

# THE INSTITUTE OF CHARTERED SECRETARIES & ADMINISTRATORS OF NIGERIA

(ESTABLISHED BY ACT NO. 19 OF 1991)

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| <b>ICSAN LECTURE CENTRE</b>                        |   |  |                               |
|--|---|--|-------------------------------|
| <b>TIME TABLE FOR NOVEMBER/DECEMBER 2011 DIET</b>  |   |  |                               |
| Venue: National Secretariat, Alausa, Ikeja, Lagos. |   |  |                               |
| <b>DAYS</b>  | <b>ICSAN<br/>SUBJECTS</b>                                 | <b>CPA<br/>SUBJECTS</b>  | <b>TIME</b>                   |
| <b>Saturday</b>                                    | Corp. Fin. Mgt. (4)                                       | QT (Operat. Research) (1)<br>Nigerian Business Law (2)<br>Organization Behaviour (3) | 8.00 a.m.<br>to<br>11.00 a.m  |
|  | Nigerian Corporate Law (3)<br>Corporate Governance (4)    | Financial Accounting 1(1)<br>Financial Accounting 11 (2)<br>Nigerian Taxation (3)    | 11.10 a.m.<br>to<br>2.10 p.m. |
|  | Financial Accounting (3)                                  | Communication Skills (1)<br>Corp. & Pub. Admin. (3)                                  | 2.20 p.m.<br>to<br>5.20 p.m.  |
|  | Management Accounting (3)<br>Corporate Administration (4) | Intro. To Nigerian Law (1)<br>Managing Info. Systems (2)<br>Auditing (3)             | 5.30 p.m<br>to<br>7.30 p.m.   |
| <b>Sunday</b>                                      | Corp. Fin. Mgt. (4)                                       | Financial Accounting (1)<br>Nigerian Taxation (3)                                    | 10.00 a.m<br>to<br>12.00p.m.  |
|  | Corporate Governance (4)                                  | Q.T. (Statistics) (1)<br>Mgt. Prin. & Practice (2)<br>Auditing (3)                   | 12.10 p.m.<br>to<br>2.10 p.m. |
|  | Financial Accounting (3)<br>Corporate Secretaryship (4)   | Economics (1)<br>Financial Accounting 11 (2)<br>Nigerian Corp. Law (3)               | 2.20pm<br>to<br>5.20p.m       |
|  | Management Accounting (3)<br>Corporate Administration (4) | Info. Systems (2)  | 5.30p.m<br>to<br>7.30pm       |

- ❖ Lectures commence at 11.00 am on Environmental Saturdays.
- ❖ Students must abide by the rules and regulations of the centre.
- ❖ Intending students who wish to write the November/December 2011 examination must submit their registration/exam entry forms not later than 1<sup>st</sup> October, 2011 for both ICSAN & CPA exams.

**Stand out distinctly from the crowd ... Be a Chartered Secretary and Administrator.**

