



CHARTERED
ACCOUNTANT
ZAMBIA



CA ZAMBIA

*Not just an Accountant but a
Chartered Accountant*



Difference
Makers



International
Federation
of Accountants



PAFA
PANGLOSS ASSOCIATES
OF ACCOUNTANTS



If you are thinking about a career in accountancy and desire to develop a successful, respected, distinctive, and globally recognized career in business and finance, then the Chartered Accountant Zambia will help you achieve your career aspirations.

Make the Right Choice!

Our Mission

To regulate and promote excellence in the accountancy profession, championing the highest standards in education and ethics, shaping a future where professionals contribute significantly to Zambia's economic prosperity and global standing.



Why CA Zambia?

The Chartered Accountant (CA) Zambia brand is an internationally recognised professional accountancy designation. It is a globally respected brand that will open doors to many opportunities. The CA Zambia is a premier professional accountancy qualification suitable for those that seek to be professionally qualified in finance and business. The CA Zambia equips individuals to think outside the box as graduates will serve as business advisors, finance experts, game changers, problem solvers, thought leaders and decision makers in both private and public sectors of the economy. The rich blend of courses guarantees graduates with technical skills to help organisations thrive regionally and globally.

Career Options

CA Zambia is designed to ensure that graduates are highly trained to hold innumerable senior and advisory roles in both private and public sectors of the economy. A CA can be a Finance Manager, Senior Auditor, Tax Manager, Financial Analyst, Finance Director, Audit Senior, Chief Financial Officer, Chief Operating Officer or Chief Executive Officer. Graduates of CA Zambia will definitely join the leading network of business leaders of today and the future. Chartered Accountants are destined to be the most versatile, influential and highly trained professionals working in the business of tomorrow.

Endorsements

Various organisations have endorsed the CA Zambia including State Owned Enterprises, public practice firms such as the Big 4, the Office of Auditor General, Office of Accountant General, Office of Controller Internal Audit, Bank of Zambia, and the mining industry among others.

What makes the CA Zambia Professional Qualification different?

The CA Zambia Professional Qualification (PQ) is a versatile, all inclusive and fit for purpose qualification that trains talented and the best accounting and business professionals.

The CA Zambia qualification is globally respected and equips members with professional expertise needed to succeed in the World of business.



The CA Zambia Difference!

Recruitment of the best talent

Attracts the best and outstanding talents who desire a prestigious qualification.

Access to accredited learning institutions

ZICA has partnerships with accredited colleges and universities to offer CA Zambia.

Membership with leading accountancy bodies

ZICA is recognised by leading Chartered Accountancy bodies such as Chartered Accountants Worldwide (CAW). ZICA is also a member of International Federation of Accountants (IFAC) and Pan African Federation of Accountants (PAFA).

Competence and Skills acquisitions

The CA Zambia qualification develops highly competent business and finance professionals who are skilled to lead and provide advice on how to manage businesses.

Competitive pricing that is second to none

The registration and examination fees and study materials of the CA Zambia qualification are highly competitive.

Helps to uphold the highest ethical standards

The programme teaches values that enable professional accountants to make the right choices and good judgement as they uphold the highest ethical standards.

Professional designation

Individuals who complete the CA Zambia qualification will automatically be admitted to the professional ranks of the Institute. They will immediately use the designation CA (ZM) after their names and will be Associate members of ZICA. After the CA Zambia completion, a member shall have met the three years of practical training which is a requirement for admission into the professional ranks as prescribed by the International Education Standard (IES) of the International Federation of Accountants (IFAC).

Compulsory Practical Training

Under the CA Zambia qualification, candidates will be expected to commence their practical training immediately they enroll for CA Application Advanced Diploma in Accountancy programme.

While candidates will be pursuing the CA Application Advanced Diploma in Accountancy of the CA Zambia qualification, they will also be undergoing mentored or supervised practical training to gain the necessary prescribed competencies.

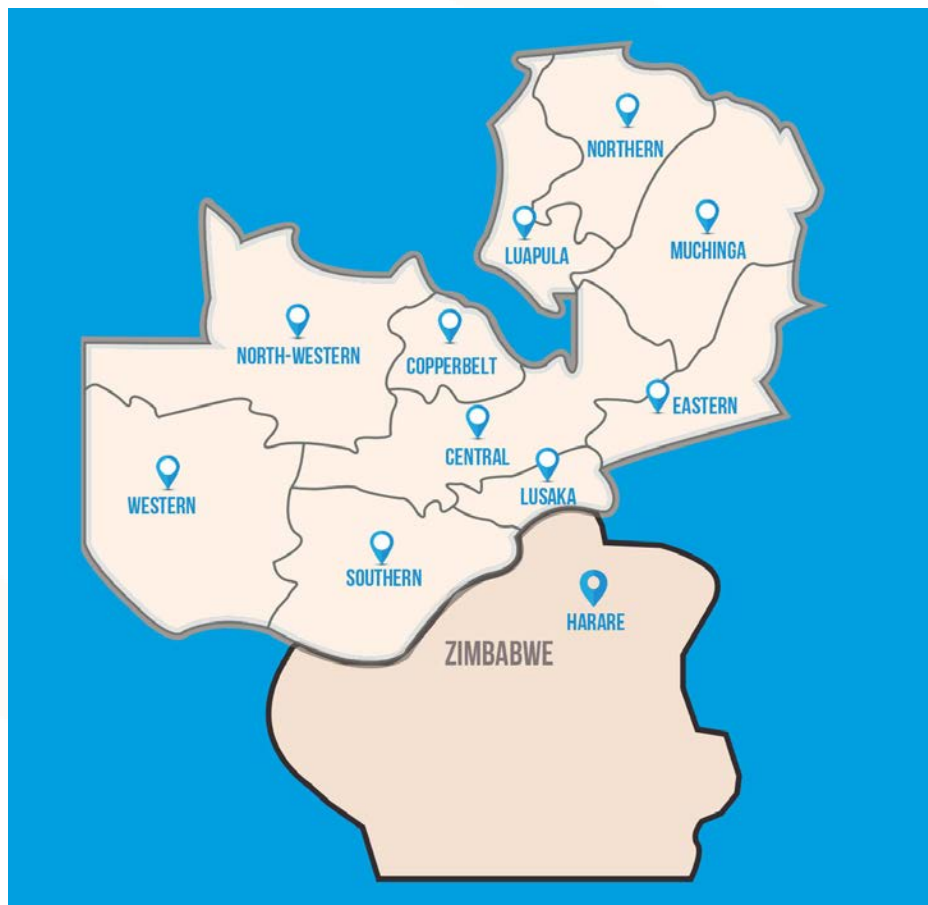
Practical training will be conducted in public practice, and public and private organisations.

Registration and Recognition Quality Assurance

The CA Zambia programme certifications namely CA Zambia Certificate in Accountancy, CA Zambia Application Advanced Diploma in Accountancy and the CA Zambia Advisory Professional in Accountancy are quality assured as they are duly registered and accredited by Zambia Qualifications Authority (ZAQA) as level 4 (Certificate qualification equivalent), level 7 (Bachelor's degree qualification equivalent) and level 9 (Master's degree qualification equivalent) on the Zambia Qualifications Framework respectively.

Accredited Examination Centres

The Accredited Examination Centres, are in all provincial centres as shown below. Students will be required to sit for examinations at any of our ZICA accredited examination centres. For further details on the centres and centre codes, visit the ZICA website on: www.zica.co.zm





Entry Requirements for the CA Zambia Professional Qualification

Level	Entry Requirements
CA CERTIFICATE IN ACCOUNTANCY	Direct entry route for School leavers should possess a Grade 12 School Certificate or its equivalent with five (5) O' level credits or better including Mathematics and English.
CA APPLICATION ADVANCED DIPLOMA IN ACCOUNTANCY	Non-school leavers who hold the Diploma in Accountancy or other recognised relevant qualifications and possess five (5) O' level credits or better including Mathematics and English.
CA ADVISORY PROFESSIONAL IN ACCOUNTANCY	Non-school leavers who hold a recognised Degree in Accountancy or other recognised professional accounting qualifications and possess five (5) O' level credits or better including Mathematics and English.

New Course Codes and structure

While the CA Zambia qualification three-tiered structure comprising of the CA Certificate in Accountancy, CA Application Advanced Diploma in Accountancy, and CA Advisory Professional in Accountancy remains intact, the revised qualification introduces some key elements. These include notably; the removal of the separate routes at the CA Advisory level and streamlining the qualification pathway with the addition of Cost Accounting, Business Environment and Principles of Taxation at CA Certificate level and also the introduction of Applied Taxation at CA Application level. The CA Advisory level also introduces Advanced Business Strategy.

CA Certificate In Accountancy

The programme opens doors to your career to work in positions such as a Cashier, Bookkeeper, Accounts Clerk and Accounts Assistant . It has 6 modules.

The CA Certificate in Accountancy enables graduates wishing to undertake further studies in accountancy to study the ZICA

Diploma in Accountancy level or as an entry qualification for the CA Application Advanced Diploma in Accountancy or other relevant accountancy qualifications offered by recognised Institutions of learning.

CA Application Advanced Diploma in Accountancy

CA Application Advanced Diploma in Accountancy programme aims at developing Accountants with extensive knowledge and skills in business and core accountancy functions needed to perform the role of an accountant or auditor in both the private and public sectors of the economy. This level has 6 modules.

CA Advisory Professional in Accountancy

The CA Advisory Professional in Accountancy covers four (4) modules prepares graduates for advisory accountancy work which requires making professional judgements and evaluations. The CA Advisory Professional in Accountancy programme develops Accountants and Business leaders capable of providing appropriate advice to both private and public sector organizations in Zambia and globally.

CA Zambia Practical Training Programme

The three (3) year compulsory practical training Programme is a requirement of IFAC for admission as a Professional Accountant. The practical training framework is in compliance with prescribed requirements for training of professional accountants.

On the commencement of the CA Zambia Application Advanced Diploma in Accountancy stage, candidates simultaneously are expected to commence their practical training programme. The mentored practical training will be offered at approved training partners which may be offered in industry, public practice or public sector. Upon the successful completion of the practical training programme, candidates are awarded the CA Zambia Program designation and admitted to the membership of the Institute as Associate Members.

One needs to be atleast a Technician Member of the Institute to commence the Training.

One will only be discharged from practical training upon successful completion of the programme and having completed the CA Advisory Professional in Accountancy.

CA Zambia Qualification Outline

CA CERTIFICATE IN ACCOUNTANCY

- CA 1.1 Financial Accounting
- CA 1.2 Cost Accounting
- CA 1.3 Business Environment
- CA 1.4 Commercial and Corporate Law
- CA 1.5 Business Management and Information Systems
- CA 1.6 Principles of Taxation

CA APPLICATION ADVANCED DIPLOMA IN ACCOUNTANCY

- CA 2.1 Financial Reporting
- CA 2.2 Management Accounting
- CA 2.3 Audit and Assurance
- CA 2.4 Business Strategy
- CA 2.5 Financial Management
- CA 2.6 Applied Taxation

CA ADVISORY PROFESSIONAL IN ACCOUNTANCY

- CA 3.1 Advanced Financial Reporting
- CA 3.2 Advanced Audit and Assurance
- CA 3.3 Advanced Financial Management
- CA 3.4 Advanced Business Strategy

PRACTICAL TRAINING

Three (3) year compulsory practical training period covering technical and non-technical skills under the supervision of a qualified professional accountant.

Conversions of old courses

Paper in Current CA Zambia Curriculum	Paper in Revised CA Zambia Curriculum in which conversion pass should be awarded
CA1.1 – Financial Accounting	CA1.1 – Financial Accounting
CA1.2 – Business Statistics	Not converted, topics taken to relevant pa-per
CA1.3 – Business Economics	A combination of CA1.3 Business Economics and CA1.5 Management Theory & Practice gives CA1.3 Business Environment conversion
CA1.4 – Commercial & Corporate Law	CA1.4 - Commercial & Corporate Law
CA1.5 – Management Theory and Practice	A combination of CA1.3 Business Economics and CA1.5 Management Theory and Practice gives CA1.3 Business Environment conversion
CA1.6 – Business Communication	CA1.5 – Business Management and Information
CA2.1 – Financial Reporting	CA2.1 - Financial Reporting
CA2.2 – Management Accounting	CA2.2 – Management Accounting
CA2.3 – Auditing Principles and Practice	CA2.3 – Audit and Assurance
CA2.4 – Taxation	CA1.6 - Principles of Taxation
CA2.5 – Financial Management	CA2.5 – Financial Management
CA2.6 – Strategic Business Analysis	CA2.4 - Business Strategy
CA3.1 – Advanced Financial Accounting	CA3.1 - Advanced Financial Accounting
CA3.2 – Advanced Audit and Assurance	CA3.2 - Advanced Audit and Assurance
CA3.4 – Advanced Taxation	CA2.6 – Applied Taxation
CA3.5 – Advanced Management Accounting	Not converted, topics taken to relevant pa-per
CA3.6 – Advanced Financial Management	CA3.3 - Advanced Financial Management
CA3.7 – Public Sector Audits and Assurance	Not converted, topics taken to relevant pa-per
CA3.8 – Public Sector Financial Management	Not converted, topics taken to relevant pa-per

Duration

The CA Zambia programme can be completed within five (5) years covering all modules as outlined in the course structure. Upon completion of the taught components, candidates are expected to complete the mandatory three (3) years practical training to be conferred with the CA (ZM) Charter designation.

Exemptions

Exemptions at both CA Certificate in Accountancy and CA Application Advanced Diploma levels are available for recognised qualifications that meet at least 80% content of a particular subject.

Students seeking exemptions must apply by completing the relevant sections in the student online application form. All applications must be accompanied by validated Zambia Qualifications Authority documents.

In addition, detailed syllabi for the subjects that form the basis for the application must be submitted together with transcript of results for the qualifications not yet assessed for exemptions. Official translations should be provided where any of the documents referred to above is not in English.

There are no exemptions at the CA Advisory Professional in Accountancy. However exemptions are available for practical training period to a maximum period of 2 years if a student has over five (5) years of Manager level experience in a relevant accounting role. If a candidate has over three (3) years Manager level experience, a one (1) year exemption is given and one has over five (5) years Manager level experience, a two (2) exemption is given.

ZICA Learning support

ZICA has affordable learning resources and study guides which are available to all CA Zambia students regardless of the chosen mode of study. The study packs include e-versions of the study manuals and revision kits, past examination questions and answers and examiners' reports.



***“Start
where
you are,
advance
where you
belong.”***



Flexible Study Modes

The study modes available to CA Zambia students are flexible.

These include the following:

Full Time Study:

Students on full-time are required to enrol at a CA Zambia accredited tuition provider and attend tuition classes.

Part Time Study:

Students on part-time are required to enrol at a CA Zambia accredited tuition provider and attend tuition classes.

Important Dates and Deadlines:

Activity	March Exams	June Exams	September Exams	December Exams
Registration/ Re-Registration Fees	Last Week of January	Last Friday of March	Last Friday of July	Last Friday of August
Annual Subscription	1 st January	1 st January	1 st January	1 st January
Examination/ Exemption Fees	First Friday of February	First Friday of May	First Friday of August	First Friday of November

Student Fees:

The entry, subscription and Examination fees are revised annually and can be obtained from the ZICA website on: www.zica.co.zm/student-fees/

Examinations

There are Four (4) Examination sessions for the CA Zambia qualification annually: March , June, September and December.

How to register

Learners wanting to register for the CA Zambia qualification should apply online on the ZICA portal, <https://portal.zica.co.zm>. All prospective students to complete the online registration and upload all relevant documents as stipulated, with the proof of the relevant payments. All qualifications including school certificates must be verified by Zambia Qualifications Authority (ZAQA).



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