



# THE INSTITUTE OF CERTIFIED BOOKKEEPERS

REG NO. 1931/003246/06 VAT REG 4480110156

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## FEES 2009

Assessments		Memberships	
Reg Acc Clerk and Bookkeeper: Assessment fee per subject	R370.00	Registration Fee	R 350.00
Office Admin: Assessment fee per subject	R370.00	Subscriptions – Student Bookkeeper	R350.00
SBFM: Assessment fee	R580.00	Subscriptions – Affiliate	R 370.00
TFA: Assessment fee	R580.00	Subscriptions – Members	R380.00
National Certificate: Bookkeeping: Assessment fee	R580.00	Subscriptions – Junior Bookkeeper	R390.00
FETC Bookkeeping: Assessment Fee	R 580.00	Subscriptions – Senior Bookkeeper	R440.00
Exemption fee – PoE Assessment of Prior Learning	R 580.00	Subscriptions – Technical Financial Accountant	R 520.00
Exemption fee per subject – prior qualifications	R250.00	Subscription Late payment fee	R250.00
Postponement fee per subject	R190.00	Acceptance Fee/membership upgrade fee	R210.00
Assessment late entry fee per subject	R300.00	Recognition of Prior Learning Fee – Administrative fee	R200.00
Private Invigilation admin fee	R200.00	Re-print of Membership Certificates	R 250.00
Assessment Re-mark and report fee	R520.00		
Duplicate Transcript of results fee	R150.00		
Workplace and Training Providers			
Workplace provider accreditation fee	R3500.00	Training provider accreditation fee	R3500.00

- Candidates intending to present themselves for any assessment is required to give notice to the Institute on the prescribed form (Assessment application form), which must be accompanied by the prescribed assessment fees.
- Cancellation by a candidate of an assessment entry will result in forfeiture of assessment fees already paid.
- Subjects will be carried forward/postponed for **ONE** sitting only on receipt of the prescribed postponement fee. Please note the postponement fee needs to be paid into the ICB account **1 WEEK** before the summative assessment.
- Forms not correctly completed and/or accompanied by incorrect fees will result in the entry not being accepted.
- Members whose subscriptions are not paid up to date will not be entered for the assessments nil such time as all outstanding membership fees have been paid.
- The above fees are subject to change without prior notice.
- The above fees are inclusive of 14% Value Added Tax for South Africa and Bank Charges for payments received from outside South Africa.
- All payments are to be made payable to:- THE INSTITUTE OF CERTIFIED BOOKKEEPERS LTD, First National Bank, St Georges Mall, Branch Code 201309, Account number 502 624 18757.
- All candidates within a radius of 100 kilometres of an official assessment centre will automatically be allocated to one of these centres. See prescribed list available from the ICB offices
- All other areas – the candidate will be responsible to arrange for their own Invigilator and will be responsible of any costs incurred by such Invigilator. Application is to be made on the prescribed form – obtainable from the Institute and forwarded together with the assessment entry forms.