

Technical Training and Support Programme 2011



"The Success Ingredient for professional accountants is constant refreshment of our technical skills and knowledge in this demanding, dynamic profession..."

CPA: The Success Ingredient

The Institute's technical training and support team is running a comprehensive training programme to help you stay tuned for HKFRS, HKFRS for Private Entities, Clarified HKSA and Revised Code of Ethics and much more.

These events are specially priced for 2010-11 as part of the Institute's programme to enhance technical training and support services for members.



In 2010, the Institute's Technical Training and Support team launched a new training programme covering topical areas on HKFRS, HKFRS for Private Entities, the Revised Code of Ethics, and the Clarified HKSA. With the support of our members, over 90% of the events held were fully booked and feedback from members show that the sessions are highly regarded and well received.

Our mission to help members keep up to date with the most recent updates and latest developments in financial

reporting, audit and business assurance, and to refresh their knowledge and technical skills will continue in 2011.

The Technical Training and Support Programme 2011 has now been developed. Again, we need your support to make it a success.

Technical Training and Support Team

Technical Training and Support Programme 2011

Technical Update Evenings

Technical Update Evenings ("TUE") is a series of one and a half hour sessions of topical interest in financial reporting, auditing and ethics. The programme agenda covers current standards with particular emphasis on those which are of most relevance to PAIBs and SMPs.

Training for Audit Staff

The two-day workshops are designed to be a practical instruction for audit staff on planning and undertaking an audit assignment in accordance with professional standards. These workshops use relevant case studies as practical application guidance.

HKFRS for Private Entities Workshops

The HKFRS for Private Entities ("PEs") was issued as a new financial reporting option in Hong Kong for PEs on 30 April 2010 with immediate effect. We will take you through the 35 sessions of these standards which simplify the complexity of financial reporting without reducing the value of financial reporting by SMEs.

Audit Practice Manual Application Workshops

The one-day workshop is developed to take the participants through the Institute's revised Audit Practice Manual (revised "APM"), in particular the requirements of the Clarified Hong Kong Standards on Auditing and how they affect audit engagements of non-listed entities.

Auditing and Financial Reporting Forums

External speakers will share their knowledge and experience in their areas of expertise in these forums covering specific topics of interest, newly issued standards, interpretations, exposure drafts and practice notes.

The Revised Code of Ethics

The seminars will introduce members to the Revised Code of Ethics, effective 1 January 2011. Practical application guidance on particular independence issues and on how the code can be applied will be addressed.

Programme Timetable

From January to March 2011

	Jan	Feb	Mar
Technical Update Evenings (1.5 CPD Hours)	✓	✓	✓
Training for Audit Staff (2 full days with 14 CPD Hours)		✓	✓
Audit Practice Manual Application Workshop (1 full day with 7 CPD Hours)	✓	✓	✓
The Revised Code of Ethics (1.5 CPD Hours)	✓		✓
HKFRS for Private Entities Workshops (3 full days with 21 CPD Hours)		✓	
Auditing and Financial Reporting Forums (1.5 CPD Hours)	твс	твс	ТВС

You have been invited by

Technical Training and Support Team



Chris Joy Executive Director Standards and Regulation



Steve Ong Director Standard Setting



Winnie Chan Associate Director Standard Setting



Ambrose Wong Manager Standard Setting



Ben Lo Manager Standard Setting



Eky Liu Manager Standard Setting



... to join us for all of these events

Technical Update Evenings

Technical Update Evenings (TUE) is a programme of regular evening training sessions held by the Institute to provide comprehensive training to members to build up knowledge on current financial reporting and auditing issues. In each session, TUE aims to help members explore key areas of complexity within the standards and to increase members' abilities to deal with issues arising from the application of standards and get more knowledge on new topics.

The programme covers current standards but puts particular emphasis on those that have been identified as having particular application issues.



Programme schedule

Download Application Form

Apply on-line

	_	
TUE No	Date	Topic
130	11 January 2011 (Tuesday)	New and revised Accounting Standards/Guidance 2010/2011 (FULL)
131	25 January 2011 (Tuesday)	Risk Assessments and Auditors' Responses under New Clarified HKSAs 540 and 550
132	15 February 2011 (Tuesday)	Accounting for Financial Instruments (Part I)
133	22 February 2011 (Tuesday)	Accounting for Financial Instruments (Part II)
134	8 March 2011 (Tuesday)	Fraud and Going Concern Considerations with reference to HKSA 240 and HKSA 570
135	22 March 2011 (Tuesday)	Accounting for Group Accounts (Part I)
136	29 March 2011 (Tuesday)	Accounting for Group Accounts (Part II)

^{*} Please refer here for descriptions of other competencies and ratings.

^{##} All Technical Update Evenings are held from 7:00pm to 8:30pm

Training for Audit Staff

The learning objectives of this two-day audit workshop are to enable your audit staff to:

- Develop a basic understanding of an audit conducted in compliance with Hong Kong Standards on Auditing
- Understand the risk assessment process in a risk-based audit approach and be able to plan audit work to meet the audit objectives
- Perform appropriate audit procedures, including tests of controls and substantive procedures for common financial statements areas
- Record audit work in sufficient clarity and detail and understand how to deal with audit findings and/or errors arising during the course of the audit

The workshops will be organized in an interactive learning mode where participants will be guided to work through case illustrations. Discussions amongst the participants will be encouraged.



Programme schedule

Download Application Form	Apply on-line
Timo	Doadling for

Date	Topic	Time	Deadline for Applications
18 February 2011 (Friday)	Training for Audit Staff Works (FULL)	shop 9:00 am – 5:00 pm	9 February 2011
21 February 2011 (Monday)			
25 February 2011 (Friday)	Training for Audit Staff Work	shop 9:00 am – 5:00 pm	18 February 2011
28 February 2011 (Monday)			
3 March 2011 (Thursday)	Training for Audit Staff Work	shop 9:00 am – 5:00 pm	25 February 2011
4 March 2011 (Friday)			
17 March 2011 (Thursday)	Training for Audit Staff Work	shop 9:00 am – 5:00 pm	11 March 2011
18 March 2011 (Friday)			

^{*} Please refer here for descriptions of other competencies and ratings.

Audit Practice Manual Application Workshops

The Institute's revised Audit Practice Manual (revised "APM"), which was issued in November 2010, has been updated to address the requirements of Clarified Hong Kong Standards on Auditing which are effective for audits of financial statements for periods beginning on or after 15 December 2009.

- Sessions will be held to introduce the revised APM and the new requirements under the Clarified Hong Kong Standards on Auditing and how they affect audit engagements of non-listed entities.
- The training workshops are planned to refresh audit skills in risk assessment and risk response. Sessions on how to navigate the excel based audit programmes contained in the revised APM will also be included.

Participants are required to bring along their revised APM (either hardcopy or softcopy) for case illustrations.



Programme schedule

(A)	Face	to I	Face	Wo	rkshop
-----	------	------	------	----	--------

Download	Apply
Application Form	on-line

Date	Topic	Time	Deadline for Applications
21 January 2011 (Friday) (FULL)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	14 January 2011
24 January 2011 (Monday)(FULL)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	17 January 2011
28 January 2011 (Friday) (FULL)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	21 January 2011
14 February 2011 (Monday)(cancelled)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	7 February 2011
10 March 2011 (Thursday)(FULL)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	3 March 2011
24 March 2011 (Thursday)(FULL)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	17 March 2011
31 March 2011 (Thursday)(FULL)	Audit Practice Manual Application Workshop	9:00 am – 5:00 pm	22 March 2011

(B) Webinar

The Institute is also launching a webinar on the revised APM in January 2011. This webinar will provide an understanding of the overall structure of the revised APM, including impact of the new requirements of Clarified Hong Kong Standards on Auditing on the revised APM, from the comfort and convenience of you own desk. Click here for more details.

^{*} Please refer here for descriptions of other competencies and ratings.

The revised Code of Ethics for Professional Accountants

The HKICPA Code of Ethics for Professional Accountants (the Code) was revised in June 2010 to maintain convergence with the revised Code of Ethics for Professional Accountants issued by the International Ethics Standards Board for Accountants. The Code is revised to clarify the requirements for all professional accountants and significantly strengthen the independence requirements for auditors. The Code is effective from 1 January 2011.

The revised Hong Kong Code maintains the principles-based approach supplemented by detailed requirements where necessary, resulting in a Hong Kong Code that is robust but also sufficiently flexible to address the wide-ranging circumstances encountered by professional accountants.

Additional guidance is also included on the provisions governing acceptance of any payment in an agent-principal relationship under the Prevention of Bribery Ordinance.



Apply on-line

Programme schedule Date Topic 18 January 2011 The Revised Code of Eth	chedule	Application Form	on-liı
Date	Topic	Time	Deadline for Applications
18 January 2011	The Revised Code of Ethics	6:30 pm – 8:00 pm	13 January 20

Date	Topic	Time	Applications
18 January 2011 (Tuesday)	The Revised Code of Ethics	6:30 pm – 8:00 pm	13 January 2011
15 March 2011 (Tuesday)	The Revised Code of Ethics	6:30 pm – 8:00 pm	10 March 2011

Download

^{*} Please refer here for descriptions of other competencies and ratings.

HKFRS for Private Entities Workshops

The HKFRS for Private Entities (HKFRS for PEs) was issued with effect from 30 April 2010. Workshops will be organized for the purpose of assisting members with the implementation of the new HKFRS for PEs.

The HKFRS for PEs workshops will take place over three days. Each day will be broken down into a number of sessions. Each session will include plenary instruction followed by group break-out exercises and feedback. The agenda of the workshops is based largely on IASB training materials with practical guidance on application of all sections of the standard.



Programme schedule

Download Application Form

Apply on-line

Date	Topic	Time	Deadline for Applications
12 February 2011 (Saturday)	HKFRS for Private Ent Workshop (FULL)	· ·	1 February 2011
19 February 2011 (Saturday)	(Venue: KPMG Training Co 28/F., Oxford House, Tai Koo F 979 King's Road, Quarry Bay, Kong)	· · · · · · · · · · · · · · · · · · ·	
26 February 2011 (Saturday)			

^{*} Please refer here for descriptions of other competencies and ratings

Auditing and Financial Reporting Forums

Auditing and Financial Reporting Forums are organized by the Institute as part of the fifth long range plan 2007-2011, to enhance public recognition and support for the Institute's role as the standard setter on financial reporting, auditing and professional ethics in Hong Kong.

Further details of the forums will be announced in due course.

Language

English

Competency &

Financial Accounting and Reporting / Auditing and Assurance /Ethics

Rating

Intermediate Level*

CPD Credit Hour

Depending on type of Forum

Fee

Depending on length of Forum

Venue

HKICPA Training Centre 27/F, Wu Chung House, Wanchai

Other services provided by the Institute's Standard Setting Department and Technical Training and Support Team

TechWatch

A monthly publication with the objective of updating members on the latest technical developments in auditing, code of ethics, financial reporting and business http://www.hkicpa.org.hk/en/standards-and-regulations/technical-resources/techwatch

Small and Medium-sized Practitioners and Small and Medium-sized Enterprise Resource Centre

Specifically created to assist the SMP and SME sectors to access technical publications and knowledge on an effective basis

http://www.hkicpa.org.hk/en/standards-and-regulations/technical-resources/smp-and-sme-resource-centre

Financial reporting and auditing alerts

Alert to draw members' attention to topical financial reporting and auditing issues that should be given particular attention

http://www.hkicpa.org.hk/en/standards-and-regulations/technical-resources/financial-and-auditing-alert

Staff summary of newly issued financial reporting standards

Provide members with an overview of requirements in relation to new Hong Kong Financial Reporting Standards issued by the Institute

http://www.hkicpa.org.hk/en/standards-and-regulations/technical-resources/staff-summary

> Technical enquiry system

Members can submit technical queries by email on standards issued by the Institute and where appropriate, examples will also be provided to assist members' understanding on issues related to auditing, code of ethics or financial reporting

https://app1.hkicpa.org.hk/professionaltechnical/policy/content.php

HKFRS for Private Entities Information Centre

Specially created to assist members and other stakeholders to have an easy access to information in relation to the HKFRS for Private Entities

http://www.hkicpa.org.hk/en/standards-and-regulations/standards/hkfrs-pe-info-centre

Technical Update Evenings

January - March 2011

Please click here for online enrolment

(for HKICPA members only)

Please allow 4 days to process your application. To avoid delaying the process, please do NOT make any unnecessary enquiries. You can check your enrolment status at "My CPA" at http://www.hkicpa.org.hk. Unsuccessful enrolment will be notified 2 days before the event with full refund.

Name				H	HKICF	A Me	embe	rship /	Stud	lent	No						_		
Comp	any Name																		_
Telephone No Fax No			0	Email (for enrolment confirmation purpose)													_		
			st the session(s) fo																
FULL	TUE 130 – 11 Ja	nuary	2011 (TUE110111)	TUE 13	31 – 25 Janu	ary 201	1 (TUE	1101	25)	1	UE 1	32 –	15 F	ebrua	ary 20	11 (TUE	1102 ⁻	15)
	TUE 133 – 22 Fe	bruary	2011 (TUE110222)	TUE 13	34 – 8 March	2011 (TUE11	0308)		UE 1	35 –	22 N	larch	2011	(TU	E 11	0322	!)
	TUE 136 – 29 Ma	arch 20	011 (TUE110329)																
Payr	ission Fee: ment by: eque should be	_ _	HK\$ 120 per per HK\$ 190 per per Cheque no.: Visa / Master cre le payable to "Hong	son (Non-	-HKICPA n (B	nembe ank: _												I	
For p	payment by cred	lit car	d, please fill in the fo	ollowing:	Card no.:														
	holder's Name : se print)				Card Exp	iry Da	te (mo	onth/	year)	:									
Date	:				Cardhold	er's Si	gnatu	re:											
FOR	OFFICE USE				Auth	ı. code	no.			Han	dled	by				Da	ate		
					•														

Note:

- 1. Please complete the Enrolment Form and return it to the Finance & Operations Department on or before the deadline, together with full payment.
- 2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
- 3. For credit card payment, please fax the enrolment form to 2893 9853. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
- 4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 2 working days prior to the event date, please contact Ms. Katrina Tsang at 2287-7012 or email: mcs.msce@hkicpa.org.hk
- 5. If typhoon signal no.8 or above / Black rainstorm warning is hoisted at or after 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.
- 6. No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstance.

Training for Audit Staff

February – March 2011

Please click here for online enrolment (for HKICPA members only)



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

Name: (*Mr. / Mrs.	H	KICPA	Ме	mbersl	nip N	lo.:											
Company name: _							-						olica	ble))		_
Position held:				Emai	l:	(fo											
Telephone No.:			I	ax No).: _	(fo	r enr	olm	ent d	conf	irma	ation	pur	pos	e)		_
(Tick as appropriate)	Event Code			Works	hop							Enr	olme	nt d	eadli	ine	
(FULL)	WAS110218	18 Februa	ry 2011 (Frid	ay) & 2	1 Fe	bruary	2011	l (Mo	onda	ıy)		91	Febr	uary	201	1	
	WAS110225	25 Februa	ry 2011 (Frid	ay) & 2	:8 Fe	bruary	2011	(Mo	onda	ıy)		18	Febr	uar	/ 20	11	
	WAS110303	3 March 2011 (Thursday) & 4 March 2011 (Friday) 17 March 2011 (Thursday) & 18 March 2011 (Friday)								25 February 2011							
	WAS110317									11 March 2011							
	☐ HK\$ 840 per☐ HK\$ 1,350 p	. `		,	ers)												
•	•	neque no.: (Bank:) sa / Master credit card															
Cheque should be m			stitute of Ce	rtified	Publ	ic Acc	ounta	ants	"								
or payment by credit	card, please fill in t	he following:	Card no.:														
Cardholder's Name : Please print)			Card Expiry	/ Date	(mor	nth/yea	r) :	ı	1		î	<u>ı </u>		I			

Note:

FOR OFFICE USE

Date:

1. Please complete the Enrolment Form and return it to the Finance & Operations Department on or before deadline, together with full payment.

Cardholder's Signature :
Auth. code no.

- 2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
- 3. For credit card payment, please fax the enrolment form to 2893 9853. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
- 4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 3 working days prior to first session of the workshop, please contact Ms. Katrina Tsang at 2287-7012 or email: mcs.msce@hkicpa.org.hk
- 5. 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.
- 6. No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstance.

Payment & Enrolment Status Enquiry: 2287-7379 e-mail: finance@hkicpa.org.hk

Event Information Enquiry: 2287-7012

Handled by

Date

e-mail: mcs.msce@hkicpa.org.hk

Audit Practice Manual Application Workshops

January – March 2011

Please click here for online enrolment (for HKICPA members only)



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

Name: (*Mr. / Mrs	. / Ms.)	HKICPA Membership No.:	HKICPA Membership No.:						
			(if applicable)						
		Email:(for enrolment confire							
Telephone No.:		(for enrolment confiri							
(Tick as appropriate)	Event Code	Audit Practice Manual Application Workshop	Enrolment deadline						
	APM110121	21 January 2011 (Friday) (FULL)	14 January 2011						
	APM110124	24 January 2011 (Monday) (FULL)	17 January 2011						
	APM110128	28 January 2011 (Friday) (FULL)	21 January 2011						
	APM110214	14 February 2011 (Monday) (cancelled)	7 February 2011						
	APM110310	10 March 2011 (Thursday) (FULL)	3 March 2011						
	APM110324	24 March 2011 (Thursday) (FULL)	17 March 2011						
	APM110331	31 March 2011 (Thursday) (FULL)	22 March 2011						
Admission Fee:	☐ HK\$ 420 ner	person (HKICPA members)							
Admission Fee.	•	person (Non-HKICPA members)							
Payment by:	•	(Bank:)							
*Cheque should be r		Hong Kong Institute of Certified Public Accountants"							

Note:

Date:

Cardholder's Name:

FOR OFFICE USE

(Please print)

Please complete the Enrolment Form and return it to the Finance & Operations Department on or before deadline, together with full payment.

Card Expiry Date (month/year):

Cardholder's Signature: Auth. code no.

- 2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
- For credit card payment, please fax the enrolment form to 2893 9853. For payment by cheque, the enrolment will only be 3. processed upon receipt of full payment.

Card no .:

- 4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 3 working days prior to the event date, please contact Ms. Katrina Tsang at 2287-7012 or email: mcs.msce@hkicpa.org.hk
- 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 5. be cancelled. Your admission fee will be refunded in the event of cancellation due to bad weather.
- No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstance.

Payment & Enrolment Status Enquiry: 2287-7379 e-mail: finance@hkicpa.org.hk

For payment by credit card, please fill in the following:

Event Information Enquiry: 2287-7012 e-mail: mcs.msce@hkicpa.org.hk

Handled by

Date

The revised Code of Ethics for Professional Accountants

January - March 2011

Please click here for online enrolment (for HKICPA members only)



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

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

Name: (*Mr. / Mr	s. / Ms.)	HKICPA Membership No.:													
`	,								(i	f app	olica	ble)		_
Company name:															
Position held:			Ema	il:	(for				<i>c:</i>						
Telephone No.:			Fax N	0.:											
Please mark a "✔" aç	gainst the session(s) for which you wi	sh to apply													_
18 Januar	y 2011 (SS110118)		5 Marcl	า 201	1 (SS110)315)									
Payment by:	 ☐ HK\$ 60 per person (HKIC ☐ HK\$ 100 per person (Non ☐ Cheque no.: ☐ Visa / Master credit card made payable to "Hong Kong In 	ı-HKICPA r (B	nembei ank:											1	
For payment by cred	it card, please fill in the following:	Card no.:													
Cardholder's Name (Please print)		Card Exp	iry Date	(mo	nth/year):									
Date :		Cardhold	er's Sig	natur	e:										
FOR OFFICE USE		Auth	ı. code ı	10.		Han	dled I	by				Da	ite		

Note:

- 1. Please complete the Enrolment Form and return it to the Finance & Operations on or before the deadline, together with full payment.
- 2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
- 3. For credit card payment, please fax the enrolment form to 2893-9853. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
- 4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 3 days prior to the event date, please contact Ms. Katrina Tsang at 2287-7012 or email: mcs.msce@hkicpa.org.hk
- 5. If typhoon signal no.8 or above / Black rainstorm warning is hoisted at or after 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.
- 6. No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstance.

Payment & Enrolment Status Enquiry: 2287-7379 e-mail: finance@hkicpa.org.hk

Event Information Enquiry: 2287-7012

e-mail: mcs.msce@hkicpa.org.hk

HKFRS for Private Entities Workshops

February 2011

Please click here for online enrolment (for HKICPA members only)



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

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

Name: (*Mr. / I	Иrs. / Ms.)	HKICPA Membership No.:										
·				(if a	pplicable)							
Company name	:											
Position held:		Email:	(for enrolment co	nfirmati	on nurnocol							
Telephone No.:												
WPE110212	HKFRS for Priv	ate Entities Workshops		Enrol	ment deadline							
(FULL)	Day 1 – 12 February 2011 (Sature Day 3 – 26 Fel	2011 (Saturday)	1 F	1 February 2011								
Venue: KPMG	Training Centre, 28/F., Oxford Ho	use, Tai Koo Place, 979 K	ing's Road, Quar	ry Bay, I	Hong Kong							
Admission Fee:	☐ HK\$ 1,260 per person (Hh☐ HK\$ 2,020 per person (No	•										
Payment by:	☐ Cheque no.: ☐ Visa / Master credit card	•)									
*Cheque should l	pe made payable to "Hong Kong In	stitute of Certified Public A	Accountants"									
or payment by cr	edit card, please fill in the following:	Card no.:										
Cardholder's Nam (Please print)	e:	Card Expiry Date (month/y	year):									
Date :		Cardholder's Signature :										
FOR OFFICE US	E	Auth. code no.	Handled by		Date							

Note:

- Please complete the Enrolment Form and return it to the Finance & Operations Department on or before deadline, together with full payment.
- 2. Enrolment is accepted on a first-come-first-served basis. No telephone reservation will be accepted.
- 3. For credit card payment, please fax the enrolment form to 2893 9853. For payment by cheque, the enrolment will only be processed upon receipt of full payment.
- 4. Confirmation of registration will be sent by e-mail. If confirmation has not been received 3 working days prior to first session of the workshop, please contact Ms. Katrina Tsang at 2287-7012 or email: mcs.msce@hkicpa.org.hk
- 5. 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.
- 6. No refund will be entertained unless your enrolment is unsuccessful or the event is cancelled due to unforeseen circumstance.

Payment & Enrolment Status Enquiry: 2287-7379 e-mail: finance@hkicpa.org.hk

Event Information Enquiry: 2287-7012

e-mail: mcs.msce@hkicpa.org.hk