

Preliminary Assessment of the eligibility of a prospective applicant for registration as a certified public accountant under the 2019 mutual examination paper exemption agreement between the Hong Kong Institute of Certified Public Accountants and Chartered Institute of Management Accountants (1 July 2019 to 30 June 2024)

This FREE preliminary assessment is aimed at assisting prospective membership applicants who have acquired full membership from Chartered Institute of Management Accountants ("CIMA") to ascertain whether they are eligible to apply for membership of the Hong Kong Institute of Certified Public Accountants ("the Institute") under the 2019 mutual examination paper exemption agreement ("MEPE") between the Institute and CIMA and if so, what further conditions they have to meet before they can apply for the Institute's membership. This Form is not applicable to CIMA students.

This preliminary assessment form is not the application form for registration as a certified public accountant ("Form R-3") and is designed for the aforementioned purpose only. The result of this preliminary assessment is not binding on the Institute. After they have fulfilled all the conditions of the MEPE, prospective membership applicants are required to submit a completed Form R-3 along with a full set of supporting documents, duly certified, and application fees to the Institute. The approval or otherwise of the applications will be subject to the Institute's vetting in accordance with the rules and regulations prevailing then.

NB: All information received through this form will be treated in the strictest confidence and will not be released to third parties without your duly signed written permission.

Please complete all items except for fields marked with an asterisk () which are optional items.*

Section 1 – Personal particulars

Name in English _____
(Surname) (Other name)

Contact details for communication about this assessment

Email address _____ Day-time contact phone no. * _____

Section 2 – Academic qualification

Name of University _____

Degree awarded * _____ Year of award * _____

Section 3 – Current status with CIMA

Date of registration as a full member of CIMA _____ Membership no. _____
(dd/mm/yyyy)

Number of CIMA examination papers that you have been exempted from: _____ (Note 2)

Completion of CIMA examination at the _____ examination session
(mm/yyyy)

Section 4 – Aptitude test (Note 3)

Have you sat and passed the Institute's Aptitude Test on Hong Kong law?

- Yes
 No

Please put a "✓" in the appropriate box.

Section 5 – Declaration #

- I declare that the above information is true and complete to the best of my knowledge and belief.
- I understand that the purpose of this preliminary assessment is to ascertain whether I am eligible to apply for the Institute's membership under the 2019 MEPE with Chartered Institute of Management Accountants and if so, what further conditions I should fulfill before submitting my membership application to the Institute. I understand that the result of this assessment is not binding on the Institute and that approval or otherwise of my future membership application is subject to the Institute's vetting.
- I waive all claims against the Hong Kong Institute of Certified Public Accountants for any loss or damage I may suffer arising from this assessment.

Signature: _____

Date: _____
(dd/mm/yyyy)

Please put a "✓" in the appropriate box.

NOTES

- The conditions for members of Chartered Institute of Management Accountants ("CIMA") to obtain membership from the Hong Kong Institute of Certified Public Accountants ("HKICPA") under the 2019 mutual examination paper exemptions agreement ("MEPE") are set out in our webpage on recognition status of CIMA at https://www.hkicpa.org.hk/-/media/HKICPA-Website/HKICPA/section2_become_a_hk_cpa/recog-oversea-bodies/mutual-examination-paper-exemption/cima.pdf.
- Applicants are required to have sat and passed all the papers of the CIMA Professional Qualification programme. Those who have been exempted by CIMA from sitting any of the papers of the CIMA Professional Qualification programme will be assessed by the Institute on a case-by-case basis. Any competency inadequacy identified by the Institute may be bridged by the applicant passing the relevant papers of the CIMA Professional Qualification programme or the relevant subjects in programmes of or accredited by the Institute. The current overseas assessment fee is HK\$1,200.
- Applicants may satisfy the Aptitude Test requirement by passing the Institute's multiple-choice questions Aptitude Test in Hong Kong Law OR paper PC-Law in the Institute's Practising Certificate examinations. Please refer to our website at <https://www.hkicpa.org.hk/en/Membership/Registration-and-licensing/Members-and-Affiliates/Register-as-a-CPA/Aptitude-Test> for further information.
- All applicants for the Institute's membership under the 2019 MEPE with CIMA are required to fulfill the Institute's practical experience requirements for membership. Please refer to our website at <https://www.hkicpa.org.hk/en/Become-a-Hong-Kong-CPA/Qualification-Programme/Practical-Experience-Framework/Practical-Experience-Requirements-for-Membership-Admission> for details.
- Information provided for this preliminary assessment process will solely be used to assess your eligibility to apply for registration as a member of the Institute under the 2019 MEPE with CIMA. Prospective student/ membership applicants are required to follow the application procedures and requirements as specified in our student/ membership application form, whichever is applicable to your case, and submit relevant supporting documents and appropriate application fees when you apply for registration as our student/ member in future. Your student/ membership application will be assessed in accordance with the rules and regulations prevailing at the time you submit your formal application to the Institute.

Prospective student/ membership applicants should surf our website at: www.hkicpa.org.hk from time to time for latest student registration/ membership admission requirements/ procedures.
- Personal Data (Privacy) Ordinance: The provision of personal data by means of this form is voluntary. Data collected is accessible to officers or persons processing registration and related matters. In addition, the Institute may use the collected data for statistical research and analysis.
- Please refer to the Institute's privacy policy and personal information collection statement on its website at: www.hkicpa.org.hk.

Unless otherwise agreed, hard copies of any documents containing your personal data that you provide to the Institute will become the property of the Institute and will not be returned to you. The Institute will destroy any documents it holds in accordance with its internal policy and applicable laws.
- Please submit the completed form by email to admission@hkicpa.org.hk or by fax to 2575-6852. Please call Admission Department at (852) 2287-7049/ 2287-7069/ 2287-7042 for questions relating to this preliminary assessment.
- It normally takes three working days for an assessment and our findings will be emailed to you.