



# Financial Controllership Programme

The *Financial Controllership Programme* (**FCP**) combines face-to-face learning, experience sharing and case studies for interactive participation. There are 5 modules, each lasting for 2 to 4 days with classes to be run on Saturdays (or Sundays), constituting a 16-day programme. All 5 modules are compulsory components of the programme, the schedule is as follows:

FCP (all modules)	Day 1	Day 2	Day 3	Day 4
<b>Accounting for Performance and Decision Making</b>	9-Jan-21 (Sat)	23-Jan-21 (Sat)	6-Feb-21 (Sat)	
<b>Management Competency Development</b> <i>Note</i>	20-Feb-21 (Sat)	27-Feb-21 (Sat)	20-Mar-21 (Sat)	27-Mar-21 (Sat)
<b>Strategic Finance</b>	24-Apr-21 (Sat)	8-May-21 (Sat)	15-May-21 (Sat)	
<b>Risk Management and Corporate Governance</b> <i>Note</i>	31-Jul-21 (Sat)	7-Aug-21 (Sat)	21-Aug-21 (Sat)	28-Aug-21 (Sat)
<b>Business Ethic</b> <i>Note</i>	18-Sep-21 (Sat)	25-Sep-21 (Sat)		

*Note: The class schedules are tentative.*

Enrol now		Enquiries: 2287-7326
<b>Programme:</b>	Financial Controllership Programme	
<b>Time:</b>	9:30 a.m. to 5:30 p.m. (including 1-hr lunch)	
<b>Venue:</b>	HKICPA training center and other training venues	
<b>CPD hours:</b>	112 CPD hours (16-day x 7 hours/day)	
<b>Medium of instruction:</b>	English	
<b>Teaching professionals:</b>	Experienced facilitators will share with participants their expertise and insights in different subject areas.	
<b>Admission requirements:</b>	HKICPA member with at least 5 years of post-CPA qualification work experience. Practical experience is highly desirable for participants to benefit fully from the FCP.	
<b>Fee:</b>	<del>HK\$32,000</del> <b>HK\$28,800</b> (early bird discount of 10% applies if registration is completed by 31-Dec-2020)	
<b>Enrolment deadline:</b>	4 January 2021	
<b>Enrolment procedures:</b>	Enrolment application by ✓ online enrolment ✓ e-mail: fcp@hkipa.org.hk ✓ post	
<b>Award:</b>	FCP certificates will be awarded only to those participants who have successfully completed the whole programme (i.e. 5 modules), achieving at least 80% attendance of all modules and satisfactorily completed a programme assignment.	
<b>Recognition by CIMA:</b>	FCP graduates will only need to pass CIMA/CGMA's final Strategic Case Study Exam and meet practical experience requirements to obtain CIMA membership and CGMA designation.	
<b>Points to note:</b>	<ul style="list-style-type: none"> <li>• Cancellation is not allowed once an enrolment application is successfully processed.</li> <li>• Enrolment may be subject to selection criteria. All enrolment applications are subject to the Institute's final approval.</li> <li>• No unauthorized audio or video recording is allowed in the programme. HKICPA will record the programme solely for internal use. Selected images taken from the recording may be used in future promotion of the FCP.</li> <li>• Sessions will be postponed if Typhoon Signal No.8 or above or a Black Rainstorm Warning is hoisted within two hours before the commencement time. Participants will later be notified details of the substitute session.</li> </ul>	

**The course was designed and intended as a face-to-face training course. The Institute reserves the right to run all or parts of the course in online e-learning mode in view of the coronavirus epidemic or any other unforeseen circumstances.**

## HKIPCA's Financial Controllership Programme

The Institute's tailor-made Financial Controllership Programme (**FCP**) offers aspiring financial controllers practical skills to apply in their role. The programme consists of five important modules, taking place over 16 training days over a year. Participants are welcome to join the full programme or single module(s) to pace their learning.

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### Modules Descriptions

#### ***Accounting for Performance and Decision Making (3-day course, January – February 2021)***

This module aims to recognize and develop the role of the financial controller in supporting the strategic decision making process through the provision and impactful communication of relevant information drawing on financial and non-financial decision making techniques, key performance measures and insightful reporting.

#### ***Management Competency Development (4-day course, February – March 2021, tentative)***

This module will challenge you, help you identify your personal strengths and weaknesses and give you practical steps you can take in your present situation to become a better leader and manager. The module will feature best practices, experience sharing, role play and exercises. Sessions will focus on live issues faced by participants.

#### ***Strategic Finance (3-day course, April – May 2021)***

This module aims to enhance the technical skills and practical knowledge required of a financial controller in strategic finance, including capital planning, bank financing, treasury and risk management, debt capital market and hedging products, fintech, equity capital market and mergers and acquisitions.

#### ***Risk Management and Corporate Governance (4-day course, July – August 2021)***

This module explores the practical issues of corporate governance and risk management in a company. Through content and case study, participants will be able to gain the understanding and experience to recognize the problems and difficulties of applying the best practice, and judgments and decisions that company leaders and managers will have to make while facing a variety of situations and contexts.

#### ***Business Ethics (2-day course, September 2021)***

This module will highlight the important role of the financial controller in setting the culture and code of ethics in a business.

### Admission and Completion

Members of HKICPA with a minimum 5 years of post-CPA qualification work experience are eligible for admission to the programme. Participants who have successfully completed all five modules will be awarded a certificate by the Hong Kong Institute of Certified Public Accountants.

## Enrolment Application

We welcome enrolment application by  online enrolment  E-mail: [fcpcpa@hkicpa.org.hk](mailto:fcpcpa@hkicpa.org.hk)  post. If sending in the enrolment application by post, please send together with the required payment to HKICPA, 27/F, Wu Chung House, 213 Queen's Road East, Wanchai, HK. Re: FCP Application (E&T Dept)

### SECTION 1 – PERSONAL PARTICULARS (please complete this section in BLOCK LETTERS)

Name\*:  Mr.  Ms. \_\_\_\_\_ Name\*: \_\_\_\_\_  
 (in English) (e.g. name as shown on your HKID/passport) (English Name) (in Chinese)  
 HKICPA Membership No.: \_\_\_\_\_ Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Position: \_\_\_\_\_ Organization: \_\_\_\_\_

\* Your contact details, English and Chinese names as registered in the Institute's membership records will be used in the programme and on the certificate (if applicable). Please contact the Institute for any change of particulars.

### SECTION 2 – QUALIFICATIONS AND EXPERIENCE

1. Highest academic qualification: \_\_\_\_\_
2. Other professional qualifications: \_\_\_\_\_  
 (if any)
3. Post-CPA qualification work experience: \_\_\_\_\_
4. Length of full time experience from commercial sector: \_\_\_\_\_
5. Details about your **most recent** (i) & (ii) full time experience gained in the commercial sector:

<p><b>5(i) Position held:</b></p> <ul style="list-style-type: none"> <li>• Size of organization (no. of ppl):</li> <li>• Industry:</li> <li>• Nature of work:</li> <li>• Period (from mm/yy to mm/yy):</li> </ul>	
<p><b>5(ii) Position held:</b></p> <ul style="list-style-type: none"> <li>• Size of organization (no. of ppl):</li> <li>• Industry:</li> <li>• Nature of work:</li> <li>• Period (from mm/yy to mm/yy):</li> </ul>	

### SECTION 3 – FEES & PAYMENT (please where appropriate)

<b>Early bird:</b> (Registration on/before 31/12/2020)	<input checked="" type="checkbox"/> <del>HK\$32,000</del> <b>HK\$28,800</b> <b>Financial Controllership Programme</b> <i>Or individual modules:</i>
	<input type="checkbox"/> <del>HK\$6,500</del> <b>HK\$ 5,850</b> Accounting for Performance & Decision Making (3-day course, January – February 2021) <input type="checkbox"/> <del>HK\$8,500</del> <b>HK\$ 7,650</b> Management Competency Development (4-day course, February – March 2021, tentative) <input type="checkbox"/> <del>HK\$6,500</del> <b>HK\$ 5,850</b> Strategic Finance (3-day course, April – May 2021) <input type="checkbox"/> <del>HK\$8,500</del> <b>HK\$ 7,650</b> Risk Management & Corporate Governance (4-day course, July – August 2021) <input type="checkbox"/> <del>HK\$4,500</del> <b>HK\$ 4,050</b> Business Ethics (2-day course, September 2021)
<input type="checkbox"/> Cheque (No. _____) payable to "HKICPA" or "Hong Kong Institute of Certified Public Accountants"	
<input type="checkbox"/> BOC HKICPA VISA <input type="checkbox"/> BOC HKICPA UnionPay card <input type="checkbox"/> Other VISA / MasterCard	
Card Number:	Card Expiry Date (MM/YY):
Cardholder's Name: (BLOCK LETTERS)	Cardholder's Signature:
	Date:
FOR OFFICE USE	Auth. code no.    Handled by    Date

1. Cash will not be accepted. Fees paid are non-refundable and non-transferable. A refund will only be made if the application is not accepted.
2. Applications will not be processed if post-dated or dishonoured cheques are received.
3. Any bank charges and/or expenses incurred as a result of unsuccessful credit card payments or dishonoured cheques shall be borne by the applicant.

### SECTION 4 – POINTS TO NOTE

- **Personal Data:** Your personal data collected from the enrolment process and administration of courses/events/activities will be used for the purpose of the administration of the course on which you are enrolled. Such data collected may be accessible by the Institute's officers, persons or committees processing the application and related matters. In addition, the Institute may use the collected data for statistical research and analysis. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of members' benefits, goods, services, facilities and events organized or provided by the Institute or other organizations. Members and registered students may opt out of receiving such materials at any time by logging in via the following link <https://mas.hkicpa.org.hk/mycpa/communication/preference>. Non-members may opt out of receiving such materials at any time by sending an email to the Institute at [privacyofficer@hkicpa.org.hk](mailto:privacyofficer@hkicpa.org.hk) or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please go to <https://www.hkicpa.org.hk/en/Tools/Privacy-policy>
- HKICPA reserves the right to cancel part/all of the programme, or change the dates, time, venues, contents and/or teachers due to unforeseen circumstances.
- The Institute reserves the right to amend the above terms and conditions without prior notice. In case of any disputes, the Institute reserves the right to make the final decision.

### SECTION 5 – DECLARATION

I confirm that I have read and fully understood all the terms and conditions as set out in this form. I declare that the information given in this form is true and correct to the best of my knowledge and belief. If I am subsequently found to have provided false information, I agree to have my enrolment terminated without refund.

Signature

Date

DD / MM / YYYY