

Dear Students

Subject: April 2024 Examinations – All Eighteen (18) Courses from Operational Level-1 (OL1) to Strategic Level-2 (SL2)

Students are advised to note the following instructions for forthcoming April 2024 Examinations for their understanding and compliance:

1- PLAN SCHEDULE AND VENUE FOR FORTHCOMING APRIL 2024 EXAMINATIONS:

The Institute's forthcoming April 2024 Examinations are expected to be held as per the below given tentative schedule:

Examining Level(s)	Tentative Exam Commencement Date	At Designated ICMA Examination Campuses	Through Remote Access*
All eighteen (18) courses from Operational Level-1 to Strategic Level-2	Monday, 15-Apr-2024	Karachi, Lahore, Islamabad, Multan, Faisalabad, Hyderabad, Peshawar and Quetta	(i) For students residing Outside Pakistan (ii) For students of Gilgit-Baltistan, Azad Jammu & Kashmir, and Balochistan Regions [limited seats available, and applications will be entertained on first-come, first-served basis – subject to endorsement by respective/ registered ICMA campus] (iii) For Differently Abled Students [subject to submission of medical/ substantial evidence through respective/ registered ICMA campus]

*Necessary guidelines/ instructions for Remote Access Examinations will be shared shortly.

2- DATES FOR SUBMISSION OF EXAMINATION APPLICATION FORMS:

Examination Application Forms for forthcoming April 2024 Examinations will be submitted online through Institute's website (<https://www.icmainternational.com/NoticeBoard.aspx>). Dates for submission of Examination Application Forms are as follows:

- Wed, 20-Mar-2024 to Wed, 27-Mar-2024**

NOTE: During the submission of examination application form, it is strictly advised to **UPLOAD THE RECENT STANDARD PASSPORT SIZE PHOTOGRAPH**. Otherwise, Examination Application Forms may be rejected.

SPECIAL NOTE

All the students are informed that only the ELIGIBLE COURSE(S) will be available. However, in case of any query, students may contact their concerned ICMA Branch for guidance.

3- EXAMINATION FEE:

Schedule of examination fee is given below:

Sr. No.	Levels	Exam Fee per Course [In Pak Rupees]			
		Campus Based Examinations	Remote Access Examinations		
			Differently Abled Students	Gilgit-Baltistan/ Azad Jammu & Kashmir/ Balochistan Region	Outside Pakistan
1.	Operational Level-1	4,600	4,600	6,900	US \$ 100
2.	Operational Level-2	4,600	4,600	6,900	
3.	Managerial Level-1	5,800	5,800	8,700	
4.	Managerial Level-2	5,800	5,800	8,700	
5.	Strategic Level-1	7,500	7,500	11,250	
6.	Strategic Level-2	7,500	7,500	11,250	

Note: (1) The students may opt to pay through online banking channel [Debit/ Credit Card] or through Quikcpay Payment Facility.

(2) Overseas students are advised to remit their Exam Fee in Pak Rupees instead of foreign currency.

4- STEPS TO SUBMIT ONLINE EXAMINATION APPLICATION FORM AND EXAMINATION FEE SUBMISSION PROCEDURE:

The necessary details for submitting Online Examination Application, along with fee submission procedure/ mode of payment, will be available on the Online Examination Application Form Portal.

NOTE: In case of any issue relating to the fees payment, please contact your respective ICMA Branch.

5- **FOR ANY QUERY, CONTACT YOUR RESPECTIVE ICMA BRANCH:**

In case of any issue, students may contact their respective ICMA Branch for onward solution only. No irrelevant email(s) should be sent to the Examination Department.

6- **TIMETABLE/ EXAMINATION SCHEDULE AND ADMIT CARDS:**

The timetable/ examination schedule and admit cards for forthcoming April 2024 Examinations will be available on the Institute's website [Students' Portal] **in due course of time.**

7- **NO FACILITY TO CHANGE AN EXAM DAY/ SHIFT/ CENTRE:**

There is **no facility to change an exam day/ shift/ centre.**

8- **PROVISIONALLY REGISTERED STUDENTS:**

All provisionally registered students are advised to **regularize their registration number** and submit their online Examination Application Forms for appearing in forthcoming April 2024 Examinations.

9- **NO PROVISION FOR EXAMINATION FEE TRANSFER:**

There is no provision for examination fee transfer facility. For details, examinees may refer to the link <https://www.icmainternational.com/nonrefund.aspx>.

10- **OFFENCES AND PROPOSED PENALTIES IN RESPECT OF UNFAIR MEANS CASES, WHICH MAY CANCEL RESULTS:**

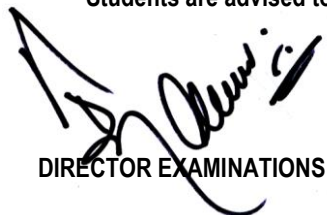
Students are advised to refer the uploaded 'Offences and Proposed Penalties in respect of Unfair Means Cases', available at <https://www.icmainternational.com/unfairmeans.aspx> for a ready reference.

11- **CONTACT DETAILS:**

The students are advised to provide their **active and full contact details only [i.e. Residential Address, Email Address, Phone/ Mobile Number(s)].**

12- **CORRESPONDENCE WITH EXAMINATION DEPARTMENT:**

Students are advised to contact their respective ICMA Branch for any issue.



DIRECTOR EXAMINATIONS

NB: The Examination Department will be monitoring all students through CCTV cameras during examinations.