



ICPAR

Unlimited possibilities



Technical Level

Audit and Assurance (AA1.4) Syllabus

Institute of Certified Public Accountants of Rwanda

December 2025

CPA
RWANDA



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1. Welcome and foreward

Welcome to the ICPAR CPA qualification syllabus for Audit and Assurance. This syllabus is part of the ICPAR CPA qualification program. CPA qualification seeks to boost and increase national skilled as per the National Strategy for Transformation 2 (NST2) and it answers global skills needs as well. This qualification is therefore locally relevant and internationally benchmarked to ensure global recognition and marketability of CPA (R) qualification holders.

The new CPA (R) Qualification generally has been developed to respond to local needs and emerging initiatives in the country and to allow mobility of our Professionals, international accounting standards and benchmarking of foreign qualifications were considered.

This syllabus is a product of research and careful benchmarking against globally recognized qualifications. The International Federation of Accountants (IFAC) International Accounting Education Standards (IESs) were considered during the development of this syllabus. Different stakeholders within and outside the country played a leading role in the development of this syllabus.

Establishing this qualification not only enables us to meet the national goal stated above but it will provide opportunity for us to fulfill the ICPAR legal mandates as outlined in the Accountants Law Number 11 of 2008. I wish to note that consistent with our strategic vision and mission, this syllabus will serve as an important instrument for meeting the goals we have set out to fulfill.

The syllabus is a key document showing exactly what needs to be learned to pass the exam. This document will also show how the syllabus is examined and where this syllabus sits within the overall qualification structure.

I sincerely thank the Government of Rwanda and the development partners who contribute to the PFM Basket Fund for funding this program. I'm truly grateful to all who contributed towards making this process a success. This is just the beginning of a long journey. We look forward to your continued active participation in the development and growth of the accountancy profession in Rwanda and beyond.

FCPA Obadiah R. Biraro

President

December 2025

2. Introduction to the CPA Qualification

The Institute has developed a CPA qualification to meet its strategic objective of strengthening its qualification framework with the aim of providing the competencies that the graduates require to be at the service of the economy. The objective of CPA qualification is to enhance the learning and the employability of students. It intends to create a learning system that enables learners to acquire skills and competencies which are locally relevant and internationally recognized that are in high demand by employers all over the world. This has never been more important with the pace of change increasing and traditional roles being redefined by technology and digital advances.

This CPA Qualification was a result of a national needs assessment exercise that was carried out and aligns with global accountancy needs for professional accountants. In addition to this syllabus, students are also encouraged to use other documents for the qualification such as the Learning and Assessment strategies that show students how to approach the learning materials and exams in bid to ensure that they have a thorough understanding of what is required for them to pass their exams.

Other important documents for the qualification include: Transition Rules that shows how existing students will transition from old to the new CPA qualification; New Exemption Policy for the CPA Qualification; Benchmarking Report that shows how the New CPA compares with other local and international accountancy qualifications and the Practical Experience Requirements (PER), which details the pathway to ICPAR membership. The new CPA (R) also introduced two pathways of business and public sector and it presents opportunities of dual/multiple membership.

3. Intellectual level and learning hours

Intellectual level

The syllabus is designed to progressively broaden and deepen the knowledge, skills and professional values demonstrated by the student on their way through the qualification.

The specific capabilities within the detailed syllabuses and study guides are assessed at one of three intellectual or cognitive levels:

ICPAR Qualification Level	Description	Rwandan Qualification Framework
CPA Technical Level	Knowledge and comprehension	Level 6 – Diploma in HE
CPA Operational Level	Application and analysis	Level 8 – Bachelor's Degree with Honours
CPA Strategic Level	Synthesis and evaluation	Level 9 – Master's Degree

Very broadly, these intellectual levels relate to the three cognitive levels at which the CPA Technical Level, the Operational Level and the Strategic Level exams are assessed.

Learning hours

The CPA qualification can be achieved via self study and by tuition either full time or part time study and is open to a wide range of candidates with differing educational and professional backgrounds. Taking into account the diverse backgrounds and learning delivery for candidates on the CPA qualification learning hours are set as a guide to recommend how long an average candidate would take to complete the learning involved in the syllabus. For Audit and Assurance it is recommended that a candidate will take approximately 70 hours to learn the content and successfully pass the assessment.

4. Structure of the CPA Qualification

Audit and Assurance is one of four exam subjects required to be passed at the Technical Level of the ICPAR CPA Qualification. The full structure of the ICPAR CPA Qualification is shown below.

Technical Level	Operational Level	Strategic Level	Professional Level
<ul style="list-style-type: none">Financial AccountingManagement AccountingTaxationAudit and Assurance	<ul style="list-style-type: none">Ethics, Law and GovernanceDigital FinanceFinancial ManagementFinancial ReportingAdvanced Taxation	<ul style="list-style-type: none">Advanced Audit and AssuranceStrategic ManagementAdvanced Financial Reporting	<ul style="list-style-type: none">Test of Professional Competence for Public Sector PathwayTest of Professional Competence for Business
		Optional pathway 1: Public Sector <ul style="list-style-type: none">Advanced Public Financial ManagementManaging Performance in Public Sector	
		Optional pathway 2: Business <ul style="list-style-type: none">Managing Business PerformanceAdvanced Financial Management	

5. Structure of the assessments

The syllabus is assessed by a three-hour examination.

The examination has one compulsory section. It comprises of 50 multiple choice (pick one from four) to include at most 10 complex multiple choice.

Total 100 marks

6. Introduction to the syllabus

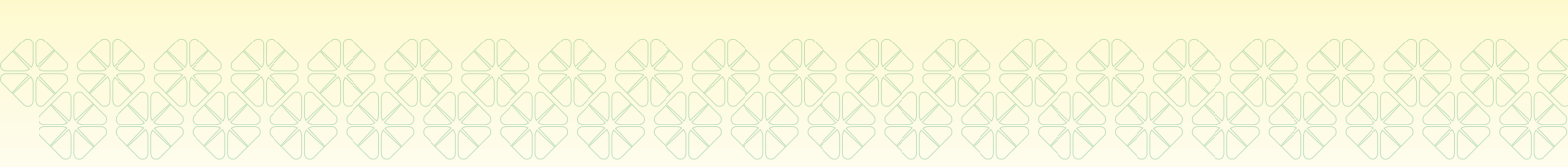
To develop knowledge and understanding of the principles of external audit and the audit process and technical proficiency in the skills used for auditing financial statements.

7. Key Competencies

- A. Demonstrate an understanding of the legal and professional standards required for an external auditor.
- B. Demonstrate an understanding of the organisation's external auditing procedures.
- C. Demonstrate an understanding of a range of auditing techniques and know which to use when planning audits on different aspects of the system.
- D. Demonstrate an understanding of a range of audit documentation and recognise the appropriateness.

8. Units

- A. Demonstrate an understanding of the legal and professional standards required for an external auditor.
 - 1. Explain the legal and ethical duties of auditors, including the content of reports and the definition of proper records.
 - 2. Explain the liability of auditors under contract and negligence including liability to third parties.
 - 3. Explain the relevant legislation and auditing standards
 - 4. Define audit risk and how it applies to external audit.
 - 5. Define materiality and explain its application in auditing.

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- B Demonstrate an understanding of the organisation's external auditing procedures.
1. Describe the organisation's systems and the external auditing procedures.
 2. Describe the features of accounting systems including purchases, sales, stock, expenses, statement of financial position (balance sheet) items and payroll.
 3. Identify principles of control and when they should be used including separation of functions, the need for authorisation, recording custody, vouching and verification.
- C Demonstrate an understanding of a range of auditing techniques and know which to use when planning audits on different aspects of the system.
1. Describe the different verification techniques that can be used and explain what type of item could be audited by this method. Methods to include physical examination, reperformance, third party confirmation, vouching, documentary evidence and identification of unusual items.
 2. Identify different sampling techniques used in auditing and describe where these could be used including confidence levels, selection techniques including random numbers, interval sampling and stratified sampling.
 3. Explain tests of control and substantive procedures and their links to the audit objective.
 4. Explain the auditing techniques that should be used in an IT environment.
 5. Explain how management feedback, that includes systems weaknesses, clerical/accounting mistakes, disagreement regarding accounting policies or treatment, can be used when planning an audit.
- D Be able to help participate in audit planning by accurately identifying areas to be verified and any associated risks.
1. Identify the accounting systems under review and accurately record them on appropriate working papers.
 2. Correctly identify the control framework.
 3. Accurately assess risks associated with the accounting system and its controls.
 4. Correctly record significant weaknesses in control.
 5. Identify account balances to be verified and the associated risks.
 6. Select an appropriate sample for testing.
 7. Select or devise appropriate tests in accordance with the auditing principles and agree them with the audit supervisor.
 8. Provide clear information and recommendations for the proposed audit plan, and submit it to the appropriate person for consideration.

E Undertake an audit under supervision

1. Conduct tests correctly, properly record test results and draw valid conclusions from them as specified in the audit plan.
2. Establish the existence, completeness, ownership, valuation and description of assets and liabilities and gather appropriate evidence to support these findings.
3. Identify all matters of an unusual nature and refer them promptly to the audit supervisor.
4. Identify and record material and significant errors, deficiencies or other variations from standard and report them to the audit supervisor.

F Prepare draft reports for approval.

1. Prepare and submit clear and concise draft reports illustrating constructive and practicable recommendations in line with organisational procedures.
2. Discuss preliminary conclusions and recommendations with the audit supervisor and gain approval from the audit supervisor.
3. Follow confidentiality and security procedures at all times.

9. Further information and next steps for the student

Identifying further sources of information and relevant information to share with ICPAR students.



Contact Us

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