountants (IACPA) Certificate
   • Validation of IACPA Certificate
   • IACPA Licensing to Practice the Profession

4 Apply for the Examination
   • Registration
   • Registration Deadline
   • Required Qualifications
   • Required Documents
   • * Determine your Examination Group
   • Examination Fee Payment
   • Determine your Examination Center
   • Confirm your Registration
   • Change your Examination Center

5 Examination Schedule
   Change your Examination Date
   • Postpone the Examination
   • Cancel the Examination

6 Prepare for the Examination
   • IACPA Curriculum Outlines
   • Sample of Questions and Answers

11 Take your Examination
   • Arrive Early
   • Time of Examination
   • Examination Specifications

11 Examination Regulations
12 Prohibited Items
13 Examination Scores
13 Examination Results
14 Examination Results Review and Appeal Form
14 Retake your Examination
14 Receive your IACPA Certificate
15 More Information
Introduction

The International Arab Society of Certified Accountants (IASCA)

was established on January 12, 1984 as a non-profit professional accounting association in London, UK. It was formally registered in Amman on February 24, 1994 under the name “The Arab Society of Certified Accountants”.

IASCA has achieved a reputable professional position at both Arab and international levels. Based on its concern for bringing the accounting and auditing professions in the Arab world to the highest international professional levels, IASCA has started since its inception to monitor laws and legislations related to these professions looking for a role for Arab accountants in the international arena. As such, IASCA works at providing the Arab world with Arab accountants having academic and professional qualifications that are at par with established international qualifications. IASCA also keeps pace with economic events, and develops and publishes new financial and business concepts and ideas in order to provide its members and associates with the ability and means to follow the latest developments and innovations in their fields and excel in the professions of accounting and auditing.

In support of the continuous cooperation and constant collaboration between IASCA and the profession, IASCA has signed a total of 35 cooperation agreements with various universities, educational and academic institutions and organizations to prepare students for the professional accountant qualification. To this end, the Society offers professional courses of IASCA’s curriculum, as well as various specialized training courses that meet the continuous and rising needs of the business community. The cooperation agreements make it possible to schedule the professional accountant qualification examinations in different Arab capitals and cities at the same time to facilitate the examination process for students, thus saving time, effort, and cost.
IASCA Objectives

• To advance the profession of accounting, auditing and other related fields as applied and used in the various professional services provided by accountants in all sectors including industry, commerce or public service throughout the Arab world.
• To protect and maintain professional independence of accountants, and implement professional supervision standards as a means of advancing the professions of accounting and auditing.
• To develop and facilitate the circulation and exchange of academic and professional knowledge among accountants, auditors and related professionals by organizing conferences, meetings, seminars, training courses and academic gatherings in addition to encouraging scientific and professional research.

IASCA International Memberships

Memberships:
1. The International Federation of Accountants (IFAC).
2. The International Committee for Accounting Education and Research (IAAER).
3. Consultative status with the UN Economic and Social Council (ECOSOC).

Licensing Agreements:
1. John Wiley and Sons®.
2. The International Federation of Accountants (IFAC).

Continuing Professional Education

The first commitment of any professional association, organization or society is to concentrate on the public interest and gain trust by insuring that its members continue to acquire the latest academic and practical knowledge as well as various technical skills, and keep up with the rapid developments in finance, business, accounting and auditing, in addition to continuing professional and academic training. It is therefore necessary for any professional association, organization or society to develop programs for continued professional education to ensure that its members maintain the necessary knowledge and technical skills needed in the pursuit of their profession to the highest standards.

Due to IASCA’s commitment to professional education, a number of professional and specialized training programs in the fields of accounting and auditing were developed and are offered by IASCA or through recognized academic institutions throughout the Arab world such as the Talal Abu-Ghazaleh Academies, and Talal Abu-Ghazaleh Training in addition to several public and private universities and institutions throughout the Arab world.
International Arab Certified Public Accountant (IACPA) Certificate

An Arab accredited professional certificate aiming at providing Arab accountants with the highest qualifications.

The curriculum for the qualification of an Arab public accountant has been developed to comply with the international curriculum issued by the United Nations Conference on Trade and Development (UNCTAD). It was created in collaboration with a group of consultants from IASCA, Association of Chartered Certified Accountants (ACCA), Certified General Accountants Association in Canada (CGA–Canada), European Commission, the Federation International des Experts Compatibles Francophone (FIDEF), the Institute of Chartered Accountants of Scotland (ICAS), the Polish Accounting Standards Board and the International Federation of Accountants (IFAC), as well as representatives of academic and international accounting firms acting in their personal capacity.

IACPA Licensing to Practice the Profession

The International Arab Certified Public Accountant (IACPA) has been licensed by a group of Arab countries to practice the profession including UAE, Yemen, Sudan, Syria, Lebanon, Kurdistan Region (Iraq), Oman and Qatar.

Apply for the Examination

- Registration

A Candidate who applies to sit for IACPA examination should fill out a Student Registration Form which is available on IASCA website, and then send it to IASCA with required documents attached as proof of qualification.
• **Registration Deadline**

IACPA candidate should pay attention to the deadline of registration which is (30) days prior to the date of the first exam.

• **Required Qualifications**

The candidate should hold a Bachelor degree.

• **Required Documents**

IACPA candidate should provide IASCA with the following documents to complete his/her registration:

1. One passport size photograph.
2. Copies of academic (educational) certificates.
3. Copies of documents demonstrating work experience from previous and present employers.
4. A photocopy of the passport or birth certificate.

• **Determine your Examination Group**

A candidate who applies to sit for “IACPA” examination can choose his/her group of examination as follows:

1. Group 1: First paper (Economic and Finance) + third paper (Auditing).
2. Group 2: Second paper (Accounting) + fourth paper (Regulations).
3. Group 3: Sitting for all four papers.

• **Examination Fee Payment**

Below are the examination fees sorted out by country:

- Gulf region: USD 2000
- Jordan, Lebanon, Tunisia, Morocco, Algeria and Libya: USD 750
- Iraq, Sudan, Egypt, Syria, Palestine and Yemen: USD 500

* Fees depend on candidate’s country of residence and cover the materials and sitting for examinations.

* A candidate should register and pay for each group separately, where he/she will be subject to pay 50% of the total registration fees for the first group or the second one. The other 50% will be paid after registering for the other group.

• **How to pay the examination fees:**

Through Bank transfer to the below account:

The International Arab Society of Certified Accountants
Bank of Jordan Al-Hussein Branch
Account number (Dollar): 278257000
Swift code: BJORJOAX
IBAN: JO76BJOR015000023010278257000

Or

A cheque to the order of the International Arab Society of Certified Accountants.
* Payments should be made in US Dollars or the equivalent in local currency.

**Determine your Examination Center**

When you decide to register for IACPA examination, you have to choose one of the examination centers and mention it in your registration form.

Below are IACPA examination centers around the Arab region:

<table>
<thead>
<tr>
<th>City</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Riyadh</td>
<td>01</td>
</tr>
<tr>
<td>Jeddah</td>
<td>02</td>
</tr>
<tr>
<td>Khobar</td>
<td>03</td>
</tr>
<tr>
<td>Manama</td>
<td>04</td>
</tr>
<tr>
<td>Amman</td>
<td>05</td>
</tr>
<tr>
<td>Cairo</td>
<td>06</td>
</tr>
<tr>
<td>Kuwait</td>
<td>07</td>
</tr>
<tr>
<td>Al Ain</td>
<td>36</td>
</tr>
<tr>
<td>Abu Dhabi</td>
<td>08</td>
</tr>
<tr>
<td>Muscat</td>
<td>09</td>
</tr>
<tr>
<td>Nablus</td>
<td>10</td>
</tr>
<tr>
<td>Alexandria</td>
<td>11</td>
</tr>
<tr>
<td>Gaza</td>
<td>12</td>
</tr>
<tr>
<td>Benghazi</td>
<td>13</td>
</tr>
<tr>
<td>Beirut</td>
<td>14</td>
</tr>
<tr>
<td>Tripoli</td>
<td>15</td>
</tr>
<tr>
<td>Aden</td>
<td>16</td>
</tr>
<tr>
<td>Nablus</td>
<td>17</td>
</tr>
<tr>
<td>Benghazi</td>
<td>18</td>
</tr>
<tr>
<td>damsacus</td>
<td>19</td>
</tr>
<tr>
<td>Tulkarem</td>
<td>20</td>
</tr>
<tr>
<td>Tripoli</td>
<td>21</td>
</tr>
<tr>
<td>Jenin</td>
<td>22</td>
</tr>
<tr>
<td>Ramallah</td>
<td>23</td>
</tr>
<tr>
<td>Hebron</td>
<td>24</td>
</tr>
<tr>
<td>Jenin</td>
<td>25</td>
</tr>
<tr>
<td>Sana’a</td>
<td>26</td>
</tr>
<tr>
<td>Sudan</td>
<td>27</td>
</tr>
<tr>
<td>Ramallah</td>
<td>28</td>
</tr>
<tr>
<td>Sana’a</td>
<td>29</td>
</tr>
<tr>
<td>Sana’a</td>
<td>30</td>
</tr>
<tr>
<td>Erbil</td>
<td>31</td>
</tr>
<tr>
<td>Jenin</td>
<td>32</td>
</tr>
<tr>
<td>Sana’a</td>
<td>33</td>
</tr>
<tr>
<td>Tulkarem</td>
<td>34</td>
</tr>
<tr>
<td>Salalah</td>
<td>35</td>
</tr>
<tr>
<td>Sana’a</td>
<td>36</td>
</tr>
</tbody>
</table>

**Confirm your Registration**

After you have met all requirements for your registration, IASCA will provide you with an acceptance letter to sit for the examination and an ID card which includes your seat number.

**Change your Examination Center**

If, after registering for the examination and choosing the examination center, you need to change your examination center, be aware that you will be required to pay the fee of changing the examination center which will be determined by IASCA. You will have to settle the full fees of sitting for the examination before submitting this request to IASCA.

The deadline for changing your examination center is (30) days prior to the date of the first exam.

**Examination Schedule**

IASCA announces the detailed schedule of IACPA examination at the beginning of the year. IASCA will post the examination schedule on its website, and it will be available in Arabic and English.

**Change your Examination Date**

- **Postpone the Examination**

  If you would like to postpone your examination, you should pay 20% of the total required fees. For example: if you apply to sit for the Group 1 and would like to postpone it, you will be subject to pay just 20% of the total Group 1 fees.

  The deadline for postponing your examination is (30) days prior to the date of the first exam.

- **Cancel the Examination**

  If, after you have registered for the examination, you need to cancel sitting for the examination, be aware that IASCA will refund you only 50% of the total fees if you decide to cancel the examination in the first year. If you need to cancel your examination in the second session after your registration you will be refunded 25% of the total fees.
Prepare for the Examination

The Subjects of International Arab Certified Public Accountant (IACPA)

Part 1: Economic and Finance

- Introduction to Economy and Economic Crisis.
- Demand and Supply Model and Applications.
- Producer Behavior and Market Structures.
- Macroeconomics and Applications.
- Capital Budgeting and Project Assessment.
- Capital Structure and Cost.
- Investment Analysis and Role of Financial Markets.
- Financial Risk Management.
- Corporate Governance.
- Short-Run Finance and Capital Budgeting.
Part 2: Accounting
- The Frame of Financial Statements Preparation and Presentation.
- Presentation of Financial Statements.
- Income Statement Items.
- Statement of Cash Flows.
- Cash and Receivables.
- Inventory.
- Property, Plants and Equipment.
- Intangible Assets.
- Equity.
- Leases.
- Financial Instruments.
- Current Liabilities and Contingencies.
- Consolidated and Separate Financial Statements and Business Combination.
- Construction Contracts.
- Corporate Accounting.
- The Concept of Non-Profit Organizations and Reporting and Accounting them.
- Government Accounting.
- Basics of Costing.
- Costing approaches (absorption and variable costs).
- Costing systems (process, job order, ABC).
- Cost allocation (joint costs and service departments’ costs).
- Cost Control

Part 3: Auditing
- General Objectives of Auditing and Acceptance of Engagement.
- Planning the Audit and Understanding the Nature of Client and His Environment.
- Internal Control.
- Risk Evaluation and Response.
- Design and Implement Audit Program (1): Commitment Test.
- Design and Implement Audit Program (2): Material Tests.
- Assessment of Evidences.
- Issuance of Reports.
- Provision of Review Services.
- Provision of other Assurance and Related Services and Quality Control.
Part 4: Regulations

I. Taxes

• Overview of the national tax system.
• Income tax on employees and non-shareholding companies.
• Tax on shareholding companies.
• The use of computers for tax planning and preparation of tax returns.
• National insurance plans and credits.
• Plans of VAT, capital earnings tax, sales tax, taxes on inheritance.
• Direct local taxes, including taxes on real estate and other property.
• Other taxes such as excise taxes and road taxes.
• Tax planning and implementation of appropriate tax planning procedures.
• Non-domestic (external) activities that cause tax liabilities.
• Ethical considerations in determining the amount of the tax by avoiding non-real taxes.

II. Commercial and Business Law

• General legal concepts of applicable rights and duties, types of laws, national legal system, general principles of contracts law, sale of goods contracts and employment contracts.
• Nature, purpose and scope of the national legislation and guidance and lawsuits law and its key principles.
• Associations’ law such as clubs and individual companies to carry out certain activities, rights and duties of members and businesses of these associations, third parties’ rights, and the rules regulating the financial statements and underwriting prospectus.
• Insolvency laws: filing for insolvency procedures under the relevant (prevailing) laws, creditors’ rights and other interested parties.
• Companies Act and nature of limited liability companies.
• Capital and corporate finance and corporate management.

III. Corporate Governance

• Sample of Questions and Answers

After completing your IACPA curriculum review, you may need to test yourself or take a look at the system of the examination you are sitting for, so IASCA offers on its website the examinations forms of previous sessions in Arabic and English.

For more information, please check
Take Your Examinations

• **Arrive Early**

You should arrive at the examination center at least 30 minutes before the scheduled time for the examination. This gives you time to sign in, have your identification checked, review the policies and instructions of the examination and be seated at your examination place.

Arriving for your examination anytime after 15 minutes of your scheduled appointment will result in your being denied permission to sit for this examination session and you will not receive a refund.

• **Time of the Examination**

The length of every examination for the four papers is three hours only except Accounting exams are three hours and half.

• **Examination Specifications**

The examination consists of multiple-choice questions and essay questions to test the level of the candidate's required knowledge.

**Examination Regulations**

• Papers, books, or purses are not allowed in the examination room.
• Eating or drinking is not allowed in the examination room.
• Talking or communicating with other candidates is not allowed in the examination room.
• Communication devices (e.g., cell phones, pagers, beepers, wireless Internet connections to personal digital assistants) are not allowed in the examination room.
• Recording devices (audio and video) are not allowed in the examination room.
• You must not leave the examination room without the permission of the examination center staff.
• When you finish the examination, leave the examination room quietly and immediately.
• You will be escorted to your seat by the examination center staff, you must remain in your seat during the examination except when you are authorized to get up and leave the examination room.
• Additional papers (draft) are not allowed in the examination room.
• You must keep your identification card with you at all times during your examinations period.
• You must manage your time during the examination; no extra time on the determined examination time will be allowed.
• You must leave jackets, sweaters, and bags out of the examination room.

**Prohibited Items**

Items prohibited from the examination center include, but are not limited to:

- Books
- Study Material
- Outline
- Notebook
- Notes in any written form
- Organizer / Day Planner
- Newspaper or Magazine
- Dictionary
- Paper (other than that provided by examination center)
- Briefcase
- Handbag/Backpack/Hip Pack
- Container of any kind
- Plastic Bag
- Purse/Wallet
- Cigarette/Tobacco Product
- Food or Beverage
- Jewelry – Pendant Necklace or Large Earrings
- Non-Prescription Sunglasses
- Eyeglass Case
- Portable Computer/ Laptops
- Camera, Photographic or Scanning Device
- Cellular Phone
- Earphone
- Headset or Audio Earmuffs
- Pager / Beeper
- Personal Digital Assistant or Other Electronic Device
- Radio/Transmitter/Receiver
- Tape/Disk Recorder or Player
Examination Scores

All papers of IACPA examination are scored on a scale of 0-100. A score of 50 represents the minimum passing score.

Examination Results

Candidates should expect to receive their examinations results approximately after a month of the last examination date. IASCA will mail or email your examinations results to you. The results will also be available on IASCA website: use your seat number (ID Number) to access your results page online.
Examination Results Review and Grade Appeal Form

After receiving your examination results, if you need to review your examinations paper you should submit the grade appeal form to IASCA within 14 days from the day of receiving the results. Be aware that you will be required to pay the appealing fees of fifty (50) USD per paper review.

IASCA will get back to you with the results of your appeal within 14 days from the date of submitting the appeal form.

Retake your Examination

- If a candidate applies to sit for a group of examinations and fails one of the group papers, he/she may retake it with the other group, this could be applied after paying the fees of retaking examination.

Below are fees of retaking examination/ per paper sorted out by country:

- Gulf region: USD 225
- Jordan, Lebanon, Tunisia, Morocco, Algeria and Libya: USD 150
- Iraq, Sudan, Egypt, Syria, Palestine and Yemen: USD 100

- However, candidates must successfully complete all four papers of the examination within three years of entering the program. If all exam papers are not successfully completed within this time frame, any passed paper will be expired. In this case, the candidates should sit again for all papers, and repaid a new examination fees as follows:

- Gulf region: USD 900
- Jordan, Lebanon, Tunisia, Morocco, Algeria and Libya: USD 500
- Iraq, Sudan, Egypt, Syria, Palestine and Yemen: USD 350

Important Note:

You have three sessions only to pass the IACPA certification, otherwise you must repeat all the paper examinations of IACPA. In this case, you will be subject to pay 50% of the total fees to sit again for the IACPA Examinations.

Receive your IACPA Certificate

IASCA mails your IACPA Certificate to you within one month from the announcement date of the results. Be aware that IASCA retains the IACPA Certificates for six months only.

If your certificate was damaged or lost, please take into your consideration that while the International Arab Society of Certified Accountants (IASCA) does not issue duplicates of the IACPA certificate, you may submit a request to IASCA by filling out the Certifying Statement Application Form to get a letter which certifies that you are a holder of the IACPA Certificate.
For More Information

Please do not hesitate to contact:

IACPA Examinations Officer
The International Arab Society of Certified Accountants (IASCA)

P.O. Box: 922104, Amman 11192
Tele: (+962-6) 5100 900
Fax: (+962-6) 5100 901

E-mail: iasca.exams@iascasociety.org
Website: www.iascasociety.org
www.facebook.com/ascasociety

- GOOD LUCK -