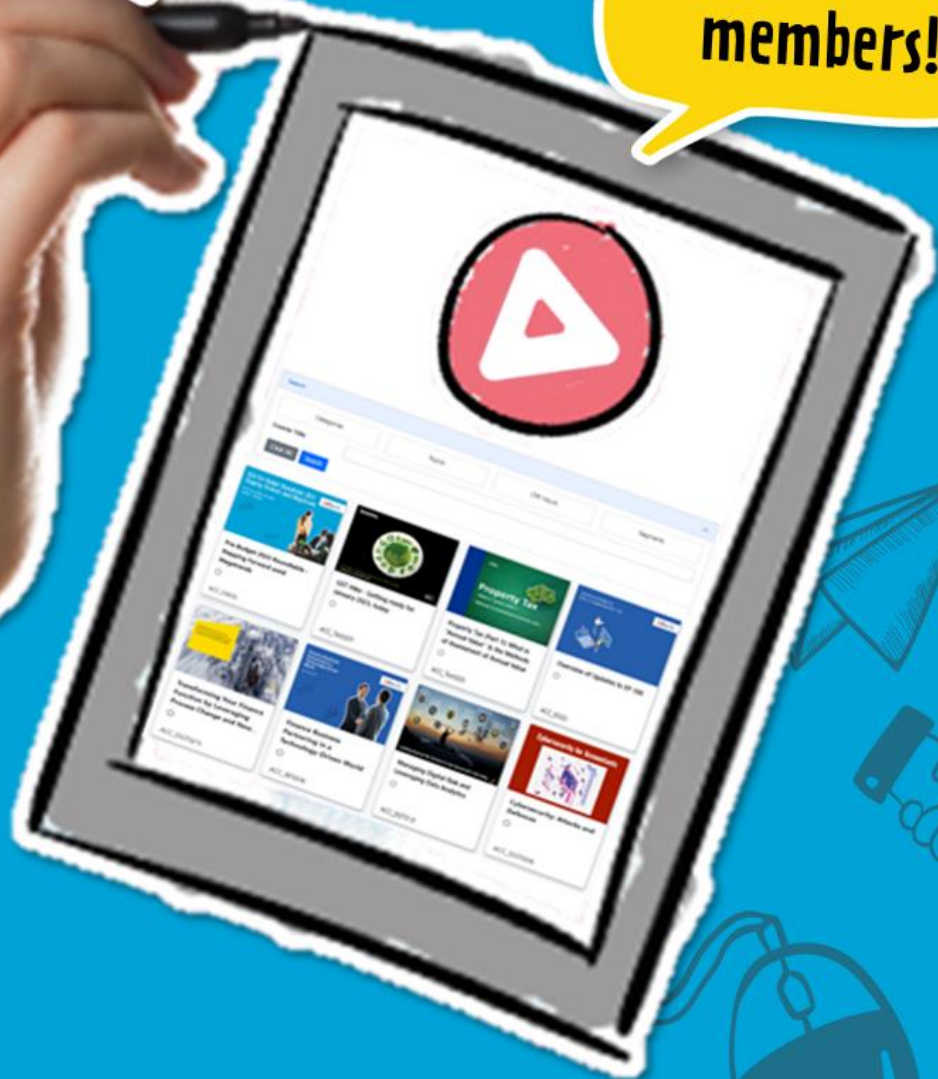


User Guide to ISCAccountify Registration

For non-ISCA members!



1. Access the ISCAccountify page [here](#). Click on the 'Log in' button if you are an existing ISCAccountify user. Otherwise, click on the 'Subscribe' button for new subscribers.

The screenshot shows the ISCAccountify website. At the top, there is a navigation bar with links for ISCA Cares, Membership, ISCA Academy, Member Support, Resource Library, Standards & Guidance, and About Us. Below the navigation bar, there is a breadcrumb trail: Home / ISCA Academy / ISCAccountify. The main content area features a large banner with the ISCAccountify logo and the text "SUBSCRIPTION-BASED LEARNING MODEL" and "Bite-sized | Anytime | Anywhere". To the right of the banner is an image of a tablet displaying the ISCAccountify interface. Below the banner, there are three subscription options for new subscribers: "ISCA member" for \$180 a year, "Non-ISCA member" for \$260 a year (highlighted with a red box), and "Group of 10 & more" with a 30% discount. To the right of these options is a "Log in" button for existing users and a "Download User Guide" link. Each subscription option has a "Subscribe" button.

URL: <https://isca.org.sg/accountify>

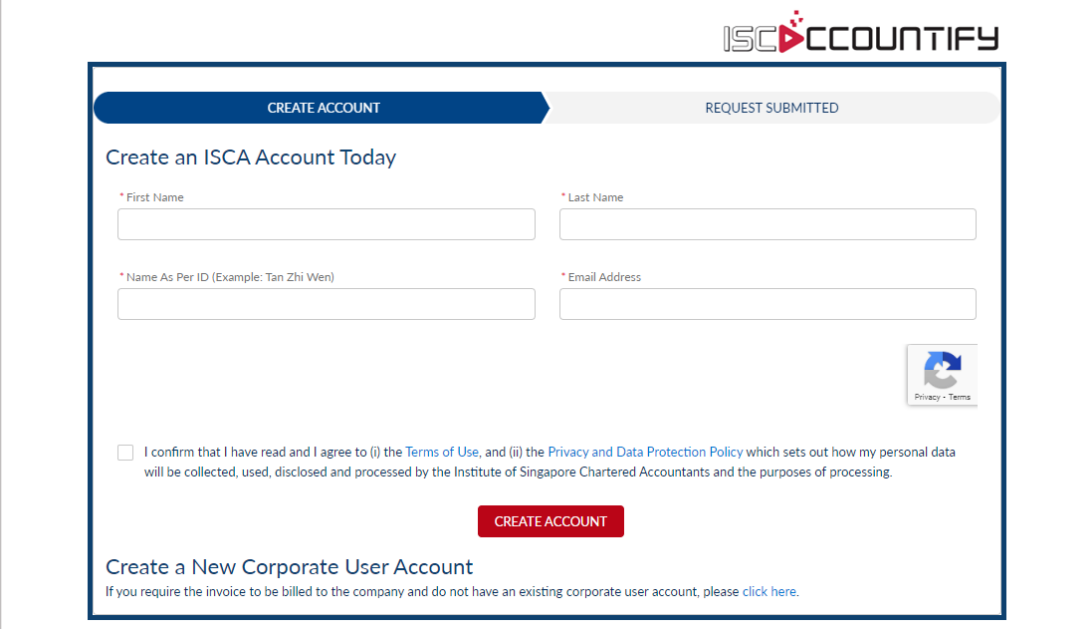
2. If you do not have an existing account, proceed to 'Create an Account Today' and follow **Steps 3 to 6**. If you already have an existing ISCA account, proceed to 'SIGN IN' and skip ahead to **Step 7**.

The screenshot shows the ISCAccountify login page. At the top, there is the ISCA logo and the text "INSTITUTE OF SINGAPORE CHARTERED ACCOUNTANTS". Below the logo, there is a large "ISCAccountify" logo. The main content area features a login form with the text "Have an ISCA account? Login to access ISCAccountify." The form has two input fields: "Email Address" and "Password". Below the input fields is a red "SIGN IN" button. Below the "SIGN IN" button is a link for "Forgot Your Password?". At the bottom of the form, there is a link for "Don't have an ISCA account?" and a button for "Create an Account Today".



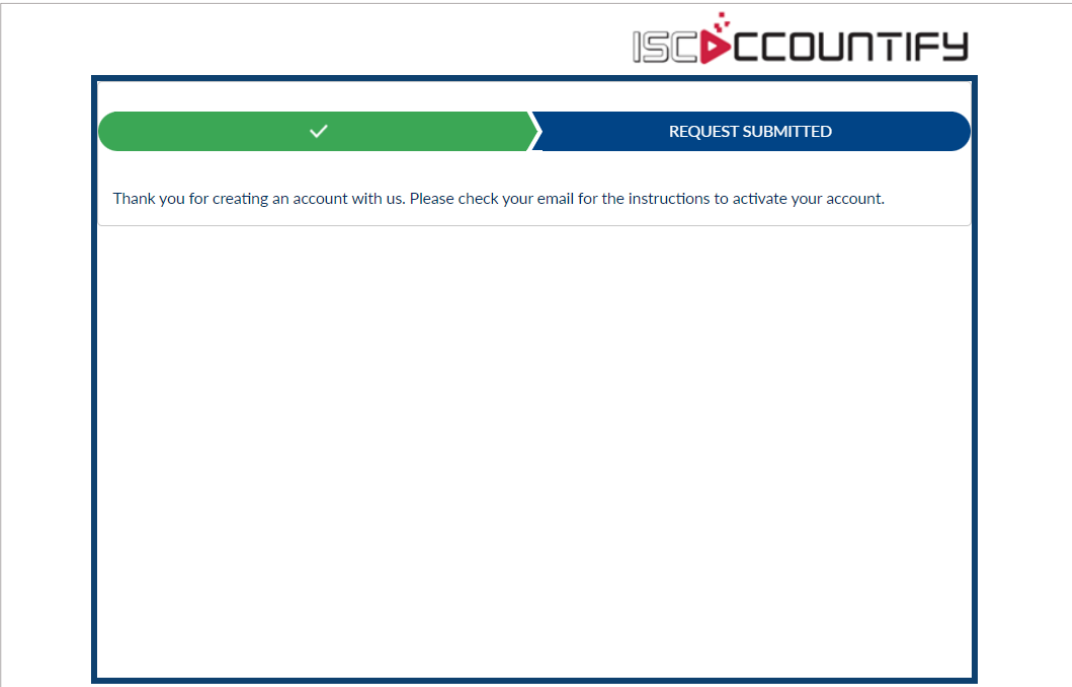
Step 3 to 6: Creation of ISCA Account

3. Fill in your details, tick to agree the terms and proceed to 'Create Account'.



The screenshot shows the ISCA Account Creation form. At the top right is the ISCA ACCOUNTIFY logo. Below it, there are two tabs: 'CREATE ACCOUNT' (active) and 'REQUEST SUBMITTED'. The main heading is 'Create an ISCA Account Today'. The form contains four input fields: 'First Name', 'Last Name', 'Name As Per ID (Example: Tan Zhi Wen)', and 'Email Address'. There is a 'Privacy - Terms' link with a circular arrow icon. A checkbox is present with the text: 'I confirm that I have read and I agree to (i) the Terms of Use, and (ii) the Privacy and Data Protection Policy which sets out how my personal data will be collected, used, disclosed and processed by the Institute of Singapore Chartered Accountants and the purposes of processing.' Below the checkbox is a red 'CREATE ACCOUNT' button. At the bottom, there is a link to 'Create a New Corporate User Account' with a note: 'If you require the invoice to be billed to the company and do not have an existing corporate user account, please [click here](#).'

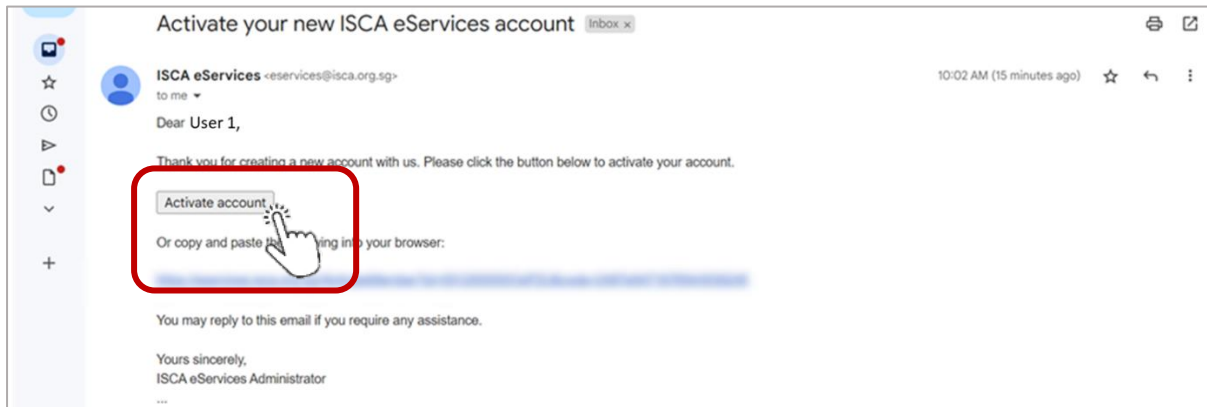
4. After you have created an account, an email will be sent to the email address you have entered in Step 3 above to 'Activate account'.



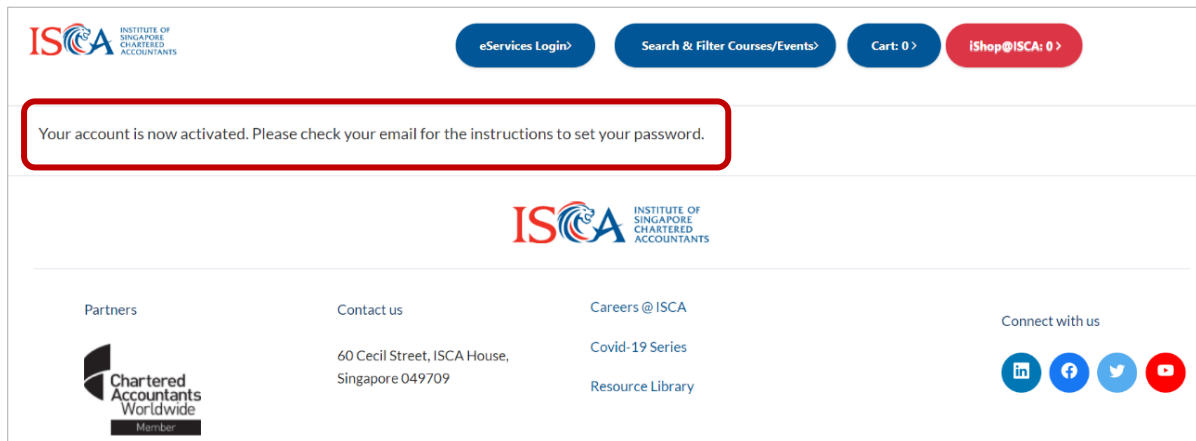
The screenshot shows the ISCA Account Confirmation page. At the top right is the ISCA ACCOUNTIFY logo. Below it, there are two tabs: a green tab with a checkmark and 'REQUEST SUBMITTED'. The main text reads: 'Thank you for creating an account with us. Please check your email for the instructions to activate your account.'



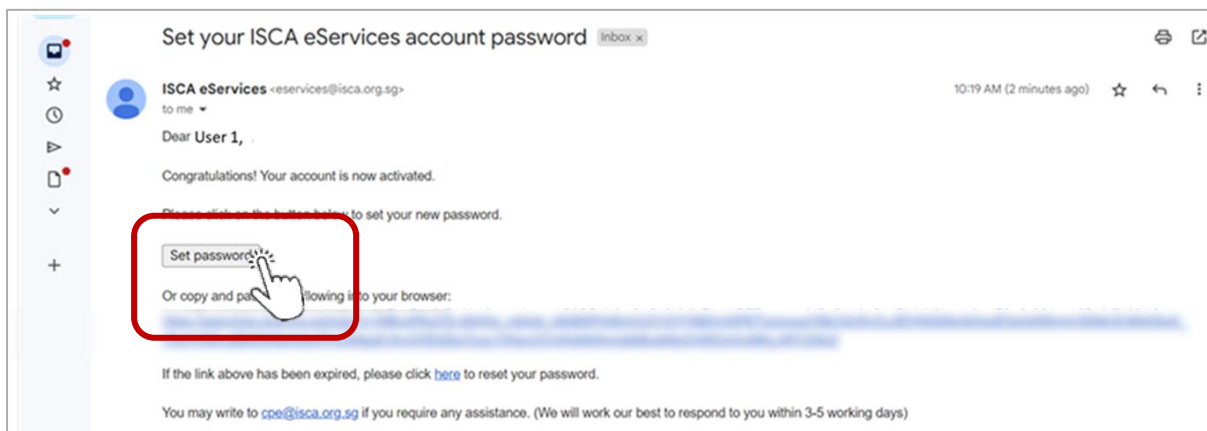
Click 'Activate account' in the email.



5. Once you have activated your account, you will see the message below. Now check your email for the instructions to set your password.



6. Click "Set password" in the email.



Proceed to set a new password.

ISCA INSTITUTE OF INDEPENDENT CHARTERED ACCOUNTANTS

User 1

Non member

User1@gmail.com

My Account

My Profile

Change Password

For less than 10¢/day, help a needy youth

ISCA CARES

Apply for Membership/Credential

Apply for Registered Foreign Professional Accountants

Professional Qualification (PQ) Portal

Change Password

New Password

Confirm Password

Change Password

Your account password must be between 8 and 15 characters long. They must include:

- Uppercase and lowercase letters
- Numbers

Keep in mind that:

- You will not be able to reuse the last 3 passwords
- Your password cannot contain symbols such as !@#%*^&*()
- Your password cannot contain your email address

As a best practice, we recommend that you change your password on a regular basis.

Registration of ISCAccountify

- Now that you are signed in to **ISCA eservices**, proceed to access the **ISCAccountify** page [here](#). Click on the 'Subscribe' button.

ISCA INSTITUTE OF INDEPENDENT CHARTERED ACCOUNTANTS

ISCA Cares Membership ISCA Academy Member Support Resource Library Standards & Guidance About Us

Home / ISCA Academy / ISCAccountify

Bookmarks A A

ISCAccountify

SUBSCRIPTION-BASED LEARNING MODEL

Bite-sized | Anytime | Anywhere

For new subscribers:

- ISCA member: S\$180 a year
- Non-ISCA member: S\$260 a year
- Group of 10 & more: 30% discount (For both ISCA members and non-members)

For existing users:

- Log in
- Download User Guide

URL: <https://isca.org.sg/accountify>



8. Click 'Continue'.

ISCACOUNTIFY

ISCAccountify is a subscription-based learning model that meets the changing expectations of professional development. With a yearly subscription fee, subscribers will be able to access more than 150 curated e-learning clips spanning across different topics, and fulfil their CPE requirements at their own pace.

For a year's subscription:

- S\$180* (ISCA members)
- S\$260* (non-ISCA members)

*Fees quoted exclude prevailing GST (Goods and Services Tax) rate

Continue

9. If you have a valid promo code, input in the 'Enter Coupon/ Voucher Code' field and click 'Apply'. Proceed to declare your place of residence (for Goods and Services Tax (GST) purpose) and click 'Checkout' to follow the instructions to make payment.

Cart

No.	Description	Amount	Total	Remove
1	ISCACOUNTIFY	\$260.00		
	Less: Voucher ()		(\$52.00)	

Enter Coupon/Voucher Code: **Apply**

[Click here to view your voucher\(s\)](#)

*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"](#)

SubTotal \$208.00
GST (8%) \$16.64
Total Amount Payable \$224.64

[Back To Course & Events](#) **Checkout**

*You have completed the first step of your ISCAccountify journey!
Login now to start your learning experience!*

*Download the **User Guide to ISCAccountify** [here](#) – it will show you the tips to navigate the platform best and select your favourite courses.*

