

Dear Students

Subject: Practical Corporate Training Modules Examinations (PCTME), July 2021

[Practical Corporate Training Level-1 and Practical Corporate Training Level-2]

Students are advised to note the following instructions for forthcoming Practical Corporate Training Modules Examinations (PCTME), July 2021, for their understanding and compliance:

SPECIAL NOTE:

The Examination Progression Scheme [under Study Scheme-2018] has been implemented on the Online Examination Application Forms from June 2021 Examinations. Therefore, all the students are informed that from now and onwards, only the **ELIGIBLE MODULE(S)** will be available for selecting as exam paper(s) during the Online Examination Application Forms submission through the Institute's website. However, in case of any query, students may contact their concerned ICMA Pakistan centres for guidance.

1- PLAN SCHEDULE AND VENUE FOR FORTHCOMING PCTME, JULY 2021:

The Institute's forthcoming PCTME, July 2021, are expected to be held as per the below given tentative schedule:

Examining Modules	Tentative Exam Commencement Date	Exam Venue
All six (6) modules of Practical Corporate Training Level-1 and Practical Corporate Training Level-2	Wednesday, 28-Jul-2021	Karachi, Lahore, Islamabad, Multan, Faisalabad, Hyderabad, Peshawar and Quetta

The examination **Question Papers Pattern & Structure** and **Model Papers** are already available on Institute's website and may be followed by www.icmap.com.pk/cma_pattern_structure_question_paper.aspx and www.icmap.com.pk/cma_model_papers.aspx respectively for PCTME, July 2021, ready reference.

2- DATES FOR SUBMISSION OF EXAMINATION APPLICATION FORMS:

Examination Application Forms for forthcoming PCTME, July 2021, will be submitted online through Institute's website (www.icmap.com.pk/NoticeBoard.aspx). Dates for submission of Examination Application Forms are as follows:

- **With Normal Fee Only – Mon, 05-Jul-2021 to Sat, 10-Jul-2021**

NOTE: (1) Students are advised to submit the hardcopies and/ or EMAIL THE SCANNED COPIES OF PAID EXAM FEE VOUCHERS/ RECEIPTS, ALONG WITH SUBMITTED EXAMINATION APPLICATION FORM [DULY SIGNED] to their respective ICMA Pakistan centres WITHIN THE ABOVE PRESCRIBED DEADLINES, otherwise, their enrolment for PCTME, July 2021 will not be considered in any case. The details for sending email is as under:

Sr. No.	Students of ICMA Pakistan Centres	Send Your Email To
1.	Karachi [Head Office and North Nazimabad Campuses]	fee.khi@icmap.com.pk
2.	Lahore	fee.lhr@icmap.com.pk
3.	Islamabad	fee.isb@icmap.com.pk
4.	Multan	fee.mul@icmap.com.pk
5.	Faisalabad	fee.fsd@icmap.com.pk
6.	Hyderabad	fee.hyd@icmap.com.pk
7.	Peshawar	fee.psr@icmap.com.pk
8.	Quetta	fee.qta@icmap.com.pk

(2) During the submission of examination application form, it is advised to UPLOAD THE RECENT PHOTOGRAPH [NOT OLDER THAN SIX (6) MONTHS] WITH BLUE OR WHITE BACKGROUND ONLY. Whereas, in case of uploading/ placing the irrelevant photograph, Examination Application Forms will not be accepted and/ or Admit Cards will not be issued.

3- EXAMINATION FEE:

Schedule of examination fee is given below:

Sr. No.	Levels	Exam Fee per Module [In Pak Rupees]
1.	Practical Corporate Training Level-1	3,000
2.	Practical Corporate Training Level-2	3,000

4- FOR ANY QUERY, CONTACT YOUR RESPECTIVE ICMA PAKISTAN CAMPUS:

If a student fails to sign-in and/ or in case of any related issue for submission of Examination Application Form, he/ she may contact the respective ICMA Pakistan Campus for onward solution/ communication to the Examination Department.

5- TIMETABLE/ EXAMINATION SCHEDULE AND ADMIT CARDS:

The timetable/ examination schedule and admit cards for forthcoming PCTME, July 2021, will be issued **in due course of time**. Whereas, there will be **no facility to change an exam day/ shift**.

6- CHANGE OF EXAMINATION CENTRE AND SUBJECT(S):

- (i) Candidates desiring to change their examination centre may kindly ensure that their **written/ signed** requests, along with a copy of applicable exam fee payment slip/ voucher, should reach the Examination Department, **preferably through their Regional ICMA Pakistan Centres, by July 12, 2021 POSITIVELY. Applications received after due date shall not be accommodated.**
- (ii) Students are advised to opt their desired subject(s) carefully as the **request(s) for change of subject(s) will not be entertained.**

NOTE: There is no provision for examination fee transfer facility on request w.e.f. September 2019. For details, examinees may refer to the link www.icmap.com.pk/ExamNotice_PDF/cir_exam_07082k19.pdf.

7- 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.icmap.com.pk/pdfs/Offences_and_Proposed_Penalties_of_Unfair_Means_Cases.pdf and at www.icmap.com.pk/ExamNotice_PDF/exam_notice_08062k20.pdf for a ready reference.

8- CORRESPONDENCE WITH EXAMINATION DEPARTMENT:

The students are advised to provide their **active/ operative and full contact details only [i.e. Residential Address, Email Address, Phone/ Mobile Number(s)].** In case if any correspondence is required with the students, **the Examination Department will respond/ contact to the provided contact details only.**



SENIOR DIRECTOR EXAMINATIONS

NB: In the light of the decision by the Government, the examination [for students appearing across Pakistan at designated ICMA Pakistan campuses] may be conducted either through Remote Access or Campus Based, as the case may be.