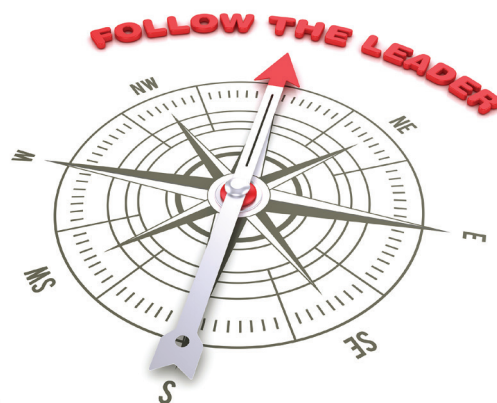




Hong Kong Institute of
Certified Public Accountants
香港會計師公會

Financial Controllership Programme



A step forward to leadership

Financial controllers play an utmost important role in day-to-day financial operations within an organization; they often considered to be part of the leadership in business. While there may not be an industry-wide standard set of requirements for financial controllers, some common competencies are necessary to become a successful one.

What is FCP?

Since the introduction of the Institute's Financial Controllership Programme ("FCP"), the programme has served as a training platform to structurally assist our members in developing the competencies needed to become financial controllers.

The modern job description of financial controllers has gradually evolved, your training needs should evolve alongside these changes. The latest enhanced FCP continues to prepare individuals with the core competencies in a structural manner, while providing a versatile combination of workshops and online courses to give you the greatest flexibility in learning.

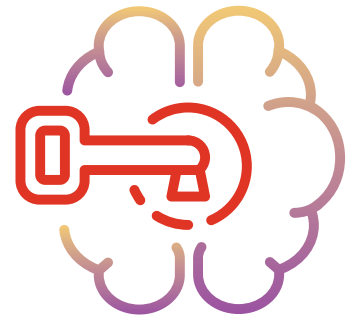


For whom is FCP for?

The FCP offers well-rounded training for aspiring professionals, who have already accumulated some technical skills throughout years of accounting or auditing work experience, and aspire to distinguish themselves from the traditional accounting functions, skewing towards a higher proficiency in analytical functions in business.

Why FCP?

The FCP provides more than a training platform for individuals to adopt key skills required of a finance leader. The programme also engages individuals to recognize the value of long-term personal and professional development, and take the steps to become a forward-thinking business leader.



Workshops (6-hour workshop on each of the key competencies)

- Management and Leadership and Soft skills.
- Management Accounting and Reporting
- Corporate and Strategic Finance
- Corporate Governance



Case Study Workshop (4-hour workshop)

Case-based training workshop is aimed to reinforce participants' understanding of the acquired competencies and to apply them through exercises and discussions.



Online Courses (A total of 15 hours of your selection)

The FCP online course syllabus provides a list of choices of available online courses with focuses on the development of key competencies at one's own pace.



Conferences (3.5-hour conference x 2 of your selection)

The Institute's annual conferences are key unlocking the latest practices and trends in the industry.



Social and Networking (6 hours in total in multiple activities)

The Institute hosts various social activities to connect participants with fellow classmates, business leaders, seasoned executives and professionals.



Learning Outcomes

FCP unlocks a new realm of topics for aspiring financial controllers to explore. The programme guides participants to master the core technical knowledge, and prepares you in the formulation of your self-development plan in your career. By taking part in the FCP journey, participants will find themselves more confident when engaging in conversations with counterparts from different functions, able to make informed and insightful comments on arising issues, and having gained a wider perspective to handle difficult situations. FCP is more than just a course; it is an ambitious commitment that will propel you to the next level of your career.



Target participants

Aspiring professional with at least 3 years of post-CPA qualifications, e.g. professional accountants in public practice or accountants in business.



Medium of instruction

Cantonese and English



CPD hours

56 hours (all preparatory and contact hours will qualify as verifiable CPD hours for Institute members).



Certification

Participants will be awarded a certificate upon successful completion of the 56-hour programme, achieving at least 80% of attendance.



Fee

HK\$16,000/HKICPA member or International Affiliate
HK\$22,400/non-member



Teaching professionals

Facilitators are industry experts and experienced professional accountants in business with expertise in different subject areas covered by the programme.



Enquiries

fcp@hkipa.org.hk

Learn more and enrol



www.hkipa.org.hk/fcp



Financial Controllership Programme

Mark your dates for FCP 2023

Workshops (24 hours) <small>Note 1</small>	29-April Management and Leadership and Soft Skills	13-May Management Accounting and Reporting	10-June Corporate and Strategic Finance	8-July Corporate Governance
Case Study Workshop (4 hours) <small>Note 2</small>	27-May Case Study (4 hours)			
Online courses (15 hours)	From the period of April 2023 to July 2023 Participants are required to complete a total of 15 hours of self-selected online courses from <i>FCP online course syllabus</i> as enclosed.			
Conferences (7 hours)	From the period of April 2023 to December 2023 Participants are required to attend 2 self-selected conferences (live or archived) from the list of events as enclosed. (7 hours)			
Social & Networking (6 hours)	Participants will be invited to participate in <i>social & networking</i> activities host by HKICPA. (6 hours)			

Notes:

1. Workshops are held face-to face. Each workshop is 6 hours, runs from 10:00 a.m. to 5:00 p.m. (with one hour lunch break).
2. Case study workshop is held face-to-face with a duration of 4 hours, runs from 10:00 a.m. to 2:00 p.m.
3. Dates of activity will be announced to enrolled participants after the commencement of the course.

Enroll Now

Enquiries: 2287-7326 or fcp@hkicpa.org.hk

Programme	Financial Controllership Programme (2023)
Venue	HKICPA training center and other training venues
Medium of instruction	Cantonese and English
CPD hours	56 hours (All preparatory and contact hours will qualify as verifiable CPD hours for Institute's members.
Target participants	Interested parties with at least 3 years of post-CPA qualification work experience. Practical experience is highly desirable for participants to benefit full from the programme.
Fee	\$16,000 / HKICPA member or International Affiliate \$22,400 / non-member
Enrolment application	Applications by post, e-mail or online will be accepted.
Enrolment deadline	Extended
Point to note	<ul style="list-style-type: none"> • Enrolment may be subject to selection criteria. All enrolment applications are subject to the Institute's final approval. • Cancellation is not allowed once an enrolment application is successfully processed. • No unauthorized audio or video recording is allowed in the programme. HKICPA will record the programme solely for internal use. Selected images or videos taken from the recording may be used in future promotion of the FCP. • 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. • The programme may be postponed or cancelled, if the minimum number of participants is not met.



FCP online course syllabus (4/2023 – 7/2023)

Selection of a total of 15 hours of online courses in your own learning pace.

Management and Leadership and Soft Skills	<ul style="list-style-type: none"> <input type="checkbox"/> Know your Readers and Your Purpose [1 hour] <input type="checkbox"/> Presenting Your Case [2.5 hours] <input type="checkbox"/> Advanced Controller and CFO Skills [8.5 hours] <input type="checkbox"/> Creating a Positive Attitude [2 hours] <input type="checkbox"/> Administrative Professionals: Interacting with Others [1 hour] <input type="checkbox"/> How to Write Clearly and Concisely [1 hour] <input type="checkbox"/> Getting Results without Direct Authority: Reciprocity [1 hour] <input type="checkbox"/> Developing Your Digital Mindset [4 hours]
Management Accounting and Reporting	<ul style="list-style-type: none"> <input type="checkbox"/> Key Economic Indicators that Every Accountant Should Know [2 hours] <input type="checkbox"/> Introduction to Business Analysis Planning [2.5 hours] <input type="checkbox"/> Business Planning Essentials : Preparing a Business Plan [1 hour] <input type="checkbox"/> Developing the Strategic Thinking Skills of Seeing the Big Picture [1 hour] <input type="checkbox"/> Finance Business Partnering: Influence to Impact [8 hours] <input type="checkbox"/> Business Analysis : Planning and Monitoring [1.5 hours] <input type="checkbox"/> Decision Making : Tools and Techniques [1 hour] <input type="checkbox"/> Decision Making: Making Tough Decisions [1 hour]
Corporate and Strategic Finance	<ul style="list-style-type: none"> <input type="checkbox"/> Investor Relations for CFOs [2 hours] <input type="checkbox"/> Fundamentals of Structured Finance [2 hours] <input type="checkbox"/> From Banker's Perspective: Practical Insights on M&A for Accountants [2 hours] <input type="checkbox"/> Valuation for Mergers and Acquisitions [2 hours] <input type="checkbox"/> Understanding Mergers and Acquisitions for Accountants [2 hours] <input type="checkbox"/> Mastering Intangible Assets Valuation [2 hours] <input type="checkbox"/> Personal Risk Profiling that Every Accountant Should Know [2.5 hours] <input type="checkbox"/> Understanding Connected Transactions In a Nutshell [1.5 hours]
Corporate Governance	<ul style="list-style-type: none"> <input type="checkbox"/> ESG and Climate Change 101 and Latest Trends for Accounting and Finance Professionals [1.5 hours] <input type="checkbox"/> Virtual Meetings for Directors and Members [1.5 hours] <input type="checkbox"/> Enterprise Risk Management: New Approaches for Today's Complexities [10 hours] <input type="checkbox"/> Proper Management of a Company with Emphasis on How to Conduct Directors' and Shareholders' Meetings [2 hours] <input type="checkbox"/> Preparing Annual Report and Directors' Report with Ease [1.5 hours] <input type="checkbox"/> The Securities and Futures Commission (SFC) Important Codes and Guidelines on Business Conduct - Learn from Enforcement New [2 hours] <input type="checkbox"/> Internal Control and the Importance of Corporate Governance [1.5 hours] <input type="checkbox"/> Personal Risk Profiling that Every Accountant Should Know [2 hours]
<div style="display: flex; align-items: center; justify-content: center;">  <div> <h3>Conferences</h3> <p>Selection of 2 conferences (live or achieved) of your preference.</p> </div> </div>	
Conferences (Archived)	<ul style="list-style-type: none"> <input type="checkbox"/> PAIB Conference 2022 - CPA Here and Now: Sustain, Transform & Deploy <input type="checkbox"/> Annual Auditing Update Conference 2022Strengthening Trust and Audit Quality <input type="checkbox"/> IT Virtual Conference 2022: From Masters of Digits to Masters of Digital Transformation <input type="checkbox"/> Young Members Virtual Conference 2022: Decrypting the future of the profession – Finding success in a sustainability-driven future and the new digital economy <input type="checkbox"/> Annual taxation conference 2022
Conferences (Live)	<p style="text-align: center;">Live conference 2023 at-a-glance (tentative)</p> <ul style="list-style-type: none"> <input type="checkbox"/> CPA Congress (July 2023) <input type="checkbox"/> Young Members Conference (September or November 2023) <input type="checkbox"/> PAIB Conference (November 2023)

ENROLMENT APPLICATION

by e-mail: fcg@hki.org.hk

By post: Together with the required payment to **HKICPA**, 27/F, Wu Chung House, 213 Queen's Road East, Wanchai. Attn: HKICPA/ ET/ FCP2023

SECTION 1 – PERSONAL PARTICULARS (All fields required. Complete this section in BLOCK LETTERS.)

Name*: ☐Mr. ☐Ms. _____
In English (e.g. name as shown on your HKID/passport) (English Name)

Name*: _____
 (中文)

HKICPA (or IA) Membership No.: (if applicable) 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 *(All fields required)*

1. Highest academic qualification:		2. Post-CPA qualification work experience (no. of years):	
3. Other professional qualifications: (if any)		4. Length of full time experience from commercial sector:	
5. Details of your <u>MOST</u> recent full time experience gained, e.g.: <ul style="list-style-type: none"> • Position held, • Size of organization (no. of ppl), • Industry, • Nature of work, • Period (<u>from</u> mm/yy <u>to</u> mm/yy). 		6. Details of your <u>SECOND</u> most recent full time experience gained, e.g.: <ul style="list-style-type: none"> • Position held, • Size of organization (no. of ppl), • Industry, • Nature of work, • Period (<u>from</u> mm/yy <u>to</u> mm/yy). 	

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

Fees:	<input type="checkbox"/> HK\$16,000 HKICPA member (or International Affiliate) <input type="checkbox"/> HK\$22,400 Non-member	Other amount: HK\$ _____ Remark: _____
<input type="checkbox"/> Cheque (No. _____) payable to "HKICPA" or "Hong Kong Institute of Certified Public Accountants"		
<input type="checkbox"/> VISA / MasterCard <input type="checkbox"/> BOC HKICPA VISA <input type="checkbox"/> BOC HKICPA UnionPay card		
Card Number: _____ - _____ - _____ - _____ Card Expiry Date: (MM/YY) ____ / ____		
Cardholder's Name:	Cardholder's Signature:	Date:
<p>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.</p> <p>2. Applications will not be processed if post-dated or dishonoured cheques are received.</p> <p>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.</p>		

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 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 of Applicant: _____ **Date (DD/MM/YY):** _____