Hong Kong Institute of Certified Public Accountants
香港會計師公會



Workshop for audit staff and senior

The two-day workshop enables participants to understand the principles and requirements of Hong Kong Standards on Auditing (HKSA). It enhances participants' practical application of HKSA through examining key areas and common mistakes with plenary instruction, case studies and practical guidance on relevant application.

The workshop will cover:

- General audit concepts
- Risk-based audit and general audit procedures
- Audit planning and risk assessment
- Audit procedures on selected items and account balances
- Auditing of accounting estimates, the work of others, group financial statements and other complex areas
- Evaluation and reporting
- Review of financial statements

Event Code	Dates	Time
WSHP18111204	12 November 2018 (Monday) and 16 November 2018 (Friday)	9:00 am to 5:00 pm
WSHP18112002	20 November 2018 (Tuesday) and 26 November 2018 (Monday)	9:00 am to 5:00 pm
WSHP18121001	10 December 2018 (Monday) and 18 December 2018 (Tuesday)	9:00 am to 5:00 pm

Venues Hong Kong Institute of CPAs
27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong

Language Cantonese with English terminology and handout

Fee HK$ 1,980 (non-members)
HK$ 1,680 (members or students / participants enrolled by HKICPA practising members)

Participants Professional accountant, auditor, anyone who is interested to understand the principles of HKSA and related application

Competency Auditing and Assurance

Rating Foundation to Intermediate level
(Please refer to the Institute's online CPD Learning Resource Centre for descriptions of competency and rating.)

CPD Credit Hour 14 hours per run

Online Registrations:
please click **here** or visit www.hkicpa.org.hk

Contact us:
tls@hkicpa.org.hk

*Please refer here for descriptions of other competencies and ratings.
Enrolmens will be accepted on a frist-come-first-served basis with priority given to the Institute's members.

Workshop for audit staff and senior (November to December 2018)

Finance & Operations Department,
Hong Kong Institute of CPAs
37th Floor, Wu Chung House,
213 Queen's Road East, Hong

Hong Kong Institute of Certified Public Accountants 香港會計師公會

Name: (*Mr. / Mrs. / Ms.) _____ HKICPA Membership No.: _____ (if applicable)

Company name: _____

Position held: _____ Email: _____ *(for enrolment confirmation purpose)*

Telephone No.: _____ Fax No.: _____

[Contact information is used solely for communication of this particular event, without update to your member profile.]

Please mark a "✓" against the session(s) for which you wish to apply

	12 and 16 November 2018 [Event code: WSHP18111204]		**20 and 26 November 2018** [Event code: WSHP18112002]		**10 and 18 December 2018** [Event code: WSHP18121001]

Admission Fee (for 2 days): ❑ HK$ 1,680 per person
- ❑ HKICPA members or students
- ❑ Participants enrolled by HKICPA practising members
  - Practising Member Name: _____
  - Practising Member No: _____

❑ HK$ 1,980 per person (Non-HKICPA members)

❑ Cheque (no._____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"

❑ BOC HKICPA VISA ❑ BOC HKICPA UnionPay card ❑ Other VISA / MasterCard

Card Number: _____ Card Expiry Date (MM/YY): _____

Cardholder's Name (block letters):	Cardholder's Signature:	Date:

Payment receipt will be sent to your email address provided above once the payment is confirmed.

Notes:
1. Please complete the Enrolment Form and return it to the Finance & Operations on or before the deadline, together with full payment.
2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
3. Registration by fax will ONLY be processed when payment is made by credit card.
4. Cash is strictly NOT accepted. For credit card payment, the credit card should be valid with expiry date at least 1 month from the date of event. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
5. Confirmation of enrolment will be sent to you via email. You can check your enrolment status at "MyCPA" at http://mas.hkicpa.org.hk/mycpa/login. Unsuccessful enrolment will be notified with full refund.
6. If typhoon signal no.8 or above / Black rainstorm warning is hoisted at or after 6:30 a.m. on the date of event, the activity will be cancelled. Your admission fee will be refunded in the event of cancellation due to bad weather. For details, please refer to Typhoon / Black rainstorm arrangement.
7. In normal circumstances, the seminar fee is non-refundable or non-transferrable upon receipt of payment by HKICPA. Should the seminar be cancelled or postponed due to unforeseeable circumstances, refund will be made according to your payment method. For credit card payment, refund will be made directly to your credit card account. For cheque payment, refund will be mailed to your correspondence address.
8. No unauthorized audio or video recording is allowed at CPD events.

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 http://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 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/.

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

Event Information Enquiry: 2287-7009 / 2287-7065
e-mail: tls@hkicpa.org.hk

For non-member and firm payment by cheque, please fill-in your postal address for refund:

Name :	Name :
Address :	Address :