



Insolvency Preparatory II

The Hong Kong Institute of Certified Public Accountants invites applications for the Insolvency Preparatory II 2010. The course will be held on five Saturday mornings commencing 22 May 2010. Upon completion of the course, a certificate of attendance will be awarded to each participant who has fulfilled the required attendance*.

This Course offers an in-depth and integrated study of the financial, management, legal and accounting aspects of insolvency administration with specific emphasis on the practical issues relating to these areas. A multiple-choice test on understanding and assimilation of the knowledge taught will be held at the end of the course.

Session 1 – Duties of Insolvency Administrators

- General and Statutory duties of insolvency administrators, ethical considerations
- Role of the Official Receiver
- Role of Special Managers
- Consequences of Insolvency – Assets / recoverable property / trust assets
- Liabilities – set off / onerous property

Session 2 – Creditors' Rights and Claims / Employee Issues

- Creditor issues: unfair preferences / security / existing proceedings / trust issues
- Creditor's right to receive information after commencement of insolvency proceedings

- Creditor meetings and COI
- PODs: set off / double proof
- Employee claims – what they can claim for
- PWIF

Session 3 – Trading Administrations and Receiverships

- Types of appointment and ability to trade on given statutory and contractual powers
- Commercial issues to consider when deciding to trade on
- Issues involved in selling business as a going concern: Transfer of Business (Protection of Creditors) Ordinance; Employment Ordinance
- Receiverships: detailed coverage

Session 4 – Corporate Rescue

- Various steps in a business review / corporate rescue assignment (outside of formal insolvency procedures)
- Provisional liquidations and Schemes of Arrangement
- Provisional Supervision

Session 5 – PRC Insolvency

- Bankruptcy of a PRC Company
- PRC Bankruptcy Law Updates
- Case Study re HK Co with assets in China

Target Participants	All interested parties working in the field of insolvency or related areas who have attained 18 months of insolvency or related experience; or those who have successfully completed the Insolvency Preparatory I (known as the Introductory Insolvency course before 2006).
Medium of Instruction	English (Chinese may be used for Session 5 - PRC Insolvency)
Date	Saturdays, 22 May, 5, 26 June and 17, 24 July 2010
Time	9:00 a.m. – 1:00 p.m.
Venue	Hong Kong Institute of CPAs Training Centre, 27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong
CPD Hours	20 verifiable CPD hours (for HKICPA members)
Presenters	Experienced insolvency practitioners
Fee	HK\$1,800 (HKICPA member/student or member of the Restructuring and Insolvency Faculty) HK\$2,500 (Non-member)
Enrolment Deadline	3 May 2010
Enrolment Procedures	Please submit the completed application form together with the course fee to the Professional Development Department, Hong Kong Institute of Certified Public Accountants, before the enrolment deadline. Successful applicants will be informed of the course details by 10 May 2010.
Enquiries	Ms. Tracy Yeung Tel.: 2287 7233 (e-mail: tracyyeung@hkcipa.org.hk)

Those who have successfully completed Insolvency Preparatory II and passed the test at the end of the course will be eligible for admission to the Institute's Diploma in Insolvency programme.



The completed form should be sent together with your payment before **3 May 2010** to
Professional Development Department
Hong Kong Institute of Certified Public Accountants
27/F., Wu Chung House, 213 Queen's Road East,
Wanchai, Hong Kong
(Attn.: Ms. Tracy Yeung / Ms. Yvonne Ching)
Fax: 2147 3293

Insolvency Preparatory II Application for Registration

Please complete all sections in BLOCK LETTERS.

SECTION 1 PERSONAL PARTICULARS

Have you completed the **Insolvency Preparatory I** course?

Name* (Mr./Ms.**): _____ No Yes When? _____
 (in English) (Family Name) (Given Name) (Year)

Name: _____ ID/Passport** No.: _____
 (in Chinese)

Position: _____ Organisation: _____

Organisation Address: _____

Correspondence Address: _____

Day-time Tel no.: _____ Mobile: _____ Fax: _____ Email: _____

Member/Student of Hong Kong Institute of CPAs Membership No.: _____ Membership Status**: Practising / Non-Practising

Member of Restructuring and Insolvency Faculty Membership No.: _____

SECTION 2 RELEVANT WORK EXPERIENCE***

	Approximate Length
Court liquidation [A]	Months
Creditors' voluntary liquidation [B]	Months
Receivership [C]	Months
Other insolvency related work (please provide details) [D]	Months
Total length of Insolvency experience [A + B + C + D]	Months

SECTION 3 PAYMENT

Course fee: <input type="checkbox"/> HK\$1,800 (HKICPA member/student or member of the Restructuring and Insolvency Faculty) <input type="checkbox"/> HK\$2,500 (Non-member)	
Payment by: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Cheque No. _____ (Bank: _____)	
For payment by credit card, please fill in the following:	Card Number: _____
Cardholder's Name: (Please print)	Card Expiry Date (month/year): _____
Date:	Cardholder's Signature: _____
FOR OFFICE USE	
Auth. Code No.	Handled by
	Date

- Crossed cheque should be made payable to the "Hong Kong Institute of Certified Public Accountants". Applications will not be processed unless the enrolment form is accompanied by full payment of the course fee. Applications will not be processed if post-dated or dishonoured cheques are received.
- Enrolment by fax will only be accepted if payment is made by credit card. (Fax No: 2147 3293)
- 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.

SECTION 4 POINTS TO NOTE

- Classes will be postponed if Typhoon Signal No.8 or above or a Black Rainstorm Warning is hoisted within three hours prior to the starting time. Participants will later be notified details of the substitute class.
- The Institute reserves the right to change the dates, time, venues and/or teachers due to unforeseeable circumstances. Students are advised to visit the Institute's website at www.hkicpa.org.hk for the most up-to-date information.

SECTION 5 DECLARATION

I declare that the information given in this form is true and correct to the best of my knowledge and belief.

Signature

Date

 _____ / _____ / _____
 DD MM YYYY

* For members of the Institute, the English and Chinese names as registered in the Institute's membership records will be used for issuance of the Certificate of Attendance. For non-members, the English and Chinese names as provided above will be used. Such certificate will only be awarded to those who have completed 80% of the entire course.
 ** Delete as appropriate
 *** Please work out the equivalent length (in months) of full time experience gained.