

# INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS IN ZIMBABWE

(A constituent member of the Public Accountants and Auditors Board (PAAB) and the Pan African Federation of Accountants (PAFA))

## 2019

### 2ND HALF REGISTRATION NOW OPEN

Choose a course that leads to professional success with the Institute of Chartered Secretaries and Administrators in Zimbabwe (ICSAZ)



INSTITUTE OF CHARTERED SECRETARIES AND ADMINISTRATORS IN ZIMBABWE (ICSAZ)

#### ICSAZ QUALIFICATION (CIS)

##### Entry Requirements

- At least five (5) 'O' level passes including English Language and Mathematics or Accounts
- Two 'A' level passes

##### Who should apply

- High school graduates
- Polytechnic graduates
- Appropriate Diploma / Degree holders
- Accounting practitioners
- Administrators

##### Career Opportunities

- Accounting
- Corporate Management
- Corporate Secretaryship
- Consulting Services
- General Management
- Internal Auditing
- Tax Consulting

##### Registration in Progress

##### How to apply

Registration details and application forms are obtainable from Dzidzo House offices or through email (cis@icsaz.co.zw; ibas@icsaz.co.zw; dfa@icsaz.co.zw or marketing@icsaz.co.zw) upon assessment of your certified copies of educational certificates. Two passport sized photographs are to accompany the application form(s) together with certified copies of educational certificates, transcripts, Birth certificate, National ID the and proof of payment.



INSTITUTE OF BUSINESS AND ACCOUNTING STUDIES

#### IBAS QUALIFICATION (IBAS)

##### Entry Requirements

- At least five (5) 'O' level passes including English Language and Mathematics or Accounts

##### Who should apply

- Secondary School graduates
- Experienced accounting and administration technicians without recognised qualifications
- Supervisors
- Bookkeepers
- Clerks

##### Career Opportunities

- Accounting
- Marketing
- Administration
- I T Administration

You can enrol for Certificate, Diploma or Higher Diploma

##### Registration in Progress



ICSAZ  
DIPLOMA IN FORENSIC ACCOUNTING (DFA)

#### DIPLOMA IN FORENSIC ACCOUNTING (DFA)

##### Entry Requirements

- At least five (5) 'O' level passes including English language and Mathematics and IBAS Intermediate Diploma in Business and Accounting Studies or Appropriate Diploma / University degree

##### Who should apply

- Accountants
- Risk and Loss Control Officers
- Internal and External Auditors
- Fraud & Anti-Corruption Investigators
- Corporate Secretaries

##### Career Opportunities

- Forensic Investigation
- Forensic Accounting / Auditing
- Risk Management
- Risk Assessment

Registration for weekend class and block release in progress


June 2019 class

## Register Now

For more information contact us at:

Dzidzo House, 22-32 McChlery Avenue, Eastlea; P O Box CY 172, Causeway, Harare  
Tel: 024-2700553-5, 08644 124 596-9; Fax: 024-2700624; Email: cis@icsaz.co.zw

 [www.icsaz.co.zw](http://www.icsaz.co.zw)

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