THE INSTITUTE OF CHARTERED ACCOUNTANTS OF PAKISTAN

Instructions for the Examinees of Qualifying Assessment Test (QAT) and Pre-Requisite Competencies (PRC) Examination

01 The Examinations will be conducted strictly in accordance with the schedule mentioned on examinees admit cards. Examinees must ensure that they are aware of the correct date, timing and venue of their Examination Centre.

02 Examinees must carry their admit cards which must be produced on demand by the Invigilators.

03 Entry into the examination hall would be permitted 15 minutes prior to the commencement of the examination. Entry in the examination hall after 20 minutes of commencement of the examination would not be permitted. Extra time would not be given to the late coming examinees.

04 No examinee would be allowed to leave the examination hall within 45 minutes of commencement of the examination.

05 Examinees who have completed their examination within the permissible time and exit the examination hall would not be permitted to re-enter the examination hall under any circumstances, whatsoever.

06 Examinees must place their signatures on the attendance sheets available with the Invigilators. Failure to sign the attendance sheet would render their exam void.

07 Any examinee found using unfair means would be treated in accordance with the Institute's published policy on use of unfair means by students during examinations which may be viewed at ICAP's website.

08 One blank sheet will be provided to each examinee for rough work in the papers of Fundamentals of Accounting (FOA), Quantitative Analysis for Business (QAB) and Qualifying Assessment Test (QAT) only.

09 Following may considered as use of unfair means:

- Writing on admit card/instruction page.
- Not returning the paper sheet provided for rough work before leaving the examination hall.

10 Examinees must observe strict silence in the examination hall. In order to draw the attention of any attendant or supervisor, the examinee should raise his/her hand.

11 Examinees must strictly refrain from carrying any notes, books, mathematical tables, check lists and graphical exhibits. Any examinee found in possession of the above in the examination hall is liable for strict disciplinary action for violation of examination regulations.

12 Mobile phones or any other radio/communication device are strictly not allowed in the examination hall. Any examinee found in possession of such device is liable for strict disciplinary action for violation of examination regulations. The examinees carrying such devices at the examination premises would be required to leave their devices outside the examination hall at their own risk and the Institute shall not be responsible for the custody or safe keeping of the same.

13 Use of MS Office or any other software application is strictly prohibited.

14 To obtain knowledge of the environment of computer based examinations, examinees may download guidance booklet from ICAP's website. Also, they may enhance their understanding of the computer based examinations application, by accessing the Practice Test (Beta) through their secure login area at the ICAP's website.

15 In the event of any differences with the invigilator, the examinee should seek the intervention of the Centre Supervisor immediately.

16 Examinees may submit their complaints regarding technical/administrative problems faced during the examinations on complaint form available with the Centre Supervisor.

17 Mathematical and Statistical Tables would be available wherever required within the examination software.

18 In PRC examination, examinees are not allowed to bring calculators with programming functions into the examination hall. However, they are allowed to bring the following calculators in the examination hall:

- Simple Calculator with no scientific function.
- All models of Casio fx-82 series.
- fx-83GT Plus, fx-85GT Plus, fx-85MS, fx-350MS, fx-260 SOLAR, fx-100, fx-100S, fx-100D, fx-95MS, fx-992S, fx-901, fx-85ES, fx-85ES Plus, fx-350ES, fx-350ES Plus, fx-95ES, fx-500ES, fx-991ES, fx-570ES, fx-50F Plus, fx-50FH, fx-991ES Plus, fx-570MS, fx-350TL, fx-991MS, fx-100W, fx-115MS, fx-100MS, fx-570ES Plus.
- Canon F-789SGA
- Abako AB-991ES Plus, AB-82ES Plus & AB-82 MS
- Any other model of calculator will not be allowed in the examination hall. .

19 In QAT, use of any type of calculator is not allowed.

Executive Director Examinations
January 15, 2026