

THE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS OF UGANDA

EXAMINERS FOR ICPAU COURSES

The Institute of Certified Public Accountants of Uganda (ICPAU) was under the Accountants Act, Cap. 294. The Act gives the Institute the mandate to conduct professional accountancy examinations. Currently, there are three examinations schemes:

- (a) Certified Public Accountants of Uganda (CPA(U))
- (b) Accounting Technicians Diploma (ATD - up to 2025)
- (c) Certified Tax Advisor (CTA)

The Institute regularly enhance the numbers in its pool of examiners for the various course subjects. The examiners provide their service on a part-time basis, as and when required.

Interested individuals can express interest in the following subjects;-

	Subject area	Desired Qualifications
1.	Economics and/ or Entrepreneurship	<ul style="list-style-type: none">• A degree in Economics, Entrepreneurship or Business Studies from a recognized university.• A higher degree/ qualification in Economics or Entrepreneurship is an added advantage• At least 3 years experience in training or practice in the area of specialization
2.	Quantitative Techniques	<ul style="list-style-type: none">• A degree in Mathematics or Statistics or Quantitative Economics from a recognized university.• A higher degree in Mathematics or Statistics or a Professional Accounting qualification is an added advantage• At least 3 years experience in training or practice in the area of specialization
3.	Law	<ul style="list-style-type: none">• A degree in Law plus a diploma in Legal Practice from a recognized university / institution.• A higher degree in Law, Business Administration or ICOSA/CPS qualification is an added advantage• At least 3 years experience in training or practice in the area of specialization.
4.	ICT	<ul style="list-style-type: none">• A degree in Computer Science or Information Systems from a recognized university.• A higher qualification in ICT or Business or Administration or Professional Accounting qualification is an added advantage.• At least 3 years experience in training or practice in the area of specialization

	Subject area	Desired Qualifications
5.	Management	<ul style="list-style-type: none"> • A degree in any discipline from a recognized university. • A postgraduate qualification in management is an added advantage. • At least 3 years experience in training or practice in the area of specialization
6.	Business Policy, Strategy, Governance, Leadership	<ul style="list-style-type: none"> • A postgraduate qualification in management or strategy is a must. • A Professional Accounting qualification is an added advantage. • At least 5 years' experience in training or practice in the area of specialization.
7.	Financial Accounting & Reporting	<ul style="list-style-type: none"> • A professional qualification in accountancy is a must. • A postgraduate qualification from a recognized university is an added advantage. • Being a member of ICPAU is an added advantage • At least 3 years experience in training or practice in the area of specialization. • Holders of Certified Tax Advisor (CTA) course or Postgraduate qualification in Tax have an added advantage for Taxation papers.
8.	Auditing & Ethics	
9.	Taxation	
10.	Finance	
11.	Cost/ Management Accounting	
12.	Integration of Knowledge	

Details of subjects/Syllabi for the various courses can be viewed on the ICPAU website www.icpau.co.ug

The applicant must submit an Application Form (**see Appendix 1**) and a Capability Statement evidencing ability to undertake assignment of setting and marking examinations with reference to related assignments accomplished.

CONFLICT OF INTEREST

The following are **not** eligible for examiners work:

- (a) A proprietor of a training institution offering professional accountancy courses.
- (b) Anyone coaching, training or teaching a particular subject of professional accountancy course cannot handle any work for that subject.

Completed Applications should be submitted to the address below:

The Secretary / CEO,
 Institute of Certified Public Accountants of Uganda,
 Plot 42 Bukoto Street, Kololo,
 P.O. Box 12464, Kampala, Uganda.
 Tel. +256-414-540125
 Tel. +256-393-262333
 Email: icpau@icpau.co.ug

Appendix 1



THE PUBLIC ACCOUNTANTS EXAMINATIONS BOARD
Of
THE INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS OF UGANDA
42 Bukoto Street, Kololo, P.O. Box 12464, Kampala
TEL: 041-4540125/6, 039-3262333, Email: paeb@icpau.co.ug

APPLICATION FORM FOR EXAMINER

*Affix your passport
size photograph*

1.0 BIODATA:

1.1	SURNAME:
1.2	OTHER NAMES:
1.3	GENDER
1.4	NATIONALITY:
1.5	DATE OF BIRTH:
1.6	Postal Address
	Tel:
	Alternate Tel:
	E-Mail:

2.0 PROFESSIONAL AND ACADEMIC BACKGROUND (*Attach supporting documents*)

Year	Institution	Qualification / Award

3.0 EMPLOYMENT RECORD (*Start with the current & attach curriculum vitae*)

Year		Position	Organisation
From	To		

6.0 DECLARATION BY APPLICANT

I hereby declare that the information given in this application form and in all the documents attached in support hereof is true and correct.

SIGNATURE:

Date:

Note: *Attach one page capability statement, evidencing ability to undertake the assignment with reference to similar assignments accomplished.*



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TRAINING / COACHING DISCLOSURE FORM

The Public Accountants Examinations Board (PAEB) requires examiners, moderators and markers to disclose the subjects they teach or coach on any professional accountancy programme.

Please complete the section that applies to you.

SECTION A: INVOLVEMENT IN TEACHING / COACHING

Training Institution:
 Coaching venue:
 Position e.g. lecturer, shareholder, director, private tuition provider etc.

	Subject(s)	Course
1		
2		
3		
4		
5		

I declare that the information above is correct.

Signature Date.....

SECTION B: NON-INVOLVEMENT IN TEACHING / COACHING

I declare that I am not involved in the teaching or coaching of any professional accountancy course.

Signature Date.....