

CMA PROFESSIONAL PROGRAMME STUDENT GUIDE - 2022



**INSTITUTE OF CERTIFIED MANAGEMENT
ACCOUNTANTS OF SRI LANKA**

THE NATIONAL PROFESSIONAL MANAGEMENT ACCOUNTING
INSTITUTION IN SRI LANKA

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1. INTRODUCTION

1.1 Background of the Institute

The institute was initially established as the "Society of Management Accountants of Sri Lanka" in the year 1999 with the technical assistance from CMA Canada (now CPA Canada) and financial assistance from the Canadian International Development Agency (CIDA) by its Founder Prof. Lakshman R. Watawala and was launched in June 2000. The institute of Certified Management Accountants of Sri Lanka (CMA) was incorporated by the Act of Parliament No. 23 of 2009 as the National Professional Management Accounting Institution in Sri Lanka. Since its inception in June 2000, CMA has progressed to become a body with over 16,000 students and 2,500 members. The institute promotes the study and application of Management Accounting, Financial Accounting & Finance and Business Management through its Professional Management Accounting Study Programme leading to a Professional Management Accounting qualification.

CMA is a Member of the International Federation of Accountants (IFAC) which is the apex organization of world-wide professional accounting bodies comprising 180 members spread across 135 countries with a total membership of more than 3 million accountants covering public practice, government, industry, service, commerce and education. It is a member of the South Asian Federation of Accountants (SAFA), an apex body of SAARC, thereby joining the fraternity of professional accounting bodies in India, Pakistan, Bangladesh, Nepal and Sri Lanka. CMA is represented on the SAFA Board. CMA is also a Member of the Confederation of Asian and Pacific Accountants (CAPA) consisting of Professional Accounting Bodies in the Asia & Pacific Region.



1.2 Principal Objectives of the Institute

1. To provide membership to those accountants engaged in the profession of management accountancy.
2. To promote the study of the theory and practice of management accountancy in all its aspects.
3. To register, educate, and train any person who is aspiring to become a member of the Institute.
4. To conduct examinations and to grant membership to those who have passed all the examinations and complied with the practical training requirement. To provide for the use of designatory letter for those who satisfy these criteria.
5. To preserve at all time the professional independence of the membership in whatever capacities they will be serving.
6. To maintain high standards of professional conduct by all its members.
7. To pursue the advancement of the profession of management accountancy in relation to industry, commerce, education, finance, public service and information technology.
8. To maintain a library or libraries for the use of the members and students.
9. To publish or distribute books, pamphlets and journals relating to the affairs of the institute and promoting and furthering the interests, usefulness and efficiency of the members and others or of the accountancy profession generally.
10. To establish scholarships, grants for research and give prizes with a view to promoting or furthering the interest of prospective members.
11. To provide a post Management Accounting qualification for the professional development of members at both Masters & Doctorate levels.

1.3 The Governing Council

Prof. Lakshman R Watawala	FCMA, FCA, FCMA (UK), CGMA	President
Mr. H.M. Hennayaka Bandara	FCMA, FCA, B.Com (Sp), Dip.Accy, FMAAT	Vice President
Mr.M.R.A. Perera	FCMA, FCMA(UK), CGMA, MBA (PIM-USJ), B.Sc. (Acc.)	Member
Mr. J.M.U.B. Jayasekera	FCMA, FCA, FMAAT, FMAAT, BSc. Mgt. (USJ)	Member
Prof. A.H.N. Kariyawasam	B.Sc. Management (Public) (Special) (SJP); M.Com (Kelaniya); PhD (Management) (Malaysia); MAAT; Dip.in FM.(India)	Member
Mr. H.M.A. Jayasinghe	FCMA, FCA, FCMA (UK), CGMA	Member
Mr. J. P. R. Karunaratne	ACMA, FCMA (UK), CGMA, M.Com (Australia), PGD (Applied Statistics), B.Sc. (Hons) UoC	Member
Mr, Puvendran Gajendra	FCMA, FCA, FCPM, FMAAT	Member

Committees of the Institute

1. Accounting Standards, Cost and Management Accounting Standards Board, Research, Continuing Professional Development, Women's Development Activities Committee.
2. Conference and Seminars, IR Awards, Computer Centre & Digitization, Business School, SME Development Committee.
3. Banking, Finance, and Insurance Committee.
4. Education, Training and Membership Committee.
5. Corporate Governance, Ethics and Disciplinary Committee.
6. Finance and Administration Committee.
7. Journal, Taxation and Law, Members (PAIB) and Students Activities and Newsletter. Students Conference Committee.
8. Examination Committee.
9. Public Sector Financial and Cost Management Committee.

Patrons

- Hon. Prof. G.L.Peiris - Minister of Foreign Affairs
- Hon. (Dr.) Bandula Gunawardena - Minister of Trade
- Mr. Ajith Nivard Cabraal - Governor of the Central Bank of Sri Lanka
- Hon. Ravi Karunanayake - Former Member of Parliament and Former Cabinet Minister
- His Excellency David McKinnon - Canadian High Commissioner in Sri Lanka

Advisory Council

Mr.H.D.S. Amarasuriya - FCMA, FCA, FCMA (UK)
Former Chairman, Singer Sri Lanka

Gordon Beal, FCPA, FCA, M.Ed.
CPA Canada Vice-President, Research, Guidance and Support

Prof. John O Miller - AO, BA, B.Com, PhD, FCPA, FAICD, FCMA
Former Head, Graduate School of Management, Swinburne University of Technology, Australia; Former Prof. Monash University; Past President, Confederation of Asian and Pacific Accountants (CAPA).

Mr. A. N. Raman - FCMA, FCA, FICWA, B. Com.
Management Consultant, Former Central Council Member, ICWA India, and Former Member Financial and Management Accounting Committee (FMAC) of the International Federation of Accountants (IFAC).

Prof. P.R. Mather - MA, PhD, FCA (E&W), FCPA.
djunct Professor at La Trobe University and the former Dean of La Trobe Business School, member of CPA Australia's ESG Centre of Excellence, the Australian Accounting Standards Board's Academic Advisory Panel, and also has several non-executive director roles.

Mr.S.E. Satharasinghe - FCMA, B.Sc, FCA
Financial Advisor, Former Chairman Brook Bond.

Mr.F.H. Puvimanasinghe - FCA, FCMA
Former Senior Partner Puvimanasinghe and Company.

Prof. Ho Yew Kee - PhD, FCA (S'pore), FCPA (Aust), CFA Associate Provost (Skills Future & Staff Development), Singapore Institute of Technology, Former Head, Department of Accounting and Vice-Dean, NUS Business School, National University of Singapore.

Ms. Deborah Leung
Executive General Manager International
CPA Australia

Technical assistance provided by CMA Canada (now CPA Canada)
Initial funding by - Canadian International Development Agency (CIDA)

CMA Academic Advisory Board

With the new developments taking place in the accounting profession, CMA Sri Lanka has set up the Academic Advisory Board consisting of eminent academic and industry experts who will advise CMA Sri Lanka on all academic matters.

The CMA Academic Advisory Board will consist of the following:

1. Prof. Ho Yew Kee - Associate Provost (Skills Future & Staff Development) Singapore Institute of technology and Former Prof in Accounting National University of Singapore. Chairman
2. Prof. P R Mather - Head school of Accounting La Trobe University Melbourne Australia, Former associate dean (Higher research degrees) Faculty of Business & Economics Monash University, Melbourne, Australia.
3. Senior Prof. Samanthi Senaratna - Senior Prof in Accounting, University of Sri Jayewardenepura
4. Mr. A N Raman - Past President SAFA, Expert in Cost & Management Accounting
5. Assoc. Prof. Luckmika Perera - Centre for Integrated Reporting | Department of Accounting, Faculty of Business and Law, Deakin University, Melbourne Australia.
6. Mr. Suresh Gooneratne - Finance Director Diesel and Motor Engineering Co. plc.
7. Dr Raef Lawson IMA USA Vice President Research & Policy and Professor-in-Residence

Secretary to Committee – Ms. Jinandi Chandraratne, Director – Education, Training & Research

Establishment of CMA Sri Lanka

Founder - Prof. Lakshman R. Watawala

Technical assistance - CMA Canada (Now CPA Canada)

Initial funding - Canadian International Development Agency (CIDA)

2. CMA PROFESSIONAL QUALIFICATION

The objective of the CMA Professional Programme is to produce competent management accountants with a global-local outlook needed to meet organizational goals in today's complex, dynamic and competitive environment. CMA accountants will be able to demonstrate the integration and application of (a) technical knowledge (b) professional skills, and (c) professional values, ethics, and attitudes in their places of work to a defined standard. CMAs are generally focused on the future of a business and not the past. They use financial, management and other information to direct operational, managerial and strategic decision making targeted at helping organization to move forward.

Those who aspire to obtain CMA membership are required to successfully complete the CMA Professional Programme. On completion of all the relevant examinations, prescribed practical experience, and other requirements they could apply for Associate Membership (ACMA) and those with work experience at senior level for Fellow Membership (FCMA) of CMA. Through the Professional Programme they acquire a high level of competence which enables them to perform with distinction at work places irrespective of whether in industry, service or commerce, both in the private and state sectors, local and foreign.

CMA offers an affordable, flexible and easily achievable route to a professional qualification for GCE Advanced Level qualified students, undergraduates, graduates as well as those in employment.



CMA qualification is recommended to the following categories:

- Full time or part time students after GCE A/L.
- University undergraduates.
- Students awaiting entry into universities.
- Graduates and other professionals who wish to progress in their career both in the public & private sector.
- As a career advancement programme for those in employment.

3. STUDENT REGISTRATION



Registration is the first step to become a student of the Institute of Certified Management Accountants of Sri Lanka. **ONLY REGISTERED STUDENTS** may take an examination of the Institute.

3.1 Entry Requirements

Candidates who have one of the following qualifications could register as students.

1. Three passes at the G. C. E. Advanced Level Examination together with a Simple Pass in English Language and Mathematics at the G.C.E. O/L Examination.
2. A relevant UGC approved Degree or Professional Qualifications approved by the Council of the Institute (fully / part qualifications listed under exemptions scheme).
3. **Mature Entry**
Those in employment and **over 18 years of age with a minimum of 2 years experience** in an Accounting environment, together with a recommendation from the employer will be considered for registration under Mature Entry.
4. Any other qualification accepted by the Council of CMA Sri Lanka.

3.2 Documents to be Submitted with the Application for Student Registration

1. Duly completed student registration application.
2. Certified photocopy of the **Birth Certificate, National Identity Card.**
3. Two stamp - size (3.0 cm x 2.5 cm) colour photographs. **Paste one photograph on the application form.** The other photograph should be certified. Your name and the signature should appear on the reverse of the certified photograph. Photographs exceeding the stipulated size will not be accepted.
4. Certified photocopies of the educational / professional qualifications.
5. The photocopies of certificates and the photograph should be certified by the attester of the "Application for Student Registration". (The photocopies of certificates should be certified by the attester under his/her official stamp which indicates his/her name and other relevant particulars)
 - The name used in all the applications should be **strictly in accordance with the Birth Certificate.**
 - Where documents indicate a **name different from the Birth Certificate**, an Affidavit attested by a Justice of Peace (JP) should be submitted.
 - The photograph (other than the one which is pasted to the application) and the photocopies of certificates which are **NOT DULY CERTIFIED WILL NOT BE ACCEPTED.**
6. Photocopies of "Application for Student Registration" Forms or the applications sent via fax or e-mail are not accepted.
7. The "Institute copy" of the Special Payment Voucher for Registration fee & Annual Subscription fee which bear the round stamp of bank branch and the signature of an authorized officer should be submitted along with the Registration Application. One Special Payment Voucher should be used to pay only one category of payment. Eg: Registration Fee.
8. Those who wish to obtain exemptions from CMA Study programme should fill the "Part B" of the Registration application according to the instructions given. You should submit the results confirmation letter or the certified copies of the transcripts of the qualifications to prove the successful completion of the qualification you are holding.
9. "Applications for Student Registration" together with the necessary documents should be sent under **Registered Cover** to the **Secretariat. The Top left-hand corner of the envelop should bear the words "Application for Student Registration"**

Now students can register on-line to follow the CMA Professional Programme.

<http://124.43.130.95/cma/index.php?r=registration/login/>

Online Registrations - Link and pathway



Fees (*subject to change)**Registration fee & Annual Subscription**

Registration Fee	Rs. 1,750
Annual Subscription	Rs. 2,250
Total Payment at Registration	Rs. 4,000

Exemptions Fee

Level	Per Subject
Foundation Level	Rs. 3,750
Operational Level	Rs. 4,000
Managerial Level	Rs. 4,750
Apex Level - CBA	Rs. 12,000

Examinations Fee

Level	Per Subject
Foundation Level	Rs. 3,750
Operational Level	Rs. 4,000
Managerial Level	Rs. 4,750
Strategic level	Rs. 5,750
Apex Level	
- Integrative Case Study	Rs. 9,500
- CBA Module	Rs. 8,500
Advanced Professional Communication (Speech Craft Programme & Workshop Series)	Rs. 10,000

Other Publications & Documents

Details	Price per book (Rs.)
Student Guide	250
PER Log Book & Guide Book	350
Transcript Letter	1,000
Student ID	250



4. MODES OF LEARNING

4.1. CMA Study Materials

CMA Study Texts for each subject are available for sale at CMA Head Office. Study Texts are prepared by the Institute for all levels in English and first two levels in Sinhala and Tamil media.

The Governing Council of CMA has decided that the purchase of study texts is mandatory for every student in the form of books / CDs or PDF via e-mail.

Prices of Study Packs

Level	Price per book (Rs.)	Price per CD/PDF (Rs.)
Foundation	900	600
Operational	1,200	650
Managerial	1,300	750
Strategic	1,500	750
Apex:		
- Case study book	1,500	750
- CBA book	1,000	750

4.2. Accredited Education Providers (AEP)

Students may follow lectures at Institutes accredited by CMA. A list of accredited institutes could be obtained from the CMA website.

4.3. E-learning

E-learning is gaining popularity amongst CMA students as it provides flexibility to pace their study schedule according to their time convenience and learning style.

CMA Sri Lanka launched the **Virtual Learning Platform** on 19th April 2020 to facilitate the students during the lockdown period in order to face the May 2020 examination.

Following facilities are provided under the Virtual Learning Platform:

- Foundation Level - recorded full lecture series for all the subjects in English and Sinhala media.
- Operational to Strategic Levels - Past paper discussion programmes and discussion of special topics prior to relevant exam dates.
- Apex Level - pre-examination seminar conducted for Integrative Case Study after the release of Scenario - I.
- On-line lecture series for Financial Strategy & Valuation (FSV) module in Strategic Level.

Details of these programmes will be uploaded in CMA Sri Lanka website from time to time and also can be obtained from the Education & Training Division.

4.4. Self-Study

Students are facilitated to do self-study through Virtual Learning Platform and CMA study packs.

5. EXEMPTIONS

Exemptions Guidelines

- Exemptions are given for recognition of other professional or academic qualifications.
- Exemptions are only awarded if the qualification provides the required level of knowledge, skills and competencies gained through the respective qualification and awarded by the discretion of CMA Sri Lanka.
- CMA Sri Lanka does not award exemptions for exemptions.
- All the students who are eligible for subject exemptions need to pay a fee for the exempted subjects. Information on current fees are given under 5.2 (table - 02).
- If a qualification does not contain sufficient and relevant coverage of the CMA syllabus, no exemptions will be awarded.
- As a general rule, exemptions are granted based on the completion of a qualification where the student has to complete the particular level/stage/year in particular qualification to obtain the exemptions under the applicable scheme.
- Exemptions on subject for subject basis are not considered except under special circumstances.
- Once a student applies for an exemption, a second application for exemptions will not be entertained unless he /she obtains full qualifications, subsequently.
- Exemptions will not be granted for subjects when a student has unsuccessfully attempted at CMA examinations.
- Exemptions for Masters qualifications are given separately. If a particular programme is not included in the policy given, a separate evaluation will be carried out and relevant exemptions will be notified to students.
- No differentiation between internal and external degrees if the duration of the degree is four years. If the duration of the degree is three years, then CMA Foundation Level and Business English II in Operational Level are exempted.
- For Undergraduates exemptions will be awarded on a subject by subject basis for the years completed. Students should submit documents as proof that all modules for the given year have been

successfully completed.

- A student who has completed only 1st year of a degree is not eligible to get Exemptions in core subjects in Operational Level, even if the student has done related subjects in year 1.
- CMA will only assess degrees awarded by Universities approved by the University Grants Commission (UGC).
- Degrees obtained prior to 2007 will be separately evaluated and suitable Exemptions will be given.

(For more details on exemptions, please refer the "Handbook on Exemptions Policy" on CMA website).

5.1 Applying for Exemptions

Read our "Exemptions Policy" & Exemptions database to understand important information relating to exemptions.

You may check the Exemptions Awarding Scheme (5.2) to find out whether your University / Institute is accepted for CMA exemptions & eligible for subject exemptions from CMA Program.

1. If you are a new registrant and wish to obtain exemptions at the registration, please fill the **Part B** of the Registration Application and submit along with the results confirmation of University/ Institute (in given format) or Certified Photocopies of the results sheets/certificates and the Institute

copy of Special Payment Voucher for Exemptions fees paid (Applicable only for new registrations).

Refer the Exemptions Awarding Scheme 5.2 to find your qualifications & the applicable exemptions fee.

2. Those who have already registered and wish to apply for exemptions should fill the Exemptions Application which can be downloaded from CMA website and submit along with the results confirmation of University/Institute (in given format) or certified photocopies of the results sheets/certificates and the Institute copy of Special Payment Voucher for exemptions fee paid.
3. If your qualification is not listed in the Exemptions Awarding Scheme, you need to have a separate assessment for your qualification. Please send the scanned copies of your transcript to **exemptions@cma-srilanka.org** or send your inquiry through online via CMA website.
Upon your registration confirmation you will be notified the exemptions granted within 20 working days and you are allowed to proceed with the examinations for the remaining subjects.

Exemptions granted to you will appear in your 'My CMA' account with the results of the earliest examination which you attempted after getting the Exemptions.

5.2 Exemptions awarding scheme for qualifications and applicable fees

Table 01: List of Universities & Institutes recognized for CMA exemptions

CODE	Univesity/Insitute	CODE	Univesity/Insitute
USJ	Univesity of Sri Jayewardenepura	CA	Institute of Chartered Accountants of Sri Lanka
UOC	University of Colombo	CIMA	Chartered Institute of managementAccountants -UK
UOK	University of Kelaniya	AAT	AAT Sri Lanka
WUSL	Wayamba University of Sri Lanka	ACCA	ACCA-UK
SEUSL	South eastern University of SL	HNDA	HNDA-SLIATE
SUSL	Sabaragamuwa University of Sri Lanka	HNDBA	HNDBA-SLIATE
UWU	Uva Wellassa Uinversity	HNDBF	HNDBF-SLIATE
UOJ	University of Jaffna	IBSL	Institute of Bankers of Sri Lanka
RUSL	Rajarata University of Sri Lanka	SLIM	Sri Lanka Institute of Marketing
UOR	University of Ruhuna	SLIIT	Sri Lanka Institute of Information Technology
UOP	University of Peradeniya	NIBM	National Institute of Business Management
EUSL	Eastern University ,Sri Lanka	NSBM	National School of Business Management
TR	Trincomalee Campus	VC	Vavuniya Campus
If your Institute /University is not listed above please send your transcripts to exemptions@cma-srilanka.org or contact CMA Registration Division for more information			

* Foreign degrees and qualifications which are not listed above will be evaluated separately.

Table: 02: List of Exemptions Schemes applicable for Qualifications & Degree Specializations offered by the Institutes listed in Table 01.

Fee applicable (Rs)	Strategic				Managerial				Operational					Foundation					Specialization CODE	Specialization/stage/year completed		
	GCE	BSR	FSV	SMA	PC	CLT	PID (WPI)	CRA	AMA	ITA	BE II	BLT	MBO	AFF	MA	BE I	QMB	FME			FAF	MAF
61,500					X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	ACC	Accounting Sp.
56,750					X	X	X			X	X	X	X	X	X	X	X	X	X	X	COM	B. Com Sp.
47,250					X					X	X	X	X	X	X	X	X	X	X	X	FIN/FM	Finance/Fin: Mgt. Sp.
39,500					X					X	X	X	X			X	X	X	X	X	HRM/ MKT	HRM/Marketing
39,250					X					X	X	X	X			X	X	X	X	X	BM	Business Mgt.
40,000					X		X			X	X		X			X	X	X	X	X	ECN	BBA Economics Sp.
47,250					X					X	X	X	X	X	X	X	X	X	X	X	BA	Business Admin Sp.
40,000					X		X			X	X		X			X	X	X	X	X	OM/E MV/PU B/IBUS	Operations Mgt/Estate Mgt /Val./Public Mgt/ Inter: Bus:
36,000					X		X			X	X					X	X	X	X	X	BIS/BT	Bus: Info Sys Sp./business tech
31,250					X					X	X					X	X	X	X	X	BANK/ ENT/TH M/EB M	Banking/Entrepreneurship/Tourism & Hospitality/EBM/ Entre: Development
44,000					X		X			X	X	X		X		X	X	X	X	X	ENM	ENM Degree
15,000										X						X	X		X		D-01	1st year completed
26,500										X	X					X	X	X	X	X	D-02	2nd year completed
56,750					X		X		X	X	X	X	X	X	X	X	X	X	X	X	ACC	SLIIT-Accounting
30,750											X	X		X		X	X	X	X	X	AAT-15	AATSL PF (2015 ONWARDS)
18,750																X	X	X	X	X	AAT-10	AAT SL 2010 PF
22,750										X		X					X	X	X	X	BL II- 2020	CASL-Business Level II(2020)
48,750						X		X	X	X		X		X	X	X	X	X	X	X	CL- 2020	CASL-Corporate Level (2020)
89,250	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	IFAC-PF	CASL-Strategic Level (2020)
18,750																X	X	X	X	X	CA-E	CASL- Executive Level (2015-2020), CAB II, CA INTER
47,250						X				X	X	X	X	X	X	X	X	X	X	X	CA-B	CASL-BUSINESS LEVEL(2015-2020)
89,250	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	IFAC-PF	CASL-CORPORATE LEVEL (2015-2020)
18,750																X	X	X	X	X	FL-10-18	CIMA-FOUNDATION LEVEL BEFORE 2010
11,250																X			X	X	FL	CIMA -UK Foundation (2017 ONWARDS)
38,500										X	X		X	X	X	X	X	X	X	X	OL	CIMA -UK Operational
57,500					X		X	X	X	X	X		X	X	X	X	X	X	X	X	ML	CIMA -UK Managerial
89,250	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	IFAC-PF	CIMA -UK PF
18,750																X	X	X	X	X	K	ACCA- F1-F3
34,500										X	X			X	X	X	X	X	X	X	S	ACCA- F1-F9
89,250	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	IFAC-PF	ACCA affiliate/Member
11,250																X	X		X		E-1-07	HNDA-1st year completed
26,750										X	X			X		X	X		X	X	E-02-07	HNDA-2nd year completed
56,750					X	X	X			X	X	X	X	X	X	X	X	X	X	X	E-4-07	HNDA-3rd, 4th year/ completed SLIATE
18,750																X	X	X	X	X	DBF	IBSL-DABF

6. EXAMINATIONS

6.1 Examinations Syllabus

The structure of the first syllabus was originally developed with the technical assistance from CMA Canada (now CPA Canada). The current structure of the syllabus has been developed by a panel of consultants considering International Education Standards (IESs) prescribed by the International Accountancy Standards Board (IAESB) of IFAC. The members of the Institute have to prepare themselves in a manner that will enable them to assume duties not only as Management Accountants but also as members of a Senior Management team.

6.2 Structure of the syllabus

In order to receive the CMA Professional Qualification a candidate has to;

- Complete the study programme
- Speech Craft Programme & Workshop Series
- Gain practical experience specified by the Institute

The Study programme consists of five levels: Level 1 (Foundation), Level 2 (Operational), Level 3 (Managerial), Level 4 (Strategic) and Level 5 (Apex),

all of which comprise twenty-two course units. The Speech Craft Programme & Workshop Series requirement must be fulfilled to become a Passed Finalist. The Practical experience requirement is of three years duration and must be gained while completing or after completing the study programme to receive the membership of CMA.

With effect from March 2018, Foundation Level all examinations are computer based and each subject contains Multiple Choice Questions (MCQs).

With effect from May 2021 examination session onwards Operational and Managerial Level examinations are conducted as computer based exams.

Strategic Level examinations are paper based.

Apex Level will be assessed as follows:

- AL 1: Integrative Case Study (ICS) - Paper based.
- AL 2: Computer Based Applications (CBA) - Computer based.
- AL 3: Speech Craft Programme & Workshop Series - Oral assessments.

6.3 CMA Interim Syllabus Revision 2021

CMA Sri Lanka conducted its first ever interim syllabus revision in year 2021 with the view of improving the relevance and quality of the study programme.

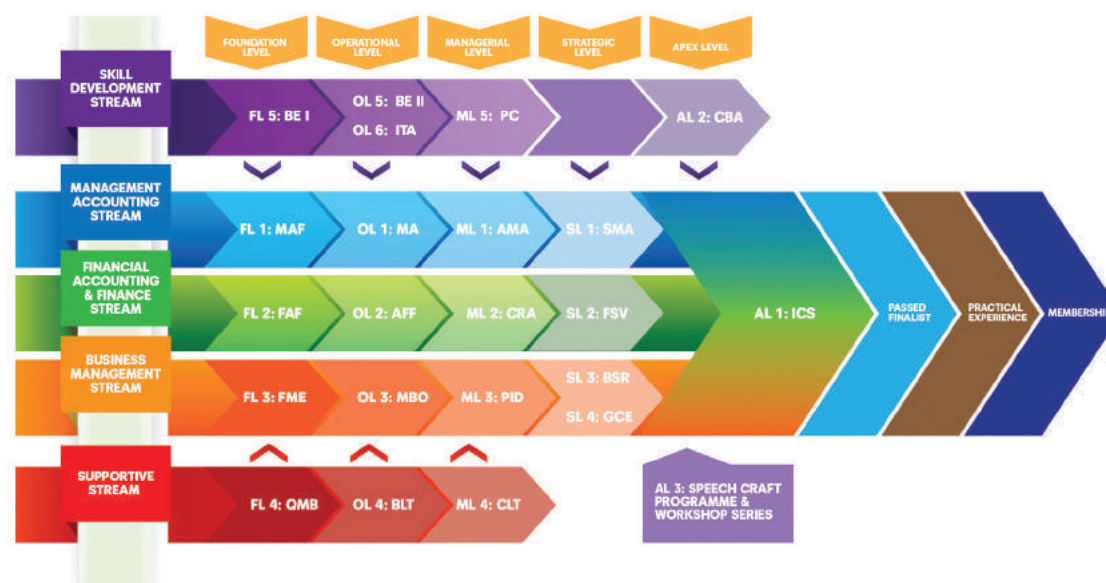
The interim syllabus revision was mainly applied to three course modules in the areas of information technology. The revised course modules are:

- OL6:** Information Technology Applications (ITA)
ML 3: Managing Projects, Information Systems and Data Analytics (PID)

AL2: Computer Based Accounting (CBA)

While OL 6 and AL 2 retain their former titles, ML 3 is revised to expand the technology domain to include a 'Data Analytics'.

Students are advised to refer to the 'CMA Sri Lanka Interim Syllabus 2021' uploaded in the CMA official website for more details.



6.4 Subjects in CMA Professional Programme: 2018 – 2022 & Examination Structure

Code	Subject	Duration of the Exam	Assessment Method
Foundation Level			
Core:			
FL 1	Management Accounting Fundamentals	02	CBE
FL 2	Financial Accounting (70%) & Finance Fundamentals (30%)	02	CBE
FL 3	Fundamentals of Management (60%) & Economics (40%)	02	CBE
Supportive:			
FL 4	Quantitative Methods for Business	02	CBE
Skill:			
FL 5	Business English I	02	CBE
Operational Level			
Core:			
OL 1	Management Accounting	03	CBE
OL 2	Advanced Financial Accounting (70%) & Finance (30%)	03	CBE
OL 3	Managing Business Operations (Operations Management 40%, People Management 30% & Marketing 30%)	03	CBE
Supportive:			
OL 4	Business Law (50%) & Taxation (50%)	04	CBE
Skill:			
OL 5	Business English II	02	CBE
OL 6	Information Technology Applications	02	CBE
Managerial Level			
Core:			
ML 1	Advanced Management Accounting	03	CBE
ML 2	Corporate Reporting & Analysis	03	CBE
ML 3	Managing Projects (40%), Information Systems & Data Analytics (60%)	03	CBE
Supportive:			
ML 4	Corporate Law (50%) & Advanced Taxation (50%)	04	CBE
Skill:			
ML 5	Professional Communication	02	CBE
Strategic Level			
Core:			
SL 1	Strategic Management Accounting	03	PBE
SL 2	Financial Strategy & Valuation	03	PBE
SL 3	Business Strategy (70%) & Risk Management (30%)	03	PBE
SL 4	Corporate Governance (40%), Control Strategy (40%) & Ethics (20%)	03	PBE
Apex Level			
Skill:			
AL 1	Integrative Case Study	03	PBE
AL 2	Computer Based Accounting	03	CBE
AL 3	Speech Craft Programme & Workshop Series	12 sessions (03 hours per session)	Oral assessments

CBE – Computer Based Examination

PBE – Paper Based Examination

6.5 Evaluation

Modes of assessment of course units in the study programme comprises of computer based, written, practical and oral examinations. Composition of the question paper and the scheme of assessment of each course unit are given in the relevant course syllabus. The pass mark for any core or supportive course unit is 50 and the grading scheme is given below. For skill course units grades of evaluation are either a Pass or Fail, where the pass mark is 50.

A 'Certificate of Participation' is issued for AL 3: Speech Craft Programme & Workshop Series.

6.6 Grading Scheme

A	Distinction
B	Good Pass
C	Pass Standard
D	Marginal
E	Failure
F	Bad failure

6.7 Progression to the Levels

The scheme of progression from one level to the next is as follows:

- (a) Students can take a maximum of six (06) course units (Core, Supportive and Skill) from the first three levels at a time, subject to requirements given below:

Course units in:

- Management Accounting stream (FL1, OL1, ML 1 & SL1) and;
- Financial Accounting stream (FL2, OL2, ML2 & SL2) and;
- Law & Taxation (OL 4 & ML 4) and;
- Business English stream (FL5, OL5, & ML 5); follow a logical sequence.

In order to follow a higher level course unit, the corresponding lower level course unit has to be successfully completed.

- (b) Students who wish to apply for the subjects in the next level need to apply together with the balance subjects in the previous level if there's any.

Foundation Level

- Students are required to sit for minimum of three subjects at the first sitting in Foundation Level and balance subjects at the next immediate sitting.
- Students who sit for all subjects at first sitting can repeat failed course units at the next immediate sittings.
- Students who sit for three or four subjects at first sitting shall attempt the balance subjects in the next immediate sitting together with any repeat course units.

- Students have the option of selecting one medium from Sinhala, Tamil or English to take exams in this level.

- Examinations in this level are computer based.

These Computer Based Examinations (CBE) will be conducted in both Centre Based Testing (CBT) where the students are required visit the CMA Computer Centre or via on-line.

Operational Level

- Students are allowed to sit for all the subjects in one sitting or course unit wise subject to the requirements stated in (a) & (b) above.

- Students have the option of selecting one medium from Sinhala, Tamil or English to take exams in this level & examinations are computer based.

These Computer Based Examinations (CBE) will be conducted in both Centre Based Testing (CBT) where the students are required visit the CMA Computer Centre or via on-line.

- A workshop is conducted for ITA module via on-line (through Zoom App.) by the CMA Computer Centre.

Managerial Level

- Students are allowed to sit for all the subjects in one sitting or course unit wise subject to the requirements stated in (a) & (b) above.

- All exams are conducted in English medium in this level & examinations are computer based.

These Computer Based Examinations (CBE) will be conducted in both Centre Based Testing (CBT) where the students are required visit the CMA Computer Centre or via on-line.

- A practical session for ML 3: PID (Project Management, Information Systems & Data Analytics) course unit on 'Data Analytics using Advanced Excel' will be conducted by the CMA Computer Centre.

Strategic Level

- Students are required to successfully complete the core, supportive and skill course units of Foundation, Operational and Managerial Levels prior to progressing to Strategic Level.

- Students need to sit for all subjects at first sitting in Strategic Level. Individual course units can be attempted after the first sitting.

- All exams are conducted in English medium in this level.

- Examinations are paper based and conducted physically.

Apex Level

- All exams are conducted in English medium in this level.
- AL 1: Integrative Case Study (ICS) can be attempted only on successful completion of all four previous levels (Foundation, Operational & Managerial Levels).
And;
Student must have either completed AL 2: Computer Based Accounting (CBA) and AL 3: Speech Craft Programme & Workshop Series prior to applying for the AL 1 course unit OR registered for AL 2 and AL 3 course units at the time of applying for the AL 1 course unit.

AL 1: ICS examination is paper based and conducted physically.

Important Note to Students:

It is important to read the following guides available in the CMA official website to understand the examination procedures.

- * Policies and Guidelines: Computer Based Examinations (CBE) - Foundation Level - Managerial Level.
- * Policies and Guidelines: Paper Based Examination (PBE) - Strategic Level – Apex Level.
- **AL 2: Computer Based Accounting (CBA)** is a specialized skill course which provides a comprehensive theoretical and practical knowledge in the application of a selected accounting software (E.g. SAGE 50) in business data processing with a view to producing financial statements for both internal and external users of accounting information and generating reports that will be of value for managers in the decision making process. The main topics covered in the syllabus are blended with theory and practice together.

Lectures are conducted for this course unit at CMA IT Centre and the course fee is Rs.10,000.00.

This examination can be taken after completing the Managerial Level. This will be comprised of two parts.

- Part I – scenario-based compulsory question.
- Part II – All questions should be answered.

AL 2: CBA examination is computer based.

AL 3: Speech Craft Programme & Workshop Series

Students are required to successfully complete the Speech Craft Programme & Workshop Series in order to become a CMA Passed Finalist.

Students who have completed the Managerial Level are eligible to follow this programme.

Workshop Series consists of 36 hours (12 sessions of three hours each) conducted in two modules; Speech Craft Programme and Life Skills.

Module 01 - (Speech Craft Programme)

- 1) Fellowship and networking development
- 2) Overcoming Fear - becoming a competent speaker
- 3) Structuring the speech effectively
- 4) Evaluate to motivate
- 5) Impact of voice in speeches
- 6) Meeting procedure, leadership role play and planning meetings
- 7) Body language adding value to speech
- 8) Language, grammar and pronunciation
- 9) Effective use & impact of humor in speeches
impromptu speech making / free association

Speech Craft Programme will develop communication, leadership and organizing skills of the participants in a friendly and conducive atmosphere. Speech Craft Trainers will ensure that each participant becomes an effective, confident presenter through a series of activities where everyone has to play varying roles every week.

Module 02 – Life Skills

- 10) IT impact and advancement impacting Accounting profession and affective use of Power Point in speeches
- 11) Team work and time management
- 12) Positive thinking & career path road map

Participation of at least 80% of sessions in Module 1 & 2 is mandatory and a scheme of Continuous oral assessments will be carried out during the workshops.

Course fee is Rs. 10,000.00.

6.8 Organization of the Examination Syllabus

Under the Syllabus structure, the main topics in the course unit together with their relative importance (weight) are specified. Thereafter each topic is elaborated under the terms **focus** and **content**.

Focus specifies the learning outcomes for students. It also serves as a teaching guide to the instructors. Content specifies the subtopics covered under the topics.

6.9 Examination Results

Results of the Computer Based Exams will be released within two (02) weeks of the conclusion of the exam and results of the Paper Based Exams will be released within 50 days of the conclusion of exams. Student can view their results by login to MY CMA Account just after releasing the results and detailed results sheets will be sent to all candidates by post.

6.10 Calculator Usage Guidelines for CMA Professional Programme 2018 – 2022

Following calculator usage guidelines are applicable for the CMA Professional Programme 2018 – 2022.

Types of calculators allowed

- Students are allowed to use scientific, non-programmable calculators for subjects in the CMA Professional Programme 2018 – 2022 where the use of a calculator is applicable including the Integrative Case Study.
- For the Foundation Level on-line examinations, a computer-based scientific calculator will be available at the examination.

Types of calculators not allowed

- Any programmable calculators which are capable of storing text or alphanumeric data.
- Any programmable calculators which are capable of performing operations such as differentiation, integration, algebraic expressions, solutions to a system of equations, etc.
- Calculators with external communication features or internet connectivity.
- Calculators on mobile phones.

Pre-approved list of calculators

Casio fx models except graphing / graphic models.
E.g.

- fx – 100 MS
- fx – 991 ES PLUS
- fx – 991 MS
- fx – 82 MS
- fx – 82 ES PLUS

Important note to students

Students are responsible for getting acquainted with the usage of a permitted type of a calculator and ensuring the performance of the calculator on the day of the examination.

E.g. performance of the battery, solar power, etc.

6.11 Award of Certificates

Students who complete each level will be issued with a certificate in addition to the results sheet as follows.

Level	Certificate awarded
Foundation Level	Certificate in Accounting & Business Studies
Operational Level	Diploma in Accounting & Business Studies
Managerial Level	Advanced Diploma in Accounting & Business Studies
Strategic Level	Strategic Professional Certificate
Apex Level	Passed Finalist's Certificate

7. OPPORTUNITIES FOR CMA STUDENTS AND MEMBERS

7.1. Bachelor of Management Studies - (BMS) Degree of Department of Management Studies of Open University of Sri Lanka

Passed Finalists of CMA Sri Lanka can register for the BMS Degree programme at Level 5.

BMS Degree is of four years duration – structured as Level 3, Level 4, Level 5 and Level 6. Students can specialize in Marketing or Human Resource Management in Level 6. A student who has successfully completed Managerial Level can register and take the courses at Level 5. (He / She has to complete up to Apex Level prior to sitting for Level 6 examination). CMA students have to satisfy Open University criteria regarding Continuing Education Courses in “Computer Literacy” and continuing Education Courses on “English for Academic Purposes”.

At the period of the applications calling for registration of BMS Degree CMA will inform to the eligible students.

Copies of the following are required with the application.

- CMA Registration Card
- National Identity Card
- Detailed Results Sheets of CMA
- G.C.E. O/L, A/L certificates
- Any other qualifications
- Work Experience

Application and documents need to be submitted to the Open University through CMA institute (Examination Division) to get the exemptions from the BMS Degree.

7.2. Degree pathway with Human Resource Management Institute (HRMI)

Students who have completed the CMA Operational Level qualification could pursue the following Bachelor's (Hons.) Degrees offered by University of Northampton, UK delivered at HRMI.

- B.Sc. (Hons.) International Accounting
- B.Sc. (Hons.) Business & Management
- B.Sc. (Hons.) International Logistics & Trade Finance

7.3. Postgraduate opportunities in Sri Lanka

CMA Passed Finalists and Members are eligible to apply for MBA programmes offered by University of Sri Jayewardenepura, University of Colombo and all other State Universities under the prescribed terms and conditions of the Senate of the relevant University.

7.4. Become a Certified Professional Accountant (CPA) in Australia

CMA Passed Finalists are recognized for the Associate status of CPA Australia and need to complete three core subjects and two electives to obtain CPA status.

7.5. Become a double qualified accountant with CMA Sri Lanka and ACCA-UK qualification

ACCA (UK) offers exemptions for eight (08) subjects in their study programme and CMA Passed Finalists need to sit for F8 - Audit & Assurance in Skills and all the subjects in Professional Level of ACCA study programme.

(Note: F7 - Taxation module in ACCA study programme will be exempted for CMA Passed Finalists of 2021 and beyond).

7.6. The following institutions give exemptions and offer facilities for CMA qualifications.

- Institute of Chartered Accountants of Sri Lanka - (ICASL)
- Chartered Institute of Management Accountants – CIMA (UK)
- Chartered Professional Accountants (CPA) - Canada
- Institute of Cost & Works Accountants of India (ICWA-India)
- Institute of Cost & Management Accountants of Pakistan (ICMA-Pakistan)
- Institute of Cost & Management Accountants of Bangladesh (ICMAB)
- Sri Lanka Institute of Advanced Technological Education (SLIATE)

- National Institute of Business management (NIBM)
- Sri Lanka Institute of Marketing (SLIM)
- Sri Lanka Institute of Information Technology (SLIIT)
- Malaysian Institute of Accountants
- University of Sri Jayewardenepura
- University of Colombo
- University of Kelaniya
- University of Jaffna
- Uva Wellassa University
- Sabaragamuwa University of Sri Lanka
- Rajarata University of Sri Lanka
- University of Wayamba
- South Eastern University of Sri Lanka
- Eastern University, Sri Lanka

8. PRACTICAL EXPERIENCE & MEMBERSHIP

8.1 Practical Experience Requirement (PER)

In order to apply for CMA membership, candidates should fulfill a Practical Experience Requirement (PER) of three years which can be acquired while completing or after completion of the study programme.

The three year practical training framework has been designed to develop and demonstrate competent professionalism in accounting, finance and business management. Fulfillment of PER will enable candidates to develop the required knowledge, skills, professional values, ethics, and attitudes under the supervision of a competent mentor/training supervisor. Further, PER focuses on enhancing technical, business, interpersonal communication, and personal skills of candidates.

Documentation of PER is done via the Logbook. Candidates must record their training/work experience in the Logbook on a continuous basis which will be assessed by the mentor/ training supervisor. It is recommended that the work record is certified at least on a quarterly basis. The extent and quality of the practical experience gained will be intensively assessed by the Institute. (Refer CMA Practical Experience Requirement Guide for details).



8.2 Applying for Membership

Associate Membership (ACMA)

Candidates who have fulfilled the requirements of the study programme, including the Speech Craft Programme & Workshop Series and Practical Experience will be considered for award of the Institute's membership after an oral examination (Viva-voce) convened for the purpose.

They are required to submit the following when applying for membership:

- Duly completed Membership Application
- Brief company profile
- Detailed CV
- Service letters from employers
- Duly completed PER Log Book certified with the official seal by the Mentor / Training Supervisor on each page
- Certified copy of the final examination results sheet/certificate.

At the end of each month there will be an oral examination (Viva-voce) held. Those who wish to face the oral interview must submit their application on or before 15th day of the relevant month.

Fees Applicable:

Initial registration fee (including first year subscription) – Rs. 14,500.00

Annual subscription (for 2021) – Rs. 9,000.00

Fellow Membership (FCMA)

After admission to Associate Membership (ACMA), minimum of 5 years Managerial Level Experience is required to apply for Fellowship.

A minimum of 50% of CPD (Continuing Professional Development) hours should be covered from CMA activities.

Minimum CPD Requirement

All CMA members are requested to comply with both annual allocation and the 3 year requirement.

CPD hours	Annual Allocation	3 year Requirement
Verifiable	10	90
Non Verifiable	10	30
Total	20	120

Fees Applicable:

Upgrading fee – Rs. 15,000/-

Annual subscription (for 2021) – Rs. 10,500.00

8.3 AMA Designation

- Students who have completed all the levels in the CMA Professional Programme but not gained the three (03) years Practical Experience are required to apply for AMA Designation.
- Further, students are required to upgrade the AMA designation to Associate Membership (ACMA) within three (03) years of receiving the AMA designation by fulfilling the Practical Experience Requirement of three (03) years as per the PER Guide.

Fees Applicable

Initial registration fee – Rs. 12,000.00

(including first year subscription)

Annual subscription (for 2021) – Rs. 4,500.00

8.4 Certified Accounting & Business Manager - CABM Designation

Eligibility criteria

- Students should have completed the Diploma stage / Intermediate stage / Operational Level exam in the CMA Professional Programme.
- Students should have sat for minimum 03 subjects in Operational Level and completed Operational Level.
- This qualification and Designation will not be applicable to those who obtain full exemptions from CMA exams
- Students should have minimum of 02 years recognized practical training or work experience. (Academics, IT and those working in Management areas will also be considered for the purpose of practical or work experience)

Fees applicable

- Registration fee for new applicants - Rs.7500.00
- Annual subscription fee Rs.3000.00 payable on or before 31st December for the ensuing year.

9. SCHOLARSHIPS

The following scholarships are available to CMA students.

1. Hon. Prof. G.L. Peiris Scholarship for Undergraduates.
2. Hon. Kingsley T. Wickramaratne Memorial Scholarship for Public / Private Sector Employees.
3. The Canadian High Commission Scholarship for School Leavers.
4. Hon Bandula Gunawardhana Scholarship.
5. Prof. Lakshman R. Watawala Founder President's Scholarship for e-Learning.

All selections for scholarships will be done by a committee appointed by the Governing Council and the decision of the selection committee after approval by the Governing Council will be final. The number of scholarships granted will depend on the eligible applicants meeting the required criteria laid down by the Governing Council. All selections for scholarships will be done by the relevant organizations and the

decision after approval by the Governing Council will be final. The number of scholarships granted will depend on the eligible applicants meeting the required criteria laid down by the Governing Council.

The scholarship will include the following:

1. Registration fee and annual subscription for a period of 3 years.
2. Study packs for all stages.
3. Examination fees at first attempt.
4. Assistance to find a firm for practical training.

Note:

Those who wish to apply for a scholarship under any of the above schemes, should register as a student and complete the scholarship application form which can be downloaded from the CMA website, and submit the to the Student Services Division on or before the specified closing date.

10. PRIZES

Prizes are offered for each level. Students who obtain the first, second and third highest total marks at their first attempt at distinction level will be awarded the order of merit prizes.

Certificate of Merit will be awarded to the students who obtain the highest marks at the Apex Level without considering the number of attempts. The decision will be taken by the Governing Council of CMA & it is subject to change.

Founder President Gold Medal will be awarded to the most outstanding student who has completed all exams including the Apex Level.

11. IMPORTANT DATES

For New Students						
	Foundation Level Examination				Operational -Strategic Levels	
Exam Intake	March	June	September	December	May	November
Registration application closing date	31st December in the previous year	31st March in the respective year	30th June in the respective year	30th September in the respective year	31st January in the respective year	31st July in the respective year
Exemptions requests & payments closing date	10th February 2022	10th May 2022	10th August 2022	10th November 2022	25th April 2022	30th September 2022
Examination application closing date	Students are advised to refer to the 'Examination Calendar 2022' that will be published in CMA website.					
Annual Subscription fee is due in 31st December each year and all students should renew their studentship on or before this date to maintain active studentship of CMA.						
Please refer page 27 for the Examination Calendar 2022. (Students are advised to visit the CMA Sri Lanka website for updates).						

12. CMA STUDENT GUILD

History of CMA Student Guild (CSG)

In February 2012, CMA Sri Lanka provided an opportunity to some students to participate in an event organized by the Students' Society in Cochin Chapter, in Kerala, India. These students returned to the island with an ambition of establishing a student body of its kind for our students as well. Need of a student's body was a long-time dream of many CMA students. However, this could not be achieved since they did not have a proper forum or an opportunity to make it a reality.

Finally with the initiative of Professor Lakshman R Watawala – President, CMA Sri Lanka, formed the "CMA Students' Guild" (CSG) to help students to go ahead and beyond their profession. From there onwards, CSG was approaching the students in many ways and was contributing to improve them in their profession. Also Mr. Ruchira Perera, the Chairman of Students and Members Affairs, has been the backbone of the CSG since the inception of CSG.

CSG started with 12 active students, and now it has more than 30 student members exclusive of committee office –bearers.

Highlights of CSG since 2012

Over the years, CSG has been able to conduct many activities to improve the awareness among students about CSG. Our committee members visited a few tuition providers and classes directly on this purpose.

Furthermore, by getting linked with students through social networks like Face book and Twitter, CSG was able to improve the relationship with students and among themselves. Since 2012, some of the highlighted events organized by CSG are given below.

- Indo-CMA Students' Fest 2012
- Blood Donation Campaign 2012
- Seminar on Practical Application of IFRS 2013
- CMA Cricket Carnival 2013
- CMA Students' Fest 2013
- First CSG official T-shirt 2013
- CMA Promotional Campaign in Kandy-2014
- Ice Cream Dansala 2014
- CMA Cricket Carnival 2014
- Revision Program for CMA Examination 2015
- Car Wash 2016
- Launching of CSG official T-shirt 2016
- Outbound Training 2016
- Blood Donation Campaign 2016
- CMA Cricket Carnival 2016
- Flood Donation Campaign 2016
- Launching of CSG official T-shirt 2017
- Revision Program for CMA Examination 2017
- CMA Students Conference 2017
- Car Wash 2019
- CMA Students Conference 2019
- CMA Cricket Carnival 2019

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- Blood Donation Campaign 2016
- CMA Cricket Carnival 2016
- Flood Donation Campaign 2016
- Launching of CSG official T-shirt 2017
- Revision Program for CMA Examination 2017
- CMA Students Conference 2017
- Car Wash 2019
- CMA Students Conference 2019
- CMA Cricket Carnival 2019
- CMA International Student Conference – 2021

The annual International Student Conference was successfully held via online with more than 500 participants from the CMA Sri Lanka and CMA Student Guild.

Heads of international accounting bodies, eminent resources persons from the industry and distinguished guests graced the international student conference.

The ceremonial launch of the student newsletter (August edition) specially designed for the Student Conference was a key highlight of the event.

- CMA students awarded at the SAFA international elocution and quiz competition 2021
Aiming to improve students' speaking skills and knowledge, the South Asian Federation of Accountants (SAFA) organized the elocution and quiz competition for students of the region via online. CMA students, Mr. Pasan Wijayawardane won the 2nd runner-up in the elocution contest 2021 and Ms. Dilani Jayathilake & Mr. Mohan Pirabu Bavan won the championship in the quiz competition 2021.

Link & pathway to CSG

<https://cmastudentsguild.weebly.com/>



13. OTHER COURSES

Certified Hospitality Finance & Management Accountant (CHFMA)

Through the conduct of this professional qualification CHFMA, all those currently employed in the hospitality industry at different levels in the financial, accounting and management accounting sector will be provided the opportunity to obtain a professional qualification specializing in the Hospitality Industry where they will be able to develop the knowledge and skills of those in the accounting and allied fields. This will help the Hospitality industry in its rapid growth and development to build a sustainable pool of qualified accountants, audit staff and finance staff required for the industry.

The ultimate aim of this programme will be to produce specialized accounting professionals for the hospitality industry. In addition to the educational programme, all those registered for the course should undergo a practical training of a minimum of 3 years in the Hospitality Industry as per the laid down Practical Experience Guidelines under a Mentor.

Entry criteria for the course

- Those who have passed 6 subjects in G.C.E. Ordinary Level including English & Mathematics; or
- Those who have one year working experience in Hospitality Industry; or
- Those who have one year working experience in Accounting or Finance field in any industry; can register for the CHFMA course.

14. CMA SRI LANKA MANAGEMENT TEAM

Mr. D W S Narangoda	Chief Executive Officer	ceo@cma-srilanka.org Ext. 112
Mr. L.B.Wattegedara	Consultant - Examinations	lwattegedara_cma@yahoo.com Ext. 130
Mr. Kosala Dissanayake	Consultant	kosala_d@sltnet.lk
Mrs. Sumudu Pagoda	Senior Director – Administration and Operations	directoroperations@cma-srilanka.org Ext. 113
Mrs. Shanthi Maheswaran	Director - Members Affairs	registrations@cma-srilanka.org Ext.120 071 4705536
Mrs. Madumi Perera Ginigaddarage	Director - Examinations	director.examinations@cma-srilanka.org Ext.131
Examination Division		cmaexaminations@cma-srilanka.org 077 0584753
Mrs. Jinandi Chandraratne	Director – Education, Training & Research	director.education@cma-srilanka.org Ext. 154 077 1709688
Education Division		education@cma-srilanka.org / exemptions@cma-srilanka.org Ext. 139 077 0497949
Mr. Prabath Nalinda Thilakarathne	Assistant Director Marketing & Promotions	marketing@cma-srilanka.org Ext : 143
Miss. Oshadi Weerasekara	Manager - Students Affairs	info@cma-srilanka.org Ext. 127 077 8833363
Mrs. Dhushianthy Nallathamby	Manager - Finance	headoffinance@cma-srilanka.org Ext. 119
Miss. Sandeepika Jayatilaka	Senior Manager – Computer Centre	computercenter@cma-srilanka.org Ext. 117 0770574893
Mrs. Ramyani Wickramasinghe	Manager - Administration / Secretary	secretariat@cma-srilanka.org Ext. 116

Examination Calendar 2022 (Foundation Level)

Level	Mode	March Exam	June Exam	September Exam	December Exam
Foundation Level	CBT*	21 st – 31 st March 2022	21 st -30 th June 2022	21 st -30 th September 2022	21 st -30 th December 2022
	ONLINE**	29 th -31 st March 2022	28 th -30 th June 2022	28 th – 30 th September 2022	28 th -30 th June December 2022
Closing date for examination Application-FL		28 th February 2022	25 th May 2022	25 th August 2022	25 th November 2022
Closing date for late examination application -FL		7 th March 2022	31 st May 2022	31 st August 2022	30 th November 2022

*CBT- Center Based Testing, Exam will be conducted at the CMA Computer Center

**Online – Exam can be attempted remotely

Examination Calendar 2022 (Operational Level & Managerial Level)

Level	Mode	June Exam	September Exam	December Exam
Operational Level	CBT*	1 st – 10 th June 2022	1 st – 9 th September 2022	1 st – 10 th December 2022
	ONLINE**	8 th - 10 th June 2022	Not scheduled	8 th - 10 th December 2022
Managerial Level	CBT*	11 th – 20 th June 2022	11 th – 20 th September 2022	11 th – 20 th December 2022
	ONLINE**	16 th -18 th June 2022	Not scheduled	15 th -17 th December 2022
Closing date for examination Application OL-ML		2 nd April 2022	25 th July 2022	25 th October 2022
Closing date for late examination application OL-ML		9 th April 2022	30 th July 2022	31 st October 2022

*CBT- Center Based Testing, Exam will be conducted at the CMA Computer Center

**Online – Exam can be attempted remotely

Examination Calendar 2022 (Strategic Level - Apex Level)

	May Exam	November Exam
Examination Dates		
Strategic Level & Apex Level (Online Exams)	5 th June 2022 (ICS) 28 th , 29 th May & 4 th , 5 th June 2022 (SL)	4 th December 2022 (ICS) 26 th & 27 th November 3 rd & 4 th December 2022 (SL)
Closing date for examination application SL - AL	2 nd April 2022	31 st August 2022
Closing date for late examination application	9 th April 2022	7 th September 2022

– Operational Level and Managerial Level timetable relevant to each student will send along with the admission.

Timetable – May 2022 Examination (Strategic Level & Apex Level)**Strategic Level & Apex Level Examinations will be conducted Online.**

Date	Time	Subject		Level
28 th May 2022 (Saturday)	9.00 am - 12.30pm	401-SMA	Strategic Management Accounting	Strategic
29 th May 2022 (Sunday)	9.00 am - 12.30pm	403-BSR	Business Strategy & Risk Management	Strategic
4 th June 2022 (Saturday)	9.00 am - 12.30pm	402-FSV	Financial Strategy & Valuation	Strategic
5 th June 2022 (Sunday)	9.00 am - 12.30pm	501-ICS	Integrative Case Study	Apex
		404-GCE	Corporate Governance, Control Strategy & Ethics	Strategic

– 15 minutes reading time & 15 minutes software handling time included.

Examination Calendar 2022 (ITA Examination)

	June Exam	September Exam	December Exam
Month of workshop	April/ May	August	October / November
Dates of Examination	25 th – 31 st May 2022	28 th – 29 th August 2022	28 th – 30 th November 2022

Examination Calendar 2022 (CBA Examination)

	May Exam	November Exam
Month of Programme	Every month new batch will start (<i>Pls refer the CMA web</i>)	
Dates of Examination	Will be informed to students during the programme	

Due to the unavoidable circumstances above dates can be changed.

EMPLOYMENT

12. Present Employment (If applicable)

Please mark "x"					
12.1 Govt. Dept.		12.3 Private Sector		12.5 Not Employed	
12.2 Public Corporation		12.4 Self Employed		12.6 Others	

Details of Employment:

Name of Organization	(i)
Office Address	
Designation / Job Title	
Experience in an accounting Environment - Nature of duties and period (If applicable)	

FEES

14. Sum of Rs. was paid at the branch of People's Bank being my initial Registration Fee and Annual Subscription for one year / two years. Duplicate paying - in slip and the Special Payment Voucher are attached. Serial No. of the Special Payment Voucher is

BACKGROUND INFORMATION

15.1. How did you get to know about CMA? ☐ Accredited Education Centers
☐ Newspaper / TV / Radio ☐ Education Exhibition ☐ Through Friend/ Word of Mouth
☐ Through Awareness Programmes Conducted in Schools/Colleges ☐ Banners/Handbills ☐ Other

15.2 Mode of Learning CMA

☐ Self Study ☐ Classes ☐ e-learning

15.3 If you are following classes, pls. specify the name of institute and the Town

DECLARATION

16. I hereby certify that the information given by me in this application is true and correct. I shall abide by decisions of the Governing Council on all matters affecting discipline and examinations. I agree that the Institute has the right to terminate my student registration at any time.

.....
Signature of Applicant

ATTESTATION

17. I certify that Mr/Mrs/Miss who is an officer in my office/ a past pupil/ teacher of my school/ Known to me personally placed his/her signature in this, in my presence today.

Date:

.....
Signature of Attestor Official Stamp

Name of Attestor	
Designation	
Organization/Company/Firm	
Address	

The attestor should be either the employer, member of ICMASL, ICA, CIMA, Attorney-at-law, Government Servant at Officer Level, School Principle/Vice principle/Head Master or Justice of the Peace, whose residential address is different from that of the applicant.

DOCUMENTS

16. Following Documents are annexed

- | | |
|---|--|
| <p>16.1 Certified Photocopies of the Educational/Professional Qualifications under which registration is sought, together with certified photocopies of other Professional/University Qualifications under which exemptions are sought. (i)</p> <p>16.2 Certified Photocopy of Birth Certificate & NIC</p> <p>16.3 Two stamp size (3.0cm x 2.5cm) colour photographs one of which is certified on the reverse by the person who attested the application. (The other photograph is pasted to the application)</p> | <p>16.4 The duplicate of the paying-in-slip for the registration fee and the annual subscription fee together with the special payment voucher obtained from the relevant Branch of the People's Bank upon depositing the money.</p> |
|---|--|

*** 16.5 Special Educational needs and Disabilities – (Please submit Medical and related Educational documents)**

INSTRUCTIONS

- | | |
|--|--|
| <p>(1) This application should be completed in BLOCK LETTERS, LEGIBLY and NEATLY. (2) Full name should be written strictly in accordance with the Birth Certificate. When writing the name with initials "Name" which is the last part of the full name should be written along the dotted line, and initials which denote the other parts of the full name should be written in the cages meant for "Initials"</p> <p>(3) If your name is indicated in different ways in different documents submitted, please submit an affidavit properly attested by a JP. However, your name has to be used in your application strictly in accordance with the Birth Certificate.</p> <p>(4) A married female student using her name together with a part of her husband's name should submit a certified photocopy of her Marriage Certificate.</p> <p>(5) Photocopies submitted should be certified by the attester under his/her official stamp which indicates his/her name and other relevant particulars.</p> <p>(6) When submitting photocopies of Birth Certificate, NIC, G.C.E. A/L & G.C.E. O/L Certificates/ Results Sheets, both sides of the documents should be photocopied and certified.</p> | <p>(7) Photocopies submitted should be neat and clear.</p> <p>(8) Student's copy of the Special Payment Voucher (SPV) endorsed by an Authorized Bank Officer together with the Duplicate Paying-in-Slip should be attached to the application.</p> <p>(9) The SPV used to pay the Registration Fee and Annual Subscription Fee should not be used to make any other payment.</p> <p>(10) Only the two payments mentioned in No.10 above should be made at the time of submitting the "Application For Student registration".</p> <p>(11) Those who apply for Registration under Mature Entry Should submit a letter from the employer,</p> <ul style="list-style-type: none">● indicating the number of years of experience in an accounting environment, the nature of duties performed, and● recommending the applicant for the CMA course of study under Mature Entry. |
|--|--|

IMPORTANT

Please exercise due care to complete the application legibly and neatly. Applications, Completed in illegible/clumsy handwriting, Not fully completed,

- Submitted without necessary documents,
- Submitted without a Special Payment Voucher properly endorsed by an Authorized Bank Officer and the Duplicate
- Paying-in-Slip for the correct Registration fee and Subscription fee,
- Submitted together with a photograph which is not certified, (The photograph not pasted to the application)
- Submitted contrary to the instructions given,

Will not be entertained.

Part B

Those who wish to obtain exemptions from CMA Examination should fill the below details and need to submit the certified copies of transcripts/ confirmation letter

Name & CODE of the University/Institute								
Specialization CODE								
(*CODES relevant to your qualification can be find from Table 01 & Table 02 in next page)								
Year/Level completed (with results)	1	2	3	4		Semester	I	II
Remarks (if any*)								

FOUNDATION	OPERATIONAL	MANAGERIAL
"X"	"X"	"X"
MAF	MA	AMA
FAF	AFF	CRA
FME	MBO	MPI
QMB	BLT	CLT
BE I	BE II	PC
	ITA	

Exemptions fee paid Rs.					
Refer table 01 for applicable fees for your qualification					
SPV No:					
Official use only					
Checked By					
Remark*					

Below details Should be certified by the authorized official of the University/Institute/ATI

NIC :

University Registration Number:

Performance of the Examination

Please confirm the completion of Examinations		Authorized Signature
Year I Semester I	Pending results / successfully completed	
Year I Semester II	Pending results / successfully completed	
Year II Semester I	Pending results / successfully completed	
Year II Semester II	Pending results / successfully completed	
Year III Semester I	Pending results / successfully completed	
Year III Semester II	Pending results / successfully completed	
Year IV Semester I	Pending results / successfully completed	
Year IV Semester II	Pending results / successfully completed	

*Successfully completed indicates that the completion/(pass) of all the subjects/requirements relevant to the semester

Year of studying :

Department :

Degree Specialization :

University :

Duration of the Degree :

Any other Comments

.....
Authorized Signature & Seal from the institute/university /ATI

.....
Date

- All Undergraduate of any state University / SLIATE who wish to obtain Exemptions should submit this letter.
- Graduates/ Fully completed students may submit the Certified copy of final transcript/certificate.
- Professional Qualification holders should submit the certified copies of the certificates issued by the Professional Body. (ICASL, ACCA, CIMA,IBSL,SLIM,CIM)
- AAT Passed Finalists/Members should submit the Exemptions recommendation letter issued by AATSL

Table 01

CODE	Univesity/Insitute	CODE	Univesity/Insitute
USJ	University of Sri Jayewardenepura	CA	Institute of Chartered Accountants of Sri Lanka
UOC	University of Colombo	CIMA	Chartered Institute of managementAccountants -UK
UOK	University of Kelaniya	AAT	AAT Sri Lanka
WUSL	Wayamba University of Sri Lanka	ACCA	ACCA-UK
SEUSL	South eastern University of SL	HNDA	HNDA-SLIATE
SUSL	Sabaragamuwa University of Sri Lanka	HNDBA	HNDBA-SLIATE
UWU	Uva Wellassa Uiversity	HNDBF	HNDBF-SLIATE
UOJ	University of Jaffna	IBSL	Institute of Bankers of Sri Lanka
RUSL	Rajarata University of Sri Lanka	SLIM	Sri Lanka Institute of Marketing
UOR	University of Ruhuna	SLIIT	Sri Lanka Institute of Information Technology
UOP	University of Peradeniya	NIBM	National Institute of Business Management
EUSL	Eastern University ,Sri Lanka	NSBM	National School of Business Management
TR	Trincomalee Campus	VC	Vavuniya Campus
If your Institute /University is not listed above please send your transcripts to exemptions@cma-srilanka.org or contact CMA Registration Division for more information			

Table 02

Specialization/stage/year completed	Specialization CODE	Foundation				Operational				Managerial				Strategic				Fee applicable (Rs)				
Accounting Sp.	ACC	MAF	FAF	FME	QMB	BE I	MA	AFF	MBO	BLT	BE II	ITA	AMA	CRA	PID (MPI)	CLT	PC	SMA	FSV	BSR	GCE	61,500
B. Com Sp.	COM	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X					56,750
Finance/Fin. Mgt. Sp.	FIN/Fin	X	X	X	X	X	X	X	X	X	X	X					X	X				47,250
HRM/Marketing	HRM/Mkt	X	X	X	X	X			X	X	X	X										39,500
Business Mgt.	BM	X	X	X	X	X			X	X	X	X										39,250
BBA Economics Sp.	ECN	X	X	X	X	X			X	X	X	X			X							40,000
Business Admin Sp.	BA	X	X	X	X	X	X	X	X	X	X	X										47,250
Operations Mgt/Estate Mgt	OM/E	X	X	X	X	X	X		X		X	X			X		X					40,000
Val./Public Mgt/ Inter: Bus: B/IBUS	MV/PU	X	X	X	X	X					X	X			X		X					36,000
Bus: Info Sys Sp./business Tech	BSI/BI	X	X	X	X	X					X	X			X							31,250
Banking/Entrepreneurship/Tech	BANK/	X	X	X	X	X					X	X										
Tourism & Hospitality/EBM/	ENT/TH	X	X	X	X	X					X	X					X					44,000
Entre: Development	M/EB	X	X	X	X	X		X		X		X			X							15,000
ENM Degree	ENM	X	X	X	X	X		X		X		X										26,500
1st year completed	D-01		X		X	X					X	X										56,750
2nd year completed	D-02	X	X	X	X	X			X	X	X	X			X		X					30,750
SLIIT-Accounting	ACC	X	X	X	X	X	X	X	X	X	X	X										18,750
AATSL PF (2015 ONWARDS)	AAT-15	X	X	X	X	X		X		X	X											22,750
AAT SL 2010 PF	AAT-10	X	X	X	X	X		X		X	X											48,750
CASL-Business Level II(2020)	BL II- 2020	X	X	X	X					X	X	X			X							89,250
CASL-Corporate Level (2020)	CL- 2020	X	X	X	X	X	X	X	X	X	X	X				X						
CASL-Strategic Level (2020)	IFAC-PF	X	X	X	X	X	X	X	X	X	X	X					X		X			
CASL- Executive Level (2015-2020), CAB II, CA INTER	CA-E	X	X	X	X	X			X	X	X	X										18,750
CASL-BUSINESS LEVEL(2015-2020)	CA-B	X	X	X	X	X	X	X	X	X	X	X				X						47,250
CASL-CORPORATE LEVEL (2015-2020)	IFAC-PF	X	X	X	X	X	X	X	X	X	X	X			X		X		X			89,250
CIMA-FOUNDATION LEVEL BEFORE 2010	FL-10- 18	X	X	X	X	X																18,750
CIMA –UK Foundation (2017 ONWARDS)	FL	X	X			X																11,250
CIMA –UK Operational	OL	X	X	X	X	X	X	X	X		X	X										38,500
CIMA –UK Managerial	ML	X	X	X	X	X	X	X	X		X	X			X		X					57,500
CIMA –UK PF	IFAC-PF	X	X	X	X	X	X	X	X	X	X	X			X		X		X			89,250
ACCA- FL-F3	K	X	X	X	X	X																18,750
ACCA- FL-F9	S	X	X	X	X	X	X	X														34,500
ICCA affiliate/Member	IFAC-PF	X	X	X	X	X	X	X	X	X	X	X			X		X		X			89,250
HINDA-1st year completed	E-1-07		X		X	X				X												11,250
HINDA-2nd year completed	E-02-07	X	X		X	X		X			X	X										26,750
HINDA-3rd, 4th year/ completed SIATE	E-4-07	X	X	X	X	X	X	X	X	X	X	X					X					56,750
IBSL-DABF	DBF	X	X	X	X	X																18,750

Instructions to fill Part B of the Registration Application

1. Please find the relevant code for your University/Institute from Table 01.
2. Please find the relevant code for degree Specialization/the level completed in Professional Exam from Table 02.
3. Please mark the level/stage/year completed with results.
4. Please find the exemption eligible subjects and fee applicable to your qualification from table 02.
5. You may pay the registration fee and exemptions fee using separate SPVs. Duly paid Special Payment Voucher applicable for the exemption fee should be submitted with application. Students need to pay the total amount applicable to the exempted subjects.
6. Also, students can make all of their payments via CMA On-line Payment Gateway at <https://www.cma-srilanka.org/mycma/payments/>

All Communication should be addressed to:

The Secretariat,
Institute of Certified Management Accountants of Sri Lanka,
No: 29/24, Visakha Private Road, Colombo 04.
Tel: 011 2506391, 2507087, 4641701-3
Fax: From any number above Ext : 118
E-mail: secretariat@cma-srilanka.org
Web: www.cma-srilanka.org