

WEB



Pakistan Institute of Public Finance Accountants

EXAMINATION FORM

LEVEL 2, 3, & 4 EXAMINATIONS

**AGP, PMAD, PUNJAB GOVT.
PRAD & SELF FINANCE**

Session: Summer Winter 2 0

Check mark/Fill the session applied for

Sector: Registration No. -

As per Registration Card issued by PIPFA

Paste one
Photograph here
Blue Background
(attested on front side)

Name: _____

As per Matriculation Certificate (USE BLOCK LETTERS)

Father's Name: _____

As per Matriculation Certificate (USE BLOCK LETTERS)

Date of Birth: _____ Academic Qualification: _____

As per Matriculation Certificate (USE BLOCK LETTERS)

Designation: _____ Office Name: _____ Office City: _____

Mailing Address: _____

(USE BLOCK LETTERS)

(Do not write College/Coaching Center Address)

Phone: _____ Cell: _____ E-mail: _____

Qualification on which Exemption has been obtained/claimed (if any): _____

Papers Passed/Exempted: _____

Write all the papers you have passed or exempted (use abbreviations)

Batch or Joining Session: _____

Check mark the City in which you have taken Coaching Classes of each level

1. Level 2: Karachi Lahore Islamabad Peshawar Quetta Multan Faisalabad
2. Level 3: Karachi Lahore Islamabad Peshawar Quetta Multan Faisalabad
3. Level 4: Karachi Lahore Islamabad Peshawar Quetta Multan Faisalabad

Nominated by:

AGP CGA CDA PG PMAD PRAD SELF

Branch:

GAA	<input type="checkbox"/>	PT & T	<input type="checkbox"/>	Customs & Petroleum	<input type="checkbox"/>
Comm. Audit	<input type="checkbox"/>	Defence Audit	<input type="checkbox"/>	CGA	<input type="checkbox"/>
Railway Audit	<input type="checkbox"/>	Inland Revenue	<input type="checkbox"/>	Postal Accounts	<input type="checkbox"/>
Local Fund Audit	<input type="checkbox"/>	PMAD	<input type="checkbox"/>	PRAD	<input type="checkbox"/>
Treasury	<input type="checkbox"/>	CDA	<input type="checkbox"/>		

If other mention _____

(Form without Examinee's Signature will be rejected)

To avoid complications, the Examinees are advised to read requirements and important instructions on page 3, carefully.

Choose an Examination Center:

(Examination Centre once selected can only be changed on request 15 days before the commencement of examination)

<input type="checkbox"/> Karachi	<input type="checkbox"/> Lahore	<input type="checkbox"/> Islamabad	<input type="checkbox"/> Peshawar	<input type="checkbox"/> Quetta	<input type="checkbox"/> Multan (for PMAD examinees only)	<input type="checkbox"/> Faisalabad (for AGP/PG examinees only)
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**Check Mark the papers in which intend to appear according to your branch:
Maximum of 4 Papers are allowed in one attempt.**

Sr. #	Stage	Tick	Papers
1.	Level 2 (Common to all)	<input type="checkbox"/>	Business Economics
2.		<input type="checkbox"/>	New Accounting Model (NAM)
3.		<input type="checkbox"/>	Cost Accounting
4.	Level 3 (Common to all)	<input type="checkbox"/>	Business Communication & Report Writing
5.		<input type="checkbox"/>	Financial Audit Manual (FAM)
6.		<input type="checkbox"/>	Management Accounting (AGP, CGA, PG, PRAD & others)
7.		<input type="checkbox"/>	Internal Audit Framework (For PMAD)
8.	Level 4	<input type="checkbox"/>	Public Works Accounts Rules & Procedures (Theory & Application) (GAA Br. CGA)
9.		<input type="checkbox"/>	Service & Fn. Rules (GAA, Postal, PT&T, Inland R. Railway, Coml. Cust & Perl. CGA & PRAD)
10.		<input type="checkbox"/>	Postal Accounts Technical (Application) (Postal Accounts Br.)
11.		<input type="checkbox"/>	Postal and Telecom Accts. & Works Rules & Proce. (Theory) (PT & T Audit)
12.		<input type="checkbox"/>	Sales Tax & Federal Excise (Inland Revenues Audit Branch)
13.		<input type="checkbox"/>	Customs & Other Indirect Taxes (Custom & Petroleum Audit Branch)
14.		<input type="checkbox"/>	Financial & Management Accounting (Coml. Audit Branch)
15.		<input type="checkbox"/>	Income Tax Laws (Inland Revenues Audit Branch)
16.		<input type="checkbox"/>	Works (MES) & Stores (Theory & Application) (Defence Audit & Military Accounts)
17.		<input type="checkbox"/>	Pay, Pension & TA Rules (Theory & Application) (Defence Audit & Military Accounts)
18.		<input type="checkbox"/>	Military Accounting Procedure (PMAD)
19.		<input type="checkbox"/>	Railway Accounts (Application) (Railway Audit Br.)
20.		<input type="checkbox"/>	Open Line Work Shop and Stores (Application) (Railway Audit Br.)
21.		<input type="checkbox"/>	Acts of Legislature & Statuary Rules (Theory) [Local Fund Audit Branch]
22.		<input type="checkbox"/>	Civil Service Rules (Theory) [Treasury]
23.		<input type="checkbox"/>	Services & Finl. Rules Practical [Local Fund Audit Branch]
24.		<input type="checkbox"/>	Rules & Reg. for Audit & Insp. of Acct. (Prac) [Local Fund Audit Branch]
25.		<input type="checkbox"/>	Civil Service Rules (Practical) [Treasury]
26.		<input type="checkbox"/>	Financial Rules Treasury [Treasury]
27.		<input type="checkbox"/>	General & Revenue Accounts of Railways (Appl.) (PRAD)
28.	<input type="checkbox"/>	Construction. Stores & Workshop Accounts (Appl) (PRAD)	

It is certified that the above student has taken coaching at _____ Institute, during _____ session and he/she is eligible to appear in the exam.

Seal & Signature of Certifying Authority
(Coaching Center)

It is certified that above student is eligible to appear in the examination.

Seal & Signature of Certifying Authority
(Education Department)

Based on the above verifications, the Exam Form is approved and the Examinee is allowed to appear in the examination.

(Examination Department)

A Demand Draft/Pay Order/Pay Slip favouring PIPFA for Rs. _____ No. _____ Date _____
of _____ Bank Ltd. being examination fee, is enclosed with two photographs.

Name of Bank

The above Fee includes

Description		Amount
Examination Fee	<input type="checkbox"/>	_____
Examination Late Fee	<input type="checkbox"/>	_____
Annual Subscription Fee	<input type="checkbox"/>	_____
Exemption Fee	<input type="checkbox"/>	_____
Coaching Fee	<input type="checkbox"/>	_____
Any other Fee	<input type="checkbox"/>	_____

Important Instructions

1. A student of the Institute shall be deemed to be guilty of misconduct, and will face cancellation/suspension or registration, if he/she:
 - a. fails to comply with the rules and regulations of the Institute;
 - b. fails to supply correct information to the Institute;
 - c. fails to comply with any of the directives issued by the management of the institute;
 - d. involves himself/herself in such activities which cause damage to the image of the Institute;
 - e. use unfair means in an examination;
 - f. is found indulging in under-hand dealing with any official of the Institute:
2. In the even of any misconduct or breach of any regulation by a registered student, the BOG may, if it is satisfied after such investigation as it may deem necessary and after giving an opportunity of being heard, suspend or cancel the registration of the student.
3. Registration of a student shall be cancelled and all fee paid shall be forfeited if educational documents are found fake at any later stage.
4. Registration of a student, who does not pay the annual subscription within six month from the date if fails due, i.e. 1st July of every year is liable to be cancelled.
5. Students must make sure that they paid Annual Subscription fee before submitting Examination forms otherwise their forms will not be processed for Admit Cards.
6. Incomplete Examination forms will summarily rejected.
7. **Papers once ticked by the Examinee, in which he intends to appear, shall not be changed. Special care must be taken while ticking the papers in the form.**
8. Students are advised to provide correct address complete in all respect for in time dispatch of Admit Cards/Result Cards (in case of incomplete/wrong address PIPFA is not responsible for timely communication).
9. Submission Schedule must be strictly followed. No form will be entertained after last date of submission of Exam form.
10. No enquiry on any matter related to exam, will be entertained after six months of this exam.

Declaration

I hereby affirm that the statement made & information furnished in my application for examination is true & correct to the best of my knowledge.

PIPFA Board is authorized to change the policies from time to time for the settlement and smoother running of the Institute which will be accepted by me and cannot be challenged in any Court of Law.

I hereby declare that I have read the PIPFA Career Plan thoroughly and understood the rules and regulations of the Institute. I assure to abide by the rules, regulations & discipline of the institute and comply with the orders of the PIPFA authorities issued from time to time.

I declare that I have read & agree with above instructions and the information provided in this form is true & correct to the best of my knowledge and belief.

It is certified that above student has taken coaching at _____ Institute during _____ Session and he is eligible to appear in the exam.

(Examinee's Signature) & Date

Requirements with this form:**Student should attach following documents with the examination form along with Fee:**

1. An attested photocopy of Matric / Intermediate Certificate.
2. Last Session PIPFA Result Card.
3. Two passport size photographs with blue background. (One attested on back side and one attested from front and pasted on this form).
4. Fee Voucher.

Attestation is must and should be made by a gazetted officer (Grade 17 and above or Chartered Accountant or Cost & Management. or Public Finance Accountant)

This Section must be filled by the person receiving this Form:

Examination Form Received by: _____ Date: _____
Signature & Name

For Office use only		
	Signature	Date
Form received by: (Education Dept.)		
Fee endorsed by: (Accounts Dept.)		
Exemption confirmed by: (Exemption Officer)		
Form Entered by: (Exam Dept.)		
Form Scrutinized & Checked by:		

PIPFA Fee Structure

Description	Fee
Examination Fee Level 2 & 3	Rs. 1,000/- (per paper)
Examination Fee Level 4	Rs. 1,200/- (per paper)
Annual Subscription	Rs. 900/-
Annual Subscription Penalty (If Annual Subscription is due for 6 months or above)	Rs. 900/-
Restoration Fee (Restoration fee will be applicable instead of penalty if Annual Subscription Fee is due 12 months or above)	Rs.1,500/-

Deadlines for Exam Form Submission

Description	Summer Session	Winter Session
Submission of Exam Forms	18 Feb. - 08 Mar.	18 Aug. - 08 Sep.
Sub. of Exam Forms with 100% Late Fee	09-15 of Mar.	09-15 of Sep.
Sub. of Exam Forms with 200% Late Fee	16-22 of Mar.	16-22 of Sep.
Sub. of Exam Forms with 300% Late Fee	23 Sep. - 07 Apr.	23 Sep. - 07 Oct.