



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF NIGERIA
(Established by Act of Parliament No. 15 of 1965)

66TH INDUCTION CEREMONY FOR NEW MEMBERS

This is to inform all qualified candidates who have not been admitted into the membership of the Institute that the next Induction Ceremony will hold as follows:

ORIENTATION

DATE: Monday, December 21, 2020 (strictly for Inductees)

TIME: 8.00am Prompt

ADMISSION INTO MEMBERSHIP AND AWARD OF CERTIFICATE

DATE: Tuesday, December 22, 2020 (For Inductees and guests)

TIME: 8.00am Prompt

VENUE

*ICAN Centre, Plot 12, Kofo Kasumu Street, Lakeview Estate, Phase 1
Amuwo Odofin, Lagos*

NOTE: REGISTRATION IS STRICTLY ON-LINE

INDUCTION FEE IS N110,000

**AN INDUCTEE SHOULD ENSURE HE/SHE DOES NOT HAVE ANY
OUTSTANDING SUBSCRIPTION EITHER AS A STUDENT OR GRADUATE MEMBER.**

INDUCTION BENEFITS:

- PhD Grant of N.5m for members

- Life Insurance Benefit
- Benevolent Fund
- Authority to sign Financial Statement of Commercial and Non-commercial organizations in Nigeria
- Members' Benefit Card (Entitles members to discounts in designated hotels, Airlines, stores etc.)

1. **MODE OF PAYMENT:**

- a. **PAY DIRECT:** pay directly into ICAN e-Collection Account via cheque, draft, and transfer at any bank in Nigeria. Obtain your payment Receipt and thereafter proceed with your registration at ICAN website: <http://www.icanportal.org/professional/Inductions>
- b. **Payment via quickteller:** <http://www.icanportal.org/professional/paymasters/QuicktellerIndex>
- c. **Payment via web pay:** <http://www.icanportal.org/professional/paymasters>

2. **ON-LINE REGISTRATION:**

- a) **Requirement:**
Scanned copy of your clear passport-sized photograph on white background, using JPEG format, 20kb maximum file size.
- b) **Procedures:**
 - i) Complete the Online form at ICAN website: <http://www.icanportal.org/professional/Inductions> and click on "submit".
 - ii) Print the hard copy of the Induction Application Form and attach evidence of payment (Bank Payment Teller or Receipt) and submit to the Membership Affairs Directorate, ICAN Secretariat, Plot 16, Idowu Taylor Street, Victoria Island, Lagos on or before Friday, November 20, 2020.
ICAN Final Examination Number should be **BOLDLY WRITTEN ON THE HARD COPY OF THE FORM.**

Closing date for registration is **Friday, NOVEMBER 20, 2020**

3. **NOTE:**

a) **ATTESTATION**

Letter(s) of Attestation is/(are) expected to be submitted by candidates applying for induction showing completion of the total number of months required in the following categories:

- | | | | |
|------|-------------------------------|---|----------------|
| i. | Graduate of Accounting | - | 36 months; |
| ii. | Graduate of Other Disciplines | - | 48 months; and |
| iii. | AAT | - | 48 months |

The letter, printed on the official letterhead of the issuing Organisation, must indicate clearly the date, month, and year of commencement and expiration of the practical experience, and be signed by relevant officials, as follows:

- i. For candidates in Accounting Practice Firms, by Principal Partner **OR** the Principal who supervises the candidate's work.
- ii. For candidates in Private or Public Sectors, by an ICAN member in the Organisation who supervises the candidate's work, **OR** the Organisation's External Auditor who has an ICAN Practice License.
- iii. Where Attestation Letter is signed by the Organisation's Administration or other Officers, the letter must be countersigned by the Organisation's External Auditor who has an ICAN Practice License.

b) SCOPE OF DUTIES

In each of the above, the letter of attestation must give detailed Scope of Duties reflecting relevant job functions.

4. Attach one recent passport-sized photograph on white background (write your name and Student Reg. no at the back).
5. The completed form with evidence of payment **MUST** be submitted to: Membership Affairs Directorate, ICAN Secretariat, Plot 16, Idowu Taylor Street, Victoria Island, Lagos on or before **November 20, 2020**. **KINDLY KNOW THAT YOU WILL NOT BE INDUCTED IF YOU DO NOT SUBMIT YOUR COMPLETED APPLICATION FORM FOR VETTING ON OR BEFORE THE STATED CLOSING DATE. THE INSTITUTE WILL NOT BE RESPONSIBLE FOR ANY DELAY IN POSTAL DELIVERY.**
6. **Inductees are entitled to two guests.**
7. **Dress Code for the 2 days MUST be completely FORMAL.**

MEN: LOUNGE SUIT WITH TIE

WOMEN: TROUSER/SKIRT SUIT OR GOWN
(visit www.icanig.org for pictorial samples)

GUESTS: DO NOT HAVE ANY DRESS CODE
(INDUCTEES WHO DO NOT COMPLY WITH THE STATED DRESS CODE WILL NOT BE ALLOWED ENTRY INTO THE INDUCTION VENUE).

For further information and enquiries, please visit www.icanig.org or contact:

➤	Victoria	07018029402	vfdipeolu@ican.org.ng
➤	Ropo	08035374029	ragbolade@ican.org.ng
➤	Funmi	08028479219	ooogunniyi-david@ican.org.ng
➤	Imonikhe	08067908190	iadams@ican.org.ng
➤	Gbolahan	08033036463	gaakinlawon@ican.org.ng

Membership Affairs DL- (01) 4542097, Email: professionalinduction@ican.org.ng

PROF. AHMED M. KUMSHE, FCA
Registrar/Chief Executive
Plot 16, Idowu Taylor Street
Victoria Island, Lagos
P.O. Box 1580, Marina, Lagos
Website: www.icanig.org