



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

# Insolvency preparatory I

## INSOLVENCY PREPARATORY I (WEBINAR)

The Institute's Insolvency Preparatory I course focuses on broad knowledge and understanding of the basic principles of insolvency administration, with particular emphasis on the practical issues related to these areas.

1. **What is Insolvency?**
2. **Investigation and Asset Realisation**
3. **Liquidations, Bankruptcy, and IVAs**
4. **Overview of Administrations and Priorities of Creditors**
5. **Receivership, Trading and Selling a Business, and Provisional Supervision**

The course will run through five Saturdays over **webinar** commencing **5 November 2022**.

Experienced specialists in field of insolvency will share with participants their expertise in different subject areas.

### TARGET PARTICIPANTS

All interested parties intending to pursue their career in the field of insolvency or related areas.

### CPD HOURS

15 verifiable CPD hours for Institute's members. A certificate of attendance will be awarded to each participant who has fulfilled the minimum 80% attendance. *(Note: The course is under review by the Law Society of Hong Kong as an accredited CPD course.)*

### FEES

- HK\$2,800 (HKICPA member/student or member of the Restructuring and Insolvency Faculty)
- HK\$3,920 (Non-member)

### ENROLMENT PROCEDURES

Enrolment deadline is **31 October 2022**.

Registrations are on a first-come-first-served basis. Applications are available to submit online, by e-mail or mail. Successful applicants will be informed of the seminar link and log-in details by e-mail. *(Note: The course may be cancelled if the minimum enrolment is not achieved.)*

### DATE & TIME

Five Saturdays on **5-Nov, 12-Nov, 26-Nov, 10-Dec & 17-Dec 2022, 10:00 am – 1:00 pm**

### FORMAT

Live webinar (via Zoom)

### LANGUAGE

English (Cantonese may be used for some topics)

### ENQUIRIES

Tel: 2287-7326

E-mail: [sq.insolvency@hkcipa.org.hk](mailto:sq.insolvency@hkcipa.org.hk)



**Enrolment Application** We welcome enrolment application by ✓ online enrolment ✓ E-mail: sq.insolvency@hkicpa.org.hk ✓ post

If sending in the enrolment application by post, please send together with the required payment to:

HKICPA E&T Dept., 27/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong. Re: Insolvency PI-2022 (Webinar)

**SECTION 1 PERSONAL PARTICULARS**

Mr.  Ms. (mark a "✓" as appropriate)

Name\*:

Family Name Given Names English name (optional) Name in Chinese HKID: \_\_\_\_\_  
 (e.g. **A326**, first 4 letter & digits only)

Mobile No.: \_\_\_\_\_ E-mail: \_\_\_\_\_

Position: \_\_\_\_\_ Organisation: \_\_\_\_\_

Have you completed the HKICPA's Insolvency Preparatory I course?  Yes, year \_\_\_\_\_  No

**SECTION 2 MEMBER'S INFORMATION**

For **members/students of HKICPA** and members of **Restructuring and Insolvency Faculty (RIF)**, contact details as registered in the Institute's records will be used. Please contact the Institute for any change of particulars. (mark a "✓" as appropriate)

HKICPA Membership No.: \_\_\_\_\_  HKICPA Student No.: \_\_\_\_\_  RIF Membership No.: \_\_\_\_\_ → **Go to Section 4**

**SECTION 3 NON-MEMBER'S INFORMATION**

Correspondence

Address: \_\_\_\_\_  
 Unit Building Street District

**SECTION 4 RELEVANT WORK EXPERIENCE** (equivalent length of full time experience)

- A. Court liquidation: \_\_\_\_\_ years \_\_\_\_\_ months  
 B. Creditors' voluntary liquidation: \_\_\_\_\_ years \_\_\_\_\_ months  
 C. Receivership: \_\_\_\_\_ years \_\_\_\_\_ months  
 D. Other insolvency related work\* : \_\_\_\_\_ years \_\_\_\_\_ months *#please provide details:* \_\_\_\_\_  
**E. Total length:** \_\_\_\_\_ years \_\_\_\_\_ months

**SECTION 5 PAYMENT** (mark a "✓" as appropriate)

**Course fee:**  **HK\$2,800** (for HKICPA member/student or RIF member) *Enrolment deadline: 31 October 2022*  
 **HK\$3,920** (for Non-member)

**Payment by:**  Cheque No. \_\_\_\_\_ payable to "HKICPA"  
 BOC HKICPA Visa  BOC HKICPA UnionPay Card  Other Visa / MasterCard

Card Number:     -     -     -     Card Expiry:   /    
 Month Year

Cardholder's Signature: \_\_\_\_\_ Cardholder's Name: \_\_\_\_\_  
 Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 day month year

- 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.
- Applications will not be processed if post-dated or dishonoured cheques are received.
- Any bank charges and/or expenses incurred as a result of unsuccessful credit card payments or dishonoured cheques shall be borne by the applicant.

**SECTION 6 POINTS TO NOTE**

- 1. Personal Data:** Personal data collected from the enrolment process and administration of courses 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, for keeping members informed of its services and for other uses internally. 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 link <https://www.hkicpa.org.hk/en/members-area/comm-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/>.
- 2.** The Institute reserves the right to cancel part/all of the programme, or change the dates, time, venues, contents and/or teachers due to unforeseen circumstances.
- 3.** 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 7 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

Date

\_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 day month year

\* 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.

**Successful enrolled participants will receive the link of the e-seminar and log-in details prior to the commencement of course.**