



## 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	Application deadline
WSHP16101901	19 (Wed) and 21 (Fri) October 2016	9:00 am to 5:00 pm	12 October 2016
WSHP16112301	23 (Wed) and 24 (Thurs) November 2016	9:00 am to 5:00 pm	16 November 2016

<b>Venues</b>	Hong Kong Institute of CPAs 27/F., Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong
<b>Language</b>	Cantonese with English terminology and handout
<b>Fee</b>	HK\$ 1,980 (non-members) HK\$ 1,680 (members or students / participants enrolled by HKICPA practising members)
<b>Participants</b>	Professional accountant, auditor, anyone who is interested to understand the principles of HKSA and related application
<b>Competency</b>	Accounting and financial reporting
<b>Rating</b>	Foundation to Intermediate level (Please refer to the <a href="#">Institute's online CPD Learning Resource Centre</a> for descriptions of competency and rating.)
<b>CPD Credit Hour</b>	14 hours

### REGISTRATION

- For online registration, please click **here** or visit [www.hkicpa.org.hk](http://www.hkicpa.org.hk)
- Only offline registration is accepted for participants enrolled by HKICPA practising members.
- To register offline (by post or by fax), please complete the enclosed enrolment form and return it with full payment to the Institute.
- Enrolments will be accepted on a first-come-first-served basis with priority given to the Institute's members.

# Workshop for audit staff and senior

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

19 and 21 October 2016 – [WSHP16101901]	23 and 24 November 2016 – [WSHP16112301]
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Admission Fee :  HK\$ 1,680 per person  
(for 2 days)  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:**
- 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.
  - 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. Cash is strictly NOT accepted.
  - 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 2:30 p.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.
  - 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.

**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/>.

**Payment & Enrolment Status Enquiry: 2287-7381**  
Fax : 2893-9853  
e-mail: [finance@hkicpa.org.hk](mailto:finance@hkicpa.org.hk)

**Event Information Enquiry: 2287-7012**  
e-mail: [tls@hkicpa.org.hk](mailto:tls@hkicpa.org.hk)

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

Name :	Name :
Address :	Address :