



ENROLLMENT FORM

Please read the following important notes before completing the enrollment form:

1. You can enroll in the CTA Examination online at www.tihk.org.hk/v2/cta/enrolment (log-in required).
2. Please complete this form for application for exemption from the CTA Examination, and provide the supporting documents.
3. Exemption may be granted from Paper 1, Paper 2, Paper 3 or Paper 4, or a combination thereof, up to a maximum of 4 papers only, to candidates who possess the recognised professional qualification or have completed the accredited academic programmes listed in the Appendix. No exemption from Paper 5 is to be granted.
4. All examination fees and exemption fees are **NON-REFUNDABLE**.
5. Please submit this form to the Institute **on or before 12:00 noon, 13 September 2019**. Late submission will not be accepted.
6. Provision of personal data to the Institute is on a voluntary basis. Information provided to the Institute will be used for the purpose relating to the administration of the CTA Examination only.
7. Apart from the purpose stated above, your personal information will not be transferred to any parties, unless such parties are authorised by law and request the information.
8. Under the Personal Data (Privacy) Ordinance, you have the right to request access to and correction of your personal data. Such request should be made in writing to the Institute's Secretariat.

A. Personal Particulars (Please complete this part in BLOCK letters)

Membership/ Student No.: _____

HKID/ Passport No.: _____

Surname: _____

Other Names: _____

Name in Chinese: _____

Contact Tel. No.: _____

Email: _____

(Enrollment confirmation will be sent to candidates by email after the enrollment deadline)

Correspondence Address: Same as the address in my membership record

Please use my other address as follows:

B. Enrollment for CTA Examination (Please tick as appropriate)

Paper	Examination Date	Examination Fee	Enrollment
Paper 1 - Accounting and Finance	23 Oct 2019 (PM)	HKD1,600 per paper	
Paper 2 - Hong Kong Tax	24 Oct 2019 (AM)		
Paper 3 - International Tax	25 Oct 2019 (AM)		
Paper 4 - PRC Tax	24 Oct 2019 (PM)		
Paper 5 - Advanced Taxation Practice	25 Oct 2019 (PM)		

Total examination fee to be paid: HKD _____

I am a student/ graduate of the CityU SCOPE's Professional Diploma in Tax Advisory Programme (Previous name: Continuing Education Diploma in Tax Advisory) and I wish to apply for waiver of my examination fee for Paper(s) _____ and my SCOPE's student no. is _____

C. Application for Exemption(s) from CTA Examination (Please tick as appropriate)

Paper	Exemption Fee	Application
Paper 1 - Accounting and Finance	HKD1,000 per paper	
Paper 2 - Hong Kong Tax		
Paper 3 - International Tax		
Paper 4 - PRC Tax		

Total exemption fee to be paid: HKD _____

Please state your reason(s) for applying the exemption(s):

- I am a full member of _____ and I have passed the relevant professional examination(s). Copies of my transcript and membership certificate are attached.
- I am a graduate of the Institute’s accredited undergraduate programme.
 University: _____
 Programme name: _____
 Relevant course(s) taken: _____
 Graduation Year: _____
 Copies of my transcript and graduation certificate are attached.
- I am a graduate of the Institute’s accredited postgraduate programme.
 University: _____
 Programme name: _____
 Relevant course(s) taken: _____
 Graduation Year: _____
 Copies of my transcript and graduation certificate are attached.
- I am a graduate of the CityU SCOPE’s Professional Diploma in Tax Advisory Programme (Previous name: Continuing Education Diploma in Tax Advisory).
 Graduation Year: _____
 Copies of my transcript and graduation certificate are attached.
- I hold an accounting or a business related degree awarded by a recognised tertiary institution, with completion of accounting and finance modules of comparable standards in my study. Copies of my transcript and graduation certificate are attached.
- Other: _____

D. Payment Method (Please tick as appropriate)

- By Cash**
 I tender in cash totaling HKD _____ as examination and exemption fees (if applicable).
- By Cheque**
 I enclose herewith a crossed cheque no. _____ in the sum of HKD _____ payable to “**The Taxation Institute of Hong Kong**” as examination and exemption fees (if applicable).
Note: If you wish to pay the examination fee by credit card, please visit the Institute’s website for online enrollment.

E. Declaration

I agree that I will, to the best of my knowledge, provide information necessary for the Institute’s consideration of my application for exemption(s) from the CTA Examination. To the best of my knowledge, I declare that the information included and attached to this Enrollment Form is true and complete.

Signature of Applicant: _____

Date: _____

FOR OFFICE USE ONLY						
Date received	Payment received	Supporting document(s)	Checked by	Exemption(s) Approved by	Approval date	Remarks

CERTIFIED TAX ADVISER (CTA) QUALIFYING EXAMINATION 2019

Exemptions

1. The Institute recognises different academic and professional qualifications which are of comparable standing to the Certified Tax Adviser (CTA) Qualifying Examination.
2. The Institute starts its accreditation exercise in 2018. Exemptions from the respective examination papers of the CTA Examination may be granted, on the basis of successful completion of the relevant courses, to graduates of the accredited undergraduate or postgraduate programmes offered by the UGC-funded tertiary education institutions in Hong Kong.
3. In any event, a candidate may in aggregate be granted exemption from a maximum of four papers, and no exemption may be granted from Paper 5.
4. **The Institute reserves the right on the final decision in granting exemptions from the CTA Examination.** Details of the exemptions are as follows:

A. Recognised Professional Qualifications

Exemptions may be granted to members of the following approved professional bodies, provided that they have sat and passed the relevant examination paper in the professional examinations offered by the respective professional bodies:

Professional Body	Required Membership	Paper 1	Paper 2
ACCA	Full Members who have completed the ACCA Qualification exams	<i>Exempted</i>	<i>Exempted</i>
CPA Australia	Full Members who have completed the CPA Programme	<i>Exempted</i>	
Hong Kong Institute of Certified Public Accountants	Full Members who have completed the Qualification Programme or Practising Certificate Examinations (including the taxation module)	<i>Exempted</i>	<i>Exempted</i>
Hong Kong Institute of Chartered Secretaries	Full Members who have completed the International Qualifying Scheme (including Hong Kong Taxation subject or equivalent)	<i>Exempted</i>	<i>Exempted</i>

Exemptions may also be granted to members of other professional bodies which are not on the list. Applicants will be requested to submit the relevant information for the Institute's consideration.

B. Accredited Undergraduate Programmes

Exemption may be granted, on the basis of successful completion of the relevant courses, to graduates of the following undergraduate programmes during the accreditation period. No exemption from Paper 3 may be granted to graduates of the following programmes.

Programme	Accreditation Period	Paper 1	Paper 2	Paper 4
Chinese University of Hong Kong				
BBA (Hons) in Professional Accountancy	3 years (1 Jan 2018 – 31 Dec 2020)	<i>Exempted</i>	<i>Exempted</i>	<i>Exempted</i>
		with completion of ACCT3111 Financial Reporting I plus ACCT3112 Financial Reporting II plus FINA2010 Financial Management	with completion of ACCT3161 Taxation	with completion of ACCT4262 China Taxation
Hang Seng University of Hong Kong				
BBA (Hons) (with Accounting Concentration)	3 years (1 Jan 2018 – 31 Dec 2020)	<i>Exempted</i>	<i>Exempted</i>	<i>Exempted</i>
		with completion of ACY3001 Intermediate Accounting 1 plus ACY3002 Intermediate Accounting 2 plus FIN2001 Financial Management	with completion of ACY3003 Hong Kong Taxation	with completion of ACY4010 PRC Taxation
BBA (Hons) in Corporate Governance	3 years (1 Jan 2018 – 31 Dec 2020)	<i>Exempted</i>	<i>Exempted</i>	<i>Exempted</i>
		with completion of ACY3111 Corporate Accounting 1 plus ACY3112 Corporate Accounting 2 plus FIN2001 Financial Management	with completion of ACY3003 Hong Kong Taxation	with completion of ACY4010 PRC Taxation
Open University of Hong Kong				
BBA (Hons) in Accounting (part-time distance learning)	3 years (1 Jan 2018 – 31 Dec 2020)	<i>Exempted</i>	<i>Exempted</i>	
		with completion of ACT B331 Company Accounting I plus ACT B332 Company Accounting II plus ACT B313 Management and Cost Accounting plus FIN B280 Introduction to Financial Management	with completion of ACT B414 Taxation I	

Programme	Accreditation Period	Paper 1	Paper 2	Paper 4
BBA (Hons) in Professional Accounting	3 years (1 Jan 2018 – 31 Dec 2020)	<i>Exempted</i>	<i>Exempted</i>	
		with completion of ACT B331F Company Accounting I plus ACT B332F Company Accounting II plus ACT B313F Management and Cost Accounting plus FIN B280F Introduction to Financial Management	with completion of ACT B414F Taxation I	
BBA (Hons) in Accounting and Finance <i>(offered in Sep 2019, with 1st batch of students graduating in Jun 2021)</i>	2 years (1 Jan 2021 – 31 Dec 2022)	<i>Exempted</i>	<i>Exempted</i>	
		with completion of ACT B331F Company Accounting I plus ACT B332F Company Accounting II plus ACT B313F Management and Cost Accounting plus FIN B280F Introduction to Financial Management	with completion of ACT B414F Taxation I	
BBA (Hons) in Accounting and Taxation <i>(offered in Sep 2019, with 1st batch of students graduating in Jun 2021)</i>	2 years (1 Jan 2021 – 31 Dec 2022)	<i>Exempted</i>	<i>Exempted</i>	<i>Exempted</i>
		with completion of ACT B331F Company Accounting I plus ACT B332F Company Accounting II plus ACT B313F Management and Cost Accounting plus FIN B280F Introduction to Financial Management	with completion of ACT B414F Taxation I	with completion of ACT B419F PRC Tax

C. Accredited Postgraduate Programme

Exemption may be granted, on the basis of successful completion of the relevant courses, to graduates of the following postgraduate programme during the accreditation period. No exemption from Paper 5 may be granted to graduates of the following programme.

Programme	Accreditation Period	Paper 1	Paper 2	Paper 3	Paper 4
Chinese University of Hong Kong					
Master of Accountancy	3 years (1 Jan 2018 – 31 Dec 2020)	<i>Exempted</i>	<i>Exempted</i>	<i>Exempted</i>	<i>Exempted</i>
		with completion of ACCT5110 Financial Accounting & External Reporting plus FINA5010 Financial Management (previous course name: ACCT5180 Financial Management for Professional Accountants)	with completion of ACCT5160 Taxation & Tax Planning	with completion of ACCT6161 International Tax Planning & Management	with completion of ACCT6160 Taxation in China

D. Other Exemptions

Exemption may be granted to holders of the following qualifications which are entitled to various exemptions from the CTA Examination:

Condition / Programme	Paper 1	Paper 2	Paper 3	Paper 4
Candidates who hold an accounting or a business related degree awarded by a recognised tertiary institution, with completion of accounting and finance modules of comparable standards in their study.	<i>Exempted</i>			
Candidates who have completed a Conversion Programme accredited by Hong Kong Institute of Certified Public Accountants under their Qualification Programme; or a similar programme organised by other professional accountancy bodies of comparable standing.	<i>Exempted</i>			
School of Continuing and Professional Education, City University of Hong Kong				
Professional Diploma in Tax Advisory (Previous programme name: Continuing Education Diploma in Tax Advisory)		<i>Exempted</i>	<i>Exempted</i>	
Jinan University				
Master of Finance in Taxation	<i>Exempted</i>		<i>Exempted</i>	<i>Exempted</i>
The Hong Kong Polytechnic University				
Master of Corporate Governance	<i>Exempted</i>	<i>Exempted</i>		
Master of / Postgraduate Diploma in Professional Accounting	<i>Exempted</i>	<i>Exempted</i>		