



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA
ASSOCIATION OF ACCOUNTING TECHNICIANS WEST AFRICA (AATWA)



51ST AATWA INDUCTION CEREMONY

DECEMBER 17 – 18, 2019

AATWA ANNUAL GENERAL MEETING (AGM)

DECEMBER 19, 2019

24TH AATWA ANNUAL CONFERENCE

DECEMBER 19, 2019

51ST AATWA INDUCTION CEREMONY

This is to inform all ATSWA graduates who passed the Final Examination before or at the September 2019 Diet of ATSWA Examination that the Induction ceremony has been scheduled as follows:

DAY 1

Orientation (COMPULSORY)

Date: Tuesday, December 17, 2019

Time: 8.00am prompt

For Whom: All AATWA Inductees Only

DAY 2

Award of AATWA Certificates

Date: Wednesday, December 18, 2019

Time: 9.00am prompt

For Whom: All AATWA Inductees & Invited Guests.

INDUCTION FEE: N24,500 only

NOTE: ALL INDUCTEES SHOULD APPLY ONLINE

PROCEDURE FOR ON-LINE REGISTRATION

1. METHODS OF PAYMENT:

Pay Direct: Pay directly into ICAN e-Collection Account at any commercial bank. Obtain your payment receipt and thereafter generate PIN and Serial No (SNo) at ICAN website: <http://www.icanonline-ngr.com/paydirect>

**ANNUAL GENERAL MEETING
24TH AATWA ANNUAL
CONFERENCE**

This is to inform all members of the Association of Accounting Technicians, West Africa (AATWA) that the Annual General Meeting and Annual Conference has been scheduled as follows:

DAY 3

Annual General Meeting (AGM)

Date: Thursday, December 19, 2019

Time: 10:00am

For Whom: All AATWA members

24TH ANNUAL AATWA CONFERENCE

Date: Thursday, December 19, 2019

Time: 11:30am

For Whom: All AATWA members

Category A: Inductees (December 2019) – N24,500 (This includes Induction fee, AAT Reg. fee, Subscription, Development Levy and Conference fee).

*Inductees in this category do not need to pay any additional Conference fee.

CONFERENCE FEE: N10,000 only

2. ON-LINE REGISTRATION:

a) Requirements:

Scanned soft copy (JPEG format, 20kb maximum file size) of your passport-sized photograph (white background) for the online registration.

b) Procedures:

- After generating PIN and SNo, complete the online form at ICAN website: www.icanportal.org/ats and click on submit.
- Applicants are expected to submit printed hard copy of the **Induction Application Form**, certified by referee and attach the PIN Voucher, Bank Payment Teller and other relevant documents as outlined below at the Institutes' Secretariat, Plot 16, Idowu Taylor Street, Victoria Island, Lagos on or before **Friday, November 29, 2019**.
- Applicants are advised to re-confirm their registration online three days after the date of registration, using the details on the PIN Voucher obtained at the bank.

3. ATTACH THE FOLLOWING DOCUMENTS:

- i) Certified photocopies of ATSWA I, II & III Examination Result Slips
- ii) Exemption letter (if applicable)
- iii) Academic Credentials
- iv) Bank Payment Teller details
- v) Evidence of subscription payment

Category B: All AATWA Members who are not December 2019 inductees – ₦10,000

Category C: AATWA members who got inducted in June 2019 are automatically qualified to attend the 25th Annual Conference without paying any additional fee.

NOTE:

Participants should please note that Conference registration fee covers all conference materials which include; T-Shirts, Bags, programme and lunch.

METHODS OF PAYMENT:

Pay Direct: Pay directly into ICAN e Collection Account at any branch of UBA, Union, Wema, Fidelity, Access, Zenith Bank or First Bank of Nigeria Plc. Obtain your payment receipt.

Applicants are expected to send scanned copy of the completed Conference Registration form to aat@ican.org.ng and present printed hard copy of the same form at the venue of the Conference on **Thursday, December 19, 2019**.

For further enquiries please contact the following:

- **Sunkanmi:**
0802 861 1102, ooloketuyi@ican.org.ng
- **Chidi:**
0803 333 6599, cjogbuyi@ican.org.ng
- **Adams:**
0806 790 8190, iadams@ican.org.ng

Venue:

ICAN Centre,
Plot 12, Kofo Kasumu Street,
Lakeview Estate, Phase 1,
2nd Rainbow Bus Stop,
Amuwo Odofin,
Lagos.

John I. Evbodaghe, MBA, FCA Registrar/Chief Executive

Plot 16, Idowu Taylor Street,
Victoria Island, P. O. Box 1580, Marina,
Lagos, Nigeria.

Tel: +234 816 920 8597

e-Mail: info.ican@ican.org.ng

www.icanig.org

CORPORATE SPONSORSHIP/PARTICIPATION

24TH AATWA ANNUAL CONFERENCE

The 24th Annual Conference of Association of Accounting Technicians West Africa (AATWA) has been scheduled to hold on **Thursday, December 19, 2019** at **ICAN Centre, Plot 12, Kofo Kasumu Street, Amuwo Odofin, Lagos by 11.00am.**

We hereby invite corporate bodies, Small and Medium Enterprises (SMEs) as well as Micro, Small and Medium Practices (MSMPs), to participate in the Conference through facilitation, advert placement and networking with members.

Sponsorship/Participation at the event is opened with benefits in the following categories;

Category A: ₦300,000

Benefits:

- Full page advert placement on the conference brochure,
- Allocation of table stand to exhibit products/services,
- 10mins address to delegates on organization services,
- Interactive session with delegates,
- 6 months advert placement on employment bureau portal,
- Job vacancy placement on employment bureau portal, and
- Placement of corporate logo on Conference flex-banner.

Category B: ₦200,000

Benefits:

- ½ page advert placement on the conference brochure,
- Interactive session with delegates
- 3 months advert placement on employment bureau portal,
- Job vacancy placement on employment bureau portal, and
- Placement of corporate logo on Conference flex-banner.

Category C: ₦50,000

Benefits:

- ¼ page advert placement on the conference brochure,
- Interactive session with delegates,
- 1 month advert placement on employment bureau portal, and
- Job vacancy placement on employment bureau portal.

AATWA members can also request for letter of sponsorship to employers.

For further enquiries please contact the following;

- **Sunkanmi:** 0802 861 1102, ooloketuyi@ican.org.ng
- **Chidi:** 0803 333 6599, cjogbuyi@ican.org.ng
- **Adams:** 0806 790 8190, iadams@ican.org.ng

**THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA
ASSOCIATION OF ACCOUNTING TECHNICIANS WEST AFRICA
(AATWA)**



**24TH ANNUAL CONFERENCE
REGISTRATION FORM**



Affix your passport here

Dear Members,

The 24th AATWA Annual Conference has been scheduled to hold on **Thursday, December 19, 2019** at **ICAN Centre, Plot 12, Kofo Kasumu Street, Lake View Estate, Phase 1, Amuwo Odofin, Lagos**. Kindly download and complete this form after payment of the requisite Conference fee of ₦10,000 only payable through paydirect at any commercial bank. All completed registration forms are to be submitted at the venue.

Name (Surname first):.....

Membership Number:

AAT/0.....

Employer:.....|.....|.....

Postal

Address:.....|.....

E-mail

Address:.....

Tel:.....

.....
SIGNATURE & DATE

NB

1. The fee covers the provision of Conference brochure, bag, T-Shirt and lunch.
2. Evidence of payment and recent passport photograph must be attached to the registration form before submission.
3. All participants must present completed Conference registration form as gate pass at the venue.
4. June or December 2019 inductees are not required to pay additional Conference registration fee but they must complete and submit this registration form at the venue accordingly.