



kasneb

EXAMINATION BOOKING/ANNUAL REGISTRATION RENEWAL FORM

Before filling in this form, please read carefully the notes at the back of this form and the guide to examinations.

1. Personal details

(a) Registration number

Registration number input field

Examination

Examination input field

Section(s)/Level

Section(s)/Level input field

(See note 2)

(b) Name

Name input field

(c) Identity card/Passport No. \_\_\_\_\_

(d) Contacts: Email \_\_\_\_\_ Cellphone \_\_\_\_\_

C/o \_\_\_\_\_ P.O. Box \_\_\_\_\_ Code \_\_\_\_\_

Town/City \_\_\_\_\_ Country \_\_\_\_\_ Home County \_\_\_\_\_

2. Examination details

Examination sitting (see note 3)

Examination sitting input fields for Month and Year

Month Year

Preferred examination centre input field

Preferred examination centre (see note 4)

3. Payment details (see notes 5 and 6)

Table with columns for fee types and amounts in Sh. (Kenyan Shillings)

For official use only box

I enclose cheque/money order/kasneb fee deposit slip No. \_\_\_\_\_ for Sh. \_\_\_\_\_

NB: This form shall be retained by the bank if payment is made through the bank. The bank will forward the form to kasneb.

4. Are you attending tuition in a training institution? Yes [ ] No [ ] If yes, please indicate the name of the institution on the space provided below: (See note 5)

5. Declaration by the applicant

I hereby certify that to the best of my knowledge all the information I have provided on this form and all supporting documents are true and correct and I agree to abide by the Examination Rules and Regulations and Code of Conduct and Ethics for kasneb students.

Note: The Code of Conduct and Ethics for kasneb students is available on the kasneb website.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Kasneb Towers, Hospital Road, Upper Hill, P.O. Box 41362 - 00100 Nairobi, Kenya Telephone: +254 020 4923000 Cellphone: +254 734600624 / +254 722201214 Email: info@kasneb.or.ke Website: www.kasneb.or.ke

**NOTES**

- Complete the form in CAPITAL LETTERS (in black or blue ink).
- (a) Indicate the examination and section(s) or level you wish to enter for. **Do not** indicate the paper(s).  
(b) A candidate must pass the preceding section or level before proceeding to the next.  
(c) Where credit is earned, the candidate will be required to enter for all the paper(s) not passed in a section or level in the same examination sitting.
- (a) There are two examination sittings in a year in **May** and **November**.  
(b) If you are paying for annual registration renewal/reactivation fee only, **do not** fill in item 2 (examination details). Registration reactivation fee is payable by students with annual renewal arrears of more than three years.
- Your Examination Centre should be chosen from the list provided in the Guide to examinations. However, **kasneb** has the right to transfer candidates from a preferred examination centre to another.
- Students are advised to attend tuition in only **kasneb** accredited institutions or institutions in the process of accreditation only. The list of accredited institutions is available on the **kasneb** website.
- Forms which are incomplete or which are not accompanied by the correct fee will not be accepted.
- This form will not be accepted if your annual registration renewal fee is not up to date.
- Examination booking cut-off dates**

May examinations      31 March                                      November examinations      30 September

- The following are the applicable examination booking and annual registration renewal fee:

**(a) Examination booking fees**

EXAMINATIONS		Kenya Shillings	Foreign Currency	Kenya Shillings	Foreign Currency
		KSh.	US \$	KSh.	US \$
<b>CERTIFICATE EXAMINATION</b>		<b>CAMS LEVEL I</b>		<b>CAMS LEVEL II</b>	
* Whole level		3,000	50	2,500	42
* Single Paper		1,000	17	1,200	20
<b>DIPLOMA EXAMINATIONS</b>		<b>ATD/DCM</b>		<b>DICT</b>	
<b>Level I</b>		3,500	58	4,100	68
* Single Paper		1,000	17	1,000	17
* Single Paper (Practical)		-	-	1,600	27
<b>Level II</b>		4,000	67	4,000	67
* Single Paper		1,200	20	1,200	20
<b>Level III</b>		4,500	75	5,100	85
* Single Paper		1,400	23	1,400	23
* Single Paper (Practical)		-	-	2,000	33
<b>PROFESSIONAL EXAMINATIONS</b>		<b>CPA/CS/CIFA/CCP</b>		<b>CICT</b>	
<b>Part I</b>	Section 1	2,700	45	3,300	55
	Section 2	2,700	45	3,300	55
	<b>Total for Part I</b>	<b>5,400</b>	<b>90</b>	<b>6,600</b>	<b>110</b>
	* Single Paper	1,350	23	1,350	23
	* Single Paper (Practical)	-	-	1,950	33
<b>Part II</b>	Section 3	4,400	73	4,400	73
	Section 4	4,400	73	5,000	83
	<b>Total for Part II</b>	<b>8,800</b>	<b>146</b>	<b>9,400</b>	<b>156</b>
	* Single Paper	2,200	37	2,200	37
	* Single Paper (Practical)	-	-	2,800	47
<b>Part III</b>	Section 5	6,600	110	6,600	110
	Section 6	6,600	110	6,600	110
	<b>Total for Part III</b>	<b>13,200</b>	<b>220</b>	<b>13,200</b>	<b>220</b>
	* Single Paper	3,300	55	3,300	55
	* ICT Project	-	-	7,500	125
<b>FAQ/FSQ</b>	Initial registration, examination booking and renewal fee			95,000	1,585
	Examination booking (Single paper)			20,000	334
	Annual registration renewal fee			15,000	250

**(b) Annual registration renewal and reactivation fee**

Certificate/Diploma/Professional examinations	Kenya shillings (Ksh)	US dollars (US\$)
Renewal fee	1,500	25
Reactivation fee	2,000	34