

**(NBAA)**  
**THE NATIONAL BOARD OF ACCOUNTANTS AND AUDITORS**  
**TANZANIA**



**CHALLENGES DISCOVERED IN THE EXAMINATION MANAGEMENT SYSTEM**

<b>S/N</b>	<b>CHALLENGE</b>	<b>HOW TO ADDRESS</b>
1.	Candidates with withdrawn/failed cases are getting a challenge when they want to re-register for the examinations	These candidates are supposed to pay the required subscription fees and examinations as repeated subject fees.
2.	Existing candidates are getting a challenge when they want to apply for the examinations	The existing candidates are not required to apply for the new candidacy registration as well as exemption. They are required to register for examinations only.
3.	Applying for examinations for the February 2020. Candidates are registering for mid-session examinations through a wrong window.	Candidates who are already registered by NBAA and want to register for the February 2020 mid-session examinations are required to go directly to the mid-session window. Do not use the CPA (T) Equivalent Window.
4.	Graduates from the recognized higher learning institutions. Graduates coming from the NBAA recognized higher learning institutions register for the examinations in wrong levels	Graduates who majored in accounting from the NBAA recognized institutions (year 2015 to date) are required to go direct to the Intermediate Level.

5.	Continuing candidates who register for examinations without completing the prior examination level. Some candidates register for the examinations of a higher level without completing the lower/prior examination level.	Continuing candidates who wish to sit for proceeding examinations levels are required to register also for the remained subjects in the prior level. For instance, if a candidate is remained with one subject at the Intermediate Level will not be accepted to register for the Final Level without registering also for the remained subject in the Intermediate Level. Candidates are allowed to sit for two examination levels but with a maximum of five subjects including those of the prior level.
6.	Continuing candidates registering for the examinations without updating their personal details.	Continuing examination candidates are required to update their personal details including the attachment of the required passport before starting to apply for the examinations.
7.	Poor quality pass port photos. Applicants are attaching pass port photos with poor quality.	Make sure that the passport photo attached to the application has been taken under the specifications provided.
8.	Pending applications from MEMS	Some applications have remained in pending status due to one of the following reasons: - <ul style="list-style-type: none"> <li>- A candidate has failed to attach the required current passport size photo</li> <li>- Some of the required transcripts are missing</li> <li>- Unpaid bill especially 20,000 for application processing fee (form fee)</li> <li>- Wrong entry of mobile numbers i.e a mobile number <b>SHOULD NOT</b> start with +</li> <li>- Unpaid total bill</li> <li>- Unpaid subscription fee</li> </ul>

For any enquiry, please contact the undersigned:

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**12<sup>th</sup> February 2020**

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