

## How to register ISCA student Account

**Step 1:** Check your eligibility at ISCA website <https://isca.org.sg/scaq/foundation-programme>

**Step 2:** If you are University of London graduates with **Bsc Accounting and Finance**, then you will be having their **accredited degree** to enrol the **Foundation Programme**.

### Eligibility

Applicants with any of the following are eligible for the Foundation programme:

- Accredited degrees
- Other recognised degrees
- Undergraduates (effective from 1 July 2017)
- Recognised polytechnic diploma

### Accredited Degrees

The following are accredited degrees:

National University of Singapore	- Bachelor of Business Administration
University of London	 - Bachelor of Science in Accounting and Finance - Bachelor of Science in Accounting with Law - Bachelor of Science in Banking and Finance

### Other Recognised Degrees

Applicants with other degrees may refer to the **ISCA website** for reference.

**Step 3:** After checking your eligibility, you are able to register through the **candidate portal** which is shown on the website.



The screenshot shows the ISCA website's header with a search bar and a blue navigation bar containing links for 'Singapore CA Qualification', 'Membership', 'ISCA Academy', 'Member Support', 'Resource Library', 'Standards & Guidance', 'Internationalisation', and 'About Us'. A 'My Profile' button is also present. To the right, a sidebar titled 'Step-by-Step Guide' lists 8 steps for exam registration, with a red arrow pointing to the 4th step: 'Apply and enroll for the exams through the Candidate Portal.'

#### Step-by-Step Guide

1. Check your qualification for eligibility against our [recognised universities list](#) and polytechnic list.
2. Check for possible Module Exemptions based on the available module exemption guides.
3. Check the exam schedule under the Important Dates section.
4. Apply and enroll for the exams through the [Candidate Portal](#). 
5. Prepare for the exam using the study resources available in the Resources section and the Candidate Portal.
6. Read the exam guidelines and rules that are sent prior to the exams and ensure your laptop is in working condition for the exam.
7. Take exam.
8. Repeat steps 3 to 7 till you complete the Foundation Programme and move on to the Professional Programme.

 About SCAQ
 Foundation Programme
 Professional Programme
 Study Support / E-Exams & Proctoring
 Training Organisations

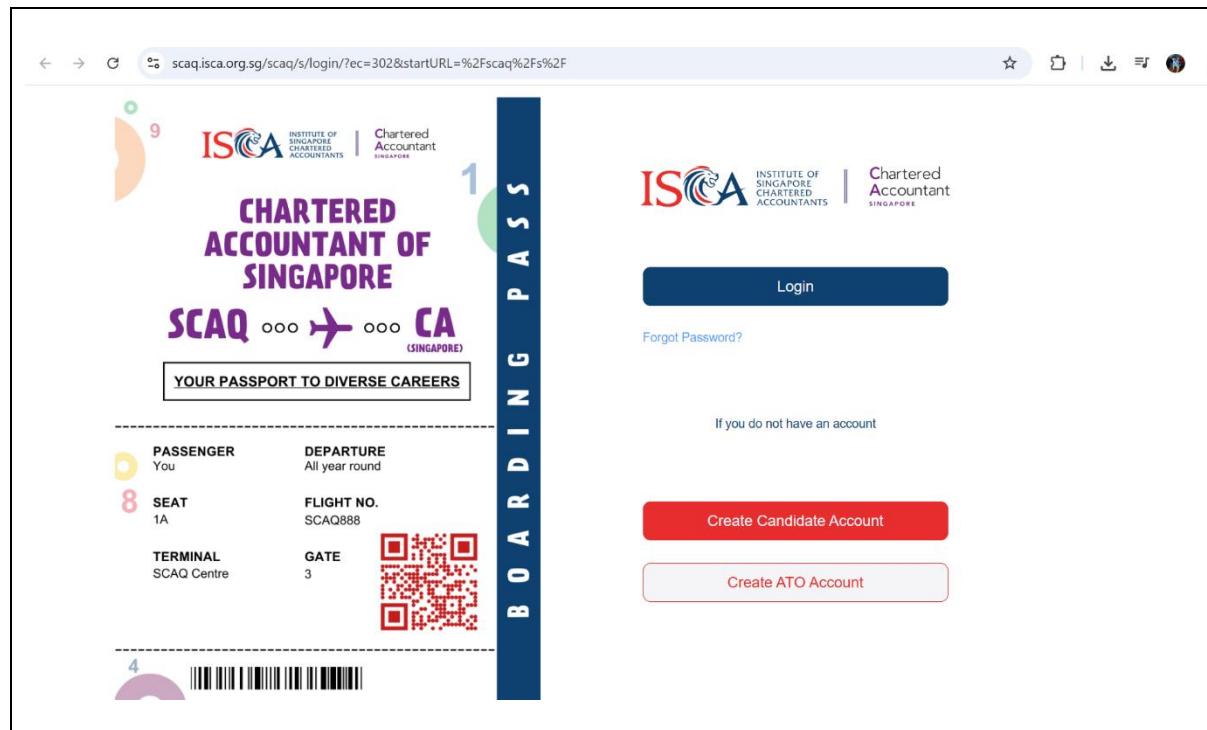
**OR**

Through this link @

<https://scaq.isca.org.sg/scaq/s/login/?ec=302&startURL=%2Fscqaq%2Fs%2F>

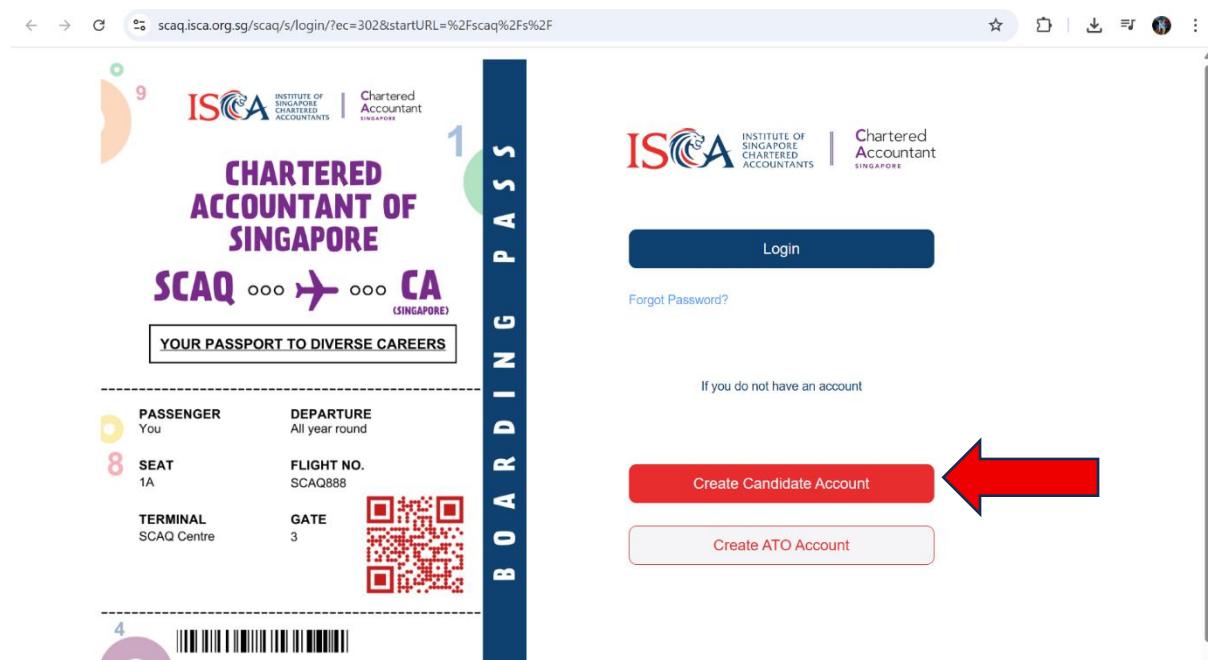
**THEN**

You will be redirect to this webpage.



The screenshot shows a browser window with the URL [scaq.isca.org.sg/scaq/s/login/?ec=302&startURL=%2Fscqaq%2Fs%2F](https://scaq.isca.org.sg/scaq/s/login/?ec=302&startURL=%2Fscqaq%2Fs%2F). The page features a 'BOARDING PASS' graphic on the left with fields for 'PASSENGER', 'DEPARTURE', 'SEAT', 'TERMINAL', and a QR code. The right side has the ISCA logo, a 'Login' button, a 'Forgot Password?' link, and links for 'Create Candidate Account' and 'Create ATO Account'.

#### Step 4: Click the Candidate Account.



#### Step 5: Fill in your detail.

**Create New Candidate Account**

Fill in the data for the profile. Please provide an email address for verification purpose.

\* Email  
Example@gmail.com

**Personal Details**

Specify exactly as in your NRIC

\* Salutation  
Select

\* First Name      \* Last Name  
First Name      Last Name

\* Full Name As Per ID      \* Preferred Name/Alias  
Full Name      Preferred Name/Alias

\* ID Type      \* ID Number  
Select      Key In ID Number

\* Gender      \* Date of Birth  
Select      Date of Birth

If you are Malaysian, Select the ID type – Passport and key in your Passport No.

## Create New Candidate Account

Fill in the data for the profile. Please provide an email address for verification purpose.

### Residential Address

\* Country of Residence

Building Name

\* Street Name

\* House Block No.

\* Unit No.

\* Postal Code

Mail Address is same as residential address

### Mailing Address

\* Mailing Country of Residence

Building Name

\* Mail Street Name

\* House Block No.

\* Unit No.

\* Postal Code

### Contact Details

Email

\* Country Code (eg. 65)

\* Mobile

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Submit

**Step 6:** Once you have completed the form and submitted it, an email will be sent to you immediately for you to set a password. Follow the link in the email to set your password.

**Step 7:** Once finished setting your new password, you will be directed to the ISCA eService homepage.

Then, click **Singapore Chartered Accountants Qualification (SCAQ) Portal** to start the application process.

**Step 8:** Fill in your academic qualification details and click “Save & Next” to proceed to the next section.

Note: Please select the correct “Awarding Country” of your qualification. E.g., If you have attained a degree from University of London, please select United Kingdom as the Awarding Country.

Note: If you are still an undergraduate pursuing your degree in a university, please input the expected date of graduation in the “End Date”.

## Step 9: Upload your document.

**Documents Uploading**

**Instructions**

- For Undergraduates, please submit:
  - Certification letter from your university, or Matriculation Card to certify your undergraduate status
- For Graduates, please submit:
  - Official Diploma / Degree certificate, and
  - Official Academic Transcript
- For CPA Australia Members, please submit:
  - Official CPA Australia Membership Certificate, and
  - Official CPA Australia Transcript

**Qualification - 1**

Fields marked with \* are compulsory

Awarding Country: Singapore

Qualification Type: Local Universities

Qualification: Bachelor of Business Administration (Accountancy)

Start Date: 03/08/2020

End Date: 27/12/2024

Pathway: Normal Pathway

\* File Type: Select a File Type to Upload

Document Name:

Actions:

On the documents uploading page, please read the instructions at the top of the section carefully and upload all the required supporting documents which are applicable to you. Click “Save & Next” to proceed to the Employment section.

Note: If you are still an undergraduate pursuing your degree in a university, please upload your **University Offer letter** or **any certificate letter from your university** to certify your undergraduate status.

Note: Incomplete documents provided may cause delay in your progression of the qualification programme. Only candidates with application verification status as ‘Verified’ can proceed from Foundation Programme to Professional Programme, or enrol for the capstone module - IB module in the Professional Programme.

**Step 10:** Fill in your employment details of the Accredited Training Organization (ATO) you are employed with and click “Save & Next” to proceed to the next section.

Progress Bar:

**Qualification & Employment**

**Employment**

If you are still studying or have not started working, please enter “Student/ Not employed”.

\* Company Name:

\* Start Date:

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Note: If you are still studying or have not started working, please input “Student/ Not employed” in the “Company Name”.

**Step 11:** Please indicate your consent to the PDPA and declare the relevant statements that pertain to you. Click “Save & Next” to proceed to Application Fee payment.

**Step 12:** On the “Fee” page, you may click “Save & Next” to directly proceed to payment. You may apply a voucher code if you have a voucher. The total amount payable will be deducted accordingly. Click “Save & Next” to proceed to payment.

Then, you will need to declare where is your place of residence.

**Declaration**

**Residential Declaration**

At the point of payment, please declare if your usual place of residence is outside of Singapore. The GST amount will be zero-rated if you declare that you reside overseas

I declare my usual place of residence is Singapore  
 I declare my usual place of residence is outside of Singapore, and I will be physically outside of Singapore during the course.

[Click here](#) to view Section 21(3) of the GST Act under "International Services".

**Back** **Next**

Under the “Payment” section, indicate your agreement and click “Pay”.

**Step 13:** Upon making payment successfully, you will be redirected to the Dashboard.



[Dashboard](#) [Modules](#) [RPEC](#)

The exam results for Dec 2024 Exam session have been released on 14 Feb. Please refer to the table below for exam results and module grades reference:

Exam Result	Module Grade
Fail	To be attempted
Pass	Pass
Pass (M)	Pass with Merit
Pass (D)	Pass with Distinction
Pass (HD)	Pass with High Distinction

The exam enrolment for the June 2025 Exam Session is extended till 30 April 2025. You may enrol for your next module exam(s) before the enrolment is closed.

**Integrative Business Solution (IB) Module Enrolment Criteria**

In order to enrol for IB module, you need to meet these requirements:

Completion of the 2 Ethics and Professionalism modules.

Completion of four (4) technical modules.

A minimum of 548 calendar days of RPEC approved by a mentor.

**Application Verification Status**

RPEC: 0 out of 1,095 calendar days and 0 out of 450 practical experience days completed.

Your application verification will be shown **Submitted**.