

Revision Courses for the Certified Tax Adviser (CTA) Qualifying Examination 2016

The School of Continuing and Professional Education, City University of Hong Kong (CityU SCOPE) offers the following revision courses to help students prepare for the Certified Tax Adviser (CTA) Qualifying Examination administered by the Taxation Institute of Hong Kong (TIHK).

Introduction

TIHK has been serving the taxation profession in Hong Kong for 40 years. The CTA designation is designed to set a benchmark for new entrants to the taxation profession and to enhance the confidence of employers in persons holding such a qualification.

The CTA Qualifying Examination will be held in October 2016 and it consists of five papers, namely, **Paper 1 "Accounting and Finance"**, **Paper 2 "Hong Kong Tax"**, **Paper 3 "International Tax"**, **Paper 4 "PRC Tax"** and **Paper 5 "Advanced Taxation Practice"**. For more information about CTA Qualifying Examination and designation, please refer to www.tihk.org.hk.

Course Details

| Course Title | Course Code | Course Date and Time | | Course Schedule |
|--|-------------|--|--|------------------------|
| Paper 2: Hong Kong Tax | 163-50164 | 23, 30 Sep & 7 Oct 2016 (Friday) 28 Sep & 5 Oct 2016 (Wednesday) | 7:00pm – 10:00pm | 15 hours per course |
| Paper 3: International Tax | 163-50165 | 18, 25 Sep & 2 Oct 2016 (Sunday) 20 & 27 Sep 2016 (Tuesday) | 7:00pm – 10:00pm (Tuesday) 10:00am – 1:00pm (Sunday) | |
| Paper 5: Advanced Taxation Practice | 163-50173 | 18, 25 Sep & 2 Oct 2016 (Sunday) 24 Sep 2016 (Saturday) 29 Sep 2016 (Thursday) | 7:00pm – 10:00pm (Thursday) 2:00pm – 5:00pm (Saturday & Sunday) | |

Course Fee : HK\$1,200 per course

Application Deadline : 6 September 2016 (Tuesday). Late application will not be considered

Medium of Instruction : Cantonese supplemented with English terminology

Venue : CityU SCOPE Learning Centre in Kowloon Tong or other designed venues

* Individual instructors may recommend students to buy textbooks. The textbook fees are not included in the course fee.

Enquiries of Application Status

An acknowledgment of application will be sent to applicants via email. Enquiries on application status can also be made by visiting our website: www.cityu.edu.hk/ce/enrol/que seven working days after submission of enrolment form.

Enrolment Form for General Course

Please refer to the Application Guide & Course Information before completing this form. Kindly fill in the application form clearly in English BLOCK Letters.

PERSONAL PARTICULARS (* Please delete as appropriate)

Name (Shown on HKID Card / Passport) _____ (English) _____ (Chinese)

HKID Card / Passport No* _____ Gender M / F* Date of Birth _____ (dd/mm/yy)

Place of Origin (for non-local applicants only) _____

Correspondence Address _____

Tel _____ (Office) _____ (Home) _____ (Mobile#)

Fax _____ Email _____

*Urgent notice will be sent to your mobile phone via SMS

EDUCATION Highest Education Attained (Please " ✓ " as appropriate)

- Secondary or below Diploma / Higher Certificate / Certificate Postgraduate Diploma/Certificate
 Form 5 or equivalent Associate Degree / Higher Diploma Master's Degree
 Form 6, Form 7 or equivalent Bachelor's Degree Doctoral Degree

COURSES TO BE TAKEN (Please use a separate cheque for each course.)

| Course Title | Course Code | Fee | Cheque No |
|--|-------------|-----|-----------|
| Paper 2: Hong Kong Tax | 163-50164 | | |
| Paper 3: International Tax | 163-50165 | | |
| Paper 5: Advanced Taxation Practice | 163-50173 | | |

Bank: _____ Branch: _____

DECLARATION

- I declare that I have read and understood the nature and details of the Application Guide & Course Information.
- I declare that all the information given in support of this application form and the attached supporting documents are, to the best of my knowledge, accurate and complete, and agree to provide original document(s) for verification of my qualifications when required. I understand that this information will be used in the admission decision process, I accept that if, in reading and completing this application, I knowingly or carelessly provided untrue or incomplete information, any offer of admission, whether accepted or not, may be disqualified and / or I may be required to withdraw from any course which I am enrolled in and all fees paid will not be refunded.
- I authorize SCOPE to obtain, and the relevant authorities to release, any and all information about my academic and / or professional qualifications obtained in Hong Kong and elsewhere.
- I authorize SCOPE to use my data to carry out checks regarding my application and records of previous studies in the University and other institutions.
- I understand that, upon my registration in a course, the data will become part of my student record and may be used for all purposes relating to my study in the course.
- I consent that if admitted to the course, I will conform to the statutes and regulations of City University of Hong Kong and SCOPE.

Signature _____ Date _____

- SCOPE would like to provide you information on our programmes / courses to help navigating your lifelong learning. If you do not wish to receive such information, please " ✓ " the box.

Application Guide for General Course

1. Applicants may enrol in person or send the completed enrolment form together with the course fee in form of a crossed cheque or cashier's order made payable to "City University of Hong Kong" to :
School of Continuing and Professional Education (SCOPE) Office hours : Mon - Fri : 9am - 12noon; 2pm - 5pm Sat : 9am - 12noon
Lower Ground Floor, Academic Exchange Building Closed on Sundays and Public Holidays
City University of Hong Kong Enquiries : 3442 5487 / 3442 7423
Tat Chee Avenue, Kowloon Email : team3@scope.edu Website : www.scope.edu
Please use a separate cheque for each course and note that post-dated cheque will not be accepted.
2. Reservation of a place by fax is not accepted.
3. SCOPE reserves the rights not to admit an applicant. Places allocated in each class are not transferable. Fees are not refundable or transferable.
4. SCOPE reserves the rights to alter course details such as date, time, venue and instructor as well as to cancel courses.
5. Non-local applicants are defined as persons entering Hong Kong for the purpose of education with a student visa/entry permit issued by the Director of Immigration. For details, please contact the Immigration Department of the HKSAR Government (Tel: 2824 6111; Website: www.immd.gov.hk)
6. Participants will receive an acknowledgement of enrolment, and a timetable together with venue directions at least one week before commencement of the course. Please contact us if you do not receive any notification one week before course commencement.
7. Personal data provided on the application form will be used by SCOPE for purposes relating to application and admission. For details of the Personal Data Collection Statement, please refer to the website: www.cityu.edu.hk/ce/pdcs
8. SCOPE is committed to equal opportunities in education and seeks to provide every possible means to assist students with disabilities and to facilitate their learning. Students concerned are invited to write to SCOPE to specify what special assistance is needed. All information collected will be kept confidential.
9. SCOPE will make special arrangements when Typhoon Signal No.8 or above is hoisted, or when a Black Rainstorm Warning Signal is issued by the Hong Kong Observatory. Please visit SCOPE Website for details.