



商貿普通話課程

Programme Code: P100119

目標	加強日常會話與基本專業詞匯；以及進一步糾正學員發音及改善表達能力，提高普通話會話能力和流利程度。
對象	適合具備普通話語音基礎及基本普通話會話和聆聽能力的學員。
日期	2010年1月19日至2月23日(逢星期二)(除2月16日外)
時間	7:00 p.m. - 9:30 p.m. (最後一堂 7:00 p.m. - 9:00 p.m.)
課程時數 / 專業進修小時	5堂, 共 12 小時
導師	楷博語言培訓之經驗導師
教材	《商貿普通話教材》
地點	灣仔灣仔道 165-171 號樂基中心 2 樓 206 室 (港鐵灣仔站 A3 出口)
費用	HK\$880
名額	最少 15 人(必須為香港會計師公會之會員)
截止報名日期	2010年1月8日

初級普通話課程

Programme Code: P100118

目標	培訓學員普通話語音基礎，及掌握日常生活及工作常用之會話能力。
對象	適合沒有普通話基礎，或希望打好普通話基礎的人士。
日期	2010年1月18日至3月8日(逢星期一)(除2月15日外)
時間	7:00 p.m. - 9:30 p.m. (最後一堂 7:00 p.m. - 10:00 p.m.)
課程時數 / 專業進修小時	7堂, 共 18 小時
導師	楷博語言培訓之經驗導師
教材	《初級普通話教材》
地點	灣仔灣仔道 165-171 號樂基中心 2 樓 206 室 (港鐵灣仔站 A3 出口)
費用	HK\$1,125
名額	最少 15 人(必須為香港會計師公會之會員)
截止報名日期	2010年1月8日

HONG KONG INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS

CPD ENROLMENT FORM (For Putonghua Course)

To confirm your CPD booking, just log on to "MyCPA" at <http://www.hkicpa.org.hk>

Operation & Finance Department,
Hong Kong Institute of CPAs,
37/F, Wu Chung House, 213 Queen's Road East, Hong Kong

FOR OFFICE USE

Payment & Enrolment Status Enquiry: 2287 7381
e-mail: finance@hkicpa.org.hk
Fax : 2893 9853

Course Information Enquiry: 2287 7233
e-mail: cpd@hkicpa.org.hk

Deadline: 7 working days before the date of the programme

No.	Membership		Full Name of Participant(s) (Block Letters)	Company	CT System ⁽²⁾	Programme Code	Fee (HK\$)
	No.	Status ⁽¹⁾					
1							
2							
3							
4							
5							
Total (HK\$)							

Contact Person : _____ Tel No. : _____ Fax No. : _____ E-mail : _____

Payment Method (Please tick the appropriate box)

<input type="checkbox"/> Cheque (payable to "Hong Kong Institute of Certified Public Accountants")																				
Cheque No.:	Bank:																			
<input type="checkbox"/> Visa / Master Credit Card	Card Number : <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center; width: 100px;"><tr><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td><td style="width: 15px;"> </td></tr></table>																			
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- Notes:**
1. Membership Status: **NP** = Non-Practising, **P** = Practising, **IA** = International Affiliate, **S** = Student, **HKIAAT** = HKIAAT Student or Member, **GAA** = GAA Passport holder, **NM** = Non-Member.
 2. Please put a "✓" in this column to indicate you wish to register by Computerized Ticketing System. Instead of a ticket you will receive a confirmation receipt by post. Details of the system can be found at <http://www.hkicpa.org.hk/membership/cpd/ticket.php>.
 3. All applications are on a first-come-first-served basis. In the event of over-subscription, priority will be given to members and students of HKICPA.
 4. Application by fax will ONLY be accepted when payment is made by Visa/Master credit card. Please ensure all the particulars relating to payment are completed, otherwise the application cannot be processed. There is NO need to send in the enrolment form again if it has already been faxed to the Institute.
 5. Cheque(s) should be made payable to "Hong Kong Institute of Certified Public Accountants". Please issue SEPARATE CHEQUE for each event.
 6. Successful applicants will receive admission ticket or confirmation notice (for those who opt for Computerised Ticketing System) at least 3 working days before the event. Unsuccessful applicants will also be notified around the same time. If you have not heard from the Institute regarding your registration 2 days before the event and if you have other enquiries related to the programme, please make enquiry at 2287 7233 or 2287 7098.
 7. NO REFUND/CANCELLATION will be entertained after the application is processed. If you are unable to attend the enrolled programme, you may nominate a substitute to take your place, provided that the Institute is notified in writing at least two working days prior to the event date.
 8. All scheduled events will be cancelled and postponed to a date to be announced in the event of typhoon signal no. 8 or above or if a Black Rainstorm warning is hoisted. For details of bad weather arrangement for CPD programmes, please refer to the Institute's homepage.
 9. The Institute reserves the right to change the venue, date or speaker of the event due to unforeseen circumstances.
 10. All personal data collected from the enrolment process, and administration of the CPD Programmes will only be used for the purpose of the administration of the course on which members are enrolled.

Please fill in the following label CLEARLY for mailing of admission ticket:

Name :	Name :
Company :	Company :
Address :	Address :