



CIRCULAR TO ALL STUDENTS, TRAINING INSTITUTIONS AND OTHER STAKEHOLDERS

ADMINISTRATION OF PRACTICAL DATA ANALYTICS PAPERS FOR CPA AND CIFA QUALIFICATIONS, RESEARCH PROJECT FOR THE CS QUALIFICATION AND OTHER TRANSITION PROVISIONS.

1. The **Business Data Analytics (CPA Advanced Level)** and **Financial Modelling Data Analytics (CIFA Advanced Level)** papers will be administered on **Wednesday, 14 December 2022**. The following further information should be noted:
 - a) The above examinations will be administered on a computer-based examinations (CBE) platform
 - b) Pilot papers will be issued for practice on a CBE platform before the examinations.
 - c) Candidates will be required to be proficient in the Ms Excel Spreadsheet and its application in data analysis. Virtual practice sessions will be held before the examinations.
 - d) Candidates will **need to bring** at least a core i3 laptop installed with Ms Excel 2010 or a higher version to sit the examination.
 - e) Only Advanced Level CPA (specialisation pathway) candidates who completed their theory papers in April 2022 or August 2022 sittings will be eligible to sit the respective analytics papers in the December 2022 sitting.
 - f) The current CBE centers available for December 2022 sitting are:
 - I. Kasneb Towers
 - II. KCA University - Main Campus
 - III. Gretsia University - Thika
 - IV. Kenya Coast National Polytechnic - Mombasa
 - V. University of Nairobi, Kisumu Campus
 - VI. The Nyeri National Polytechnic
 - VII. Mwangaza College
 - VIII. The Eldoret National Polytechnic
 - IX. The Kisii National Polytechnic
2. The Research Project under the Certified Secretaries (CS) qualification applies to all CS candidates who have not completed the examination after the August 2022 sitting, unless they are exempted as per the approved policy.
3. Guidelines on attendance to workshops, practical experience assessment and Research Project will be issued by 31 October 2022 for roll-out from 1 January 2023 for all candidates under the new syllabus as applicable in each qualification

Further guidance will be provided to the candidates in due course including on additional CBE examination centers

