

# Non-ICAEW member JIEB registration form



## YOUR DETAILS

Gender  Male  Female

**Important** Please note that the names given below will be the official names used for all ICAEW records and correspondence.

Name  TITLE  FORENAME  SURNAME

Date of birth  DD MM YYYY

Residential address  Business address

Postcode/zipcode  Country  Postcode/zipcode  Country

Telephone  Telephone

Fax  Fax

Email  Email

Preferred address for correspondence (please tick)  Residential address  Business address

Have you previously registered for the following qualifications?

Certificate in Insolvency

Certificate in Finance, Accounting and Business  ICAEW number (if applicable)

## ETHNIC ORIGIN

I consent to the processing of my ethnicity information for the purposes of statistical analysis only.

Please tick this box to confirm your consent

At the request of the Equality and Human Rights Commission you are invited to indicate your ethnic origin by ticking one of the following:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> White English                   | <input type="checkbox"/> Mixed White and Black African | <input type="checkbox"/> Black Caribbean    |
| <input type="checkbox"/> White Scottish                  | <input type="checkbox"/> Mixed White and Asian         | <input type="checkbox"/> Black African      |
| <input type="checkbox"/> White Welsh                     | <input type="checkbox"/> Mixed other                   | <input type="checkbox"/> Black other        |
| <input type="checkbox"/> White British                   | <input type="checkbox"/> Asian India                   | <input type="checkbox"/> Chinese            |
| <input type="checkbox"/> White Irish                     | <input type="checkbox"/> Asian Pakistani               | <input type="checkbox"/> Malay              |
| <input type="checkbox"/> White Northern Irish            | <input type="checkbox"/> Asian Bangladeshi             | <input type="checkbox"/> Other              |
| <input type="checkbox"/> White other                     | <input type="checkbox"/> Asian other                   | <input type="checkbox"/> Do not wish to say |
| <input type="checkbox"/> Mixed White and Black Caribbean | <input type="checkbox"/> Arab                          |   |

## MANDATORY DECLARATION

At the point of registration/application with ICAEW, individuals are required to declare any past act or default that might be perceived as bringing discredit on themselves, ICAEW or the profession of accountancy, however long ago the act or default occurred and wherever it took place. Acts or defaults occurring following registration with ICAEW should be declared to ICAEW as soon as is practicably possible. If you are found to have failed to disclose relevant information, your registration/application may be revoked or membership prevented or withdrawn.

### Acts and defaults requiring disclosure include (but are not limited to):

- being found guilty of (or having pleaded guilty to) any criminal offences;
- having been charged with a criminal offence which is as yet to come to trial;
- entering into an Individual Voluntary Arrangement or similar composition with creditors;
- failing to satisfy a judgement debt;
- being the subject of an adverse finding by a professional body or regulator;
- having had a disqualification order made, or having given a disqualification undertaking, under the Company Directors Disqualification Act 1986, or similar overseas legislation; or
- having entered into bankruptcy or being a discharged bankrupt.

This application is not exempt from the Rehabilitation of Offenders Act 1974. We only ask applicants to disclose convictions which are not yet 'spent' under the Rehabilitation of Offenders Act 1974. If you are not sure whether your convictions are spent, further guidance is available on the Disclosure and Barring Service and Nacro websites.

Do any of the above circumstances (or similar) apply to you?      YES      NO

If any of the acts or defaults listed above do apply to you, or you think that there are similar matters which you should declare, please attach details with your application. Some of the matters listed are UK specific, but you should always declare any equivalent act or default which occurred outside the UK. Please note that if you make a disclosure, this will not automatically result in your registration being refused. ICAEW may, however, wish to make further enquiries before reaching a decision.

I consent to my criminal conviction data being checked for entrance criteria.

Signature

Date

DD MM YYYY

## DISABILITY INFORMATION

Do you have a short-term, long-term or permanent disability, medical condition, indisposition or specific learning difficulty, such as dyslexia, that might:

- affect any examinations and for which you require support from ICAEW?
- affect any service or facility offered by ICAEW for which you may require support?

I consent to my Health and Disability data being used for Examination Access Arrangements and wish to notify ICAEW of a condition/s that may fall under the above. Please tick this box to confirm your consent.

(please enclose details with your registration).

All information disclosed will be treated in the strictest confidence and will not be passed on to your employer or any third organisation without your consent. If you have any questions or are not sure whether you should complete this section of the form, please contact our student support team on +44(0)1908 248 250. If your condition means you will need alternative exam arrangements, we will ask you to complete a more detailed form and provide supporting evidence. Please submit your application or enquiry to [my.icaew.com/examsonline](https://my.icaew.com/examsonline)

We will use your information for statistical and equal opportunity purposes.

## USING YOUR PERSONAL INFORMATION

The protection of personal privacy is an important concern to ICAEW. Any personal data collected will be treated in accordance with current data protection legislation. We will use your personal data to deliver your inclusive student services including; advice, awareness, assessment, CABA eligibility, communication, examinations, networking, products, quality, regulation, research, services, training and to administer your membership account. Any documents submitted as part of your registration may be checked with the issuing authority to ensure their authenticity. In order to meet our student obligations to you we may share relevant personal data with communities, faculties, local groups, district & student societies, your employer, Regulatory bodies and with external assessment, training and examination partners. For more information about our data protection policy please go to [icaew.com/dataprotection](https://icaew.com/dataprotection)

\* Version 2018/03

# THIS PAGE MUST ONLY BE PRINTED OUT AS A SINGLE-SIDED SHEET

## PAYMENT

Payment is accepted in UK sterling only.

This payment does not include examination fees which will be due when booking your examination sessions.

Please note that if you have already registered for the Certificate in Insolvency or Certificate in Finance, Accounting and Business you do not need to pay this fee.

## PAYMENT METHODS

£165.00 (excludes VAT)

Please charge my credit/debit card with the amount £

£198.00 (includes VAT)

**Card no:**

Visa, MasterCard, Amex and Maestro only

I enclose a cheque for £  
made payable to CHARTAC

Send completed form and cheques to  
**ICAEW Finance PO Box 6173 MILTON  
KEYNES MK10 1TW UK**

Valid from

(Maestro and Amex only)

Expiry date

(all cards)

Issue no

(Maestro only)

Signature

Send completed forms and credit card details  
to the above address or to our secure fax  
**+44 (0)1908 248 064.**

Date

DD MM YYYY

OFFICE USE ONLY

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