



Application Form Module Preparation Seminars on QP Modules (December 2018 Session)

Name : _____ Student/ Membership No. : _____
 Email : _____ Mobile No. : _____

(Please tick "✓" the box "☐" to indicate which seminar you wish to enrol)

Module		Date	Time	Enrolment deadline
Part I	Module A – Financial Reporting	<input type="checkbox"/> 8 Oct 2018 (Mon)	7:00 p.m. to 10:00 p.m.	2 working days before the date of seminars
	Module B – Corporate Financing	<input type="checkbox"/> 9 Oct 2018 (Tue)		
	Module C – Business Assurance	<input type="checkbox"/> 12 Oct 2018 (Fri)		
	Module D – Taxation	<input type="checkbox"/> 15 Oct 2018 (Mon)		
Part II	Module A – Financial Reporting	<input type="checkbox"/> 16 Oct 2018 (Tue)		
	Module B – Corporate Financing	<input type="checkbox"/> 19 Oct 2018 (Fri)		
	Module C – Business Assurance	<input type="checkbox"/> 24 Oct 2018 (Wed)		
	Module D – Taxation	<input type="checkbox"/> 25 Oct 2018 (Thu)		

Payment methods		
Enrolment fee: HK\$100 per seminar	Total no. of seminar(s): _____	Total amount: HK\$ _____
Credit card: VISA / MasterCard		
Card number: _____	_____	Card expiry date (MM/YY): _____
Cardholder's name (block letters): _____	Cardholder's signature: _____	Date: _____

Notes on Enrolment

A. Application

The completed application form with the enrolment fee should be reached the Education and Training Department, HKICPA, 27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong on or before the enrolment deadlines.

B. Enrolment

- 1) All fees submitted are non-transferable and non-refundable except in case of over-subscription or unforeseen circumstances leading to cancellation of seminars.
- 2) The Institute reserves the right to change the venue, date, speaker or to cancel the event due to unforeseen circumstances.
- 3) Enrolment submitted without a completed application form or the required fee will not be processed.
- 4) All applications are on a first-come-first-served basis.

C. Notification

- 1) Upon receipt of payment, successful applicants will receive a confirmation email with official receipt three days before the seminar.
- 2) Applicants should contact the Institute's Education & Training Department on 2287 7283 or 2287 7284 for assistance if they do not receive any notification about their enrolment two days before the seminar.

D. Bad weather arrangement

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 the event, please refer to the Institute's homepage.

Signature: _____ Date: _____

Personal Data (Privacy) Ordinance and Direct marketing of the Institute's services

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/event/activity on which you are enrolled ("Event"). 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. By submitting this Enrolment Form, you understand and agree that the Institute may provide your personal data above to co-organisers/service providers in or outside Hong Kong for the purpose relating to the Event. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of CPD activities, 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://www.hkicpa.org.hk/en/members-area/comm-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 or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please go to <http://www.hkicpa.org.hk/en/service-tools/privacy-policy/>.