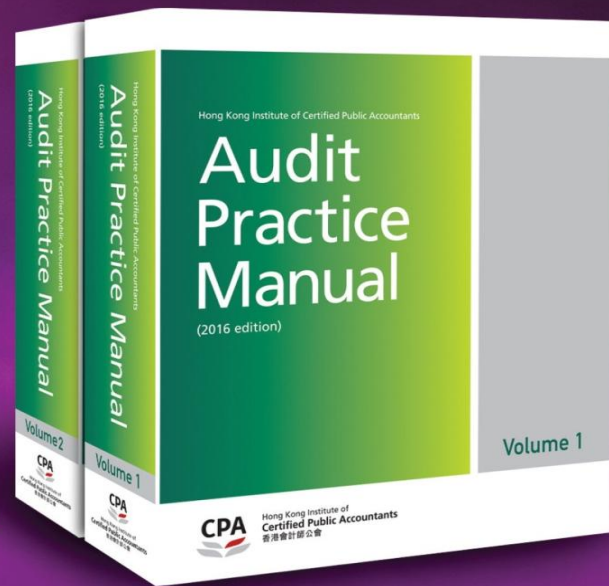




Hong Kong Institute of Certified Public Accountants

# Audit Practice Manual

(2016 edition) -  
Application Workshop



The fully revamped Audit Practice Manual is out now with more useful resources to support your audit work!

The manual is a reference tool with customizable documentation templates and sample audit files to assist you in the performance of a financial statements audit. The 2016 edition contains a CD-Rom and three sample audit files with various new features, which is an enhanced version builds on the last revision in 2010. To order the manual, please click [here](#).

This 1-day workshop aims at introducing the new features of Audit Practice Manual (2016 edition), refreshing participants' auditing knowledge and promoting the effective use of the Manual.

## Programme schedule

Event Code	Dates	Time	Venue
WSHP18012301	23 January 2018 (Tuesday)	9:00 am to 5:00 pm	HKICPA Training Centre 27/F, Wu Chung House, Wanchai, Hong Kong
WSHP18032401	24 March 2018 (Saturday)		

## About the seminar

### Language

Cantonese with English handout and terminology

### Competency

Auditing and assurance

### Rating

Intermediate Level\*

### CPD Credit Hour

7 hours

### Fee

\$ 420 (HKICPA member or student and IA/HKIAAT member or student)  
\$ 680 (Non-HKICPA members)

### Online Registrations:

please click [here](#) or visit [www.hkicpa.org.hk](http://www.hkicpa.org.hk)

### Contact us:

[tls@hkicpa.org.hk](mailto:tls@hkicpa.org.hk)

\*Please refer [here](#) for descriptions of other competencies and ratings.

# Enrolments will be accepted on a first-come-first-served basis with priority given to the Institute's members.

# Audit Practice Manual (2016 edition) Application Workshop (January and March 2018)

Finance & Operations Department,  
Hong Kong Institute of CPAs  
37th Floor, Wu Chung House,  
213 Queen's Road East, Hong Kong  
Fax no: 2893- 9853



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)

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[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	
23 January 2018 (Tuesday) [Event code: WSHP18012301]	24 March 2018 (Saturday) [Event code: WSHP18032401]
<b>Admission Fee</b> (per session):	
<input type="checkbox"/> HK\$ 420 per person (HKICPA member or student and IA/HKIAAT member or student) <input type="checkbox"/> HK\$ 680 per person (Non-HKICPA members)	
<input type="checkbox"/> Cheque (no. _____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"	
<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: _____
Payment receipt will be sent to your email address provided above once the payment is confirmed.	

- Notes:**
- Please complete the Enrolment Form and return it to the Finance & Operations on or before the deadline, together with full payment.
  - Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
  - Registration by fax will ONLY be processed when payment is made by credit card.
  - 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.
  - 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.
  - 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](#).
  - 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.
  - 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](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 <http://www.hkicpa.org.hk/en/service-tools/privacy-policy/>.

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