



# Certified Practising Accountants Papua New Guinea

(Established under the Accountants Act 1996)

## APPLICATION FOR ADMISSION TO MEMBERSHIP REGISTERED ACCOUNTING GRADUATE (RAG) STATUS

Citizens who obtain a Degree (minimum) qualification in Commerce (Major in Accounting) from a tertiary institution recognised by CPA PNG are required to apply for the Registered Accounting Graduate (RAG) status in the CPA category.

**This application must be completed in block letters and sent with the fee below.**

- Payment can be made by **Direct Deposit to CPA PNG Account No: #10000 20740, BSP-Gordons** and email/fax copy of remittances with renewal form to our national office. Alternatively, you can make payment at CPA PNG National office using the Eftpos machine.
- No cash payments allowed at the CPA PNG National and Branch Offices

**REGISTERED ACCOUNTING GRADUATE (RAG) - AMOUNT PAYABLE \* K440 [ ]**

(\* Payment is Inclusive of the Non-Refundable Fee of K110)

### PERSONAL DETAILS:

Surname: (Mr/Mrs/Ms/Miss): .....

First Name: .....

Address for correspondence: .....

.....

.....

Date of Birth: ...../...../.....)

**NATIONALITY:** PNG Citizen [.....] Other:(Pls. State) [.....]

### PRESENT EMPLOYMENT

Employer: .....

Address: .....

.....

Nature of Business: .....

Position Title: .....

Telephone:..... Fax: ..... Email: .....

**EMPLOYMENT HISTORY** Please show previous positions for last ten years.



# Certified Practising Accountants Papua New Guinea

(Established under the *Accountants Act 1996*)

<u>From Year</u>	<u>To Year</u>	<u>Employer Name &amp; Address</u>	<u>Title</u>
.....	.....	.....	.....
.....	.....	.....	.....

## **TERTIARY EDUCATION**

<u>Degree/Diploma Certificate</u>	<u>Where Obtained</u>	<u>Year</u>
.....	.....	.....
.....	.....	.....
.....	.....	.....
.....	.....	.....

**IMPORTANT:** *For All attached copies of university degree (or equivalent) must be certified by a Commissioner of Oaths or a Justice of the Peace.*

## **TESTIMONIALS**

Please submit two (2) written testimonials dated within three (3) months of the date of this application, either from a member of this Institute, a minister of religion, a businessperson of good standing in the community, or a member of another professional body. One testimonial may be from your employer.

### **Testimonials attached:**

<u>Name</u>	<u>Company</u>	<u>Title</u>	<u>Phone/Fax</u>
.....	.....	.....	.....
.....	.....	.....	.....

Also include the names of two (2) referees that the Institute may contact.

.....	.....	.....
.....	.....	.....

**(Require four (4) different people for the above: 2, written testimonial letters & 2, names of referees)**



# Certified Practising Accountants Papua New Guinea

(Established under the *Accountants Act 1996*)

## **DECLARATION**

### **ALL APPLICANTS MUST FILL IN THIS FORM**

I, the undersigned, hereby apply for Membership with Certified Practising Accountants Papua New Guinea (CPA PNG) in a classification to be decided by the Council of CPA PNG.

If admitted, I agree to be bound by the provisions of the 1996 Accountants Act (and amendments).

I agree to promote the objectives of the Institute as best I can.

I further declare that I have not been convicted of a criminal offence of a financial nature. Nor have I been adjudicated bankrupt or declared insolvent.

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**Dated**

\_\_\_\_\_  
**[Print Name]**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
**(Signature of witness) - Witnessed by a CPA  
member of CPA PNG or Commissioner for Oaths**

**Dated**

*(If choosing a member of CPA PNG, one must be a full member and not an Accounting Technician or a Registered Graduate)*

\_\_\_\_\_  
**[Print Name]**

\_\_\_\_\_  
**Membership Number  
(CPA ID)**

### **Check List - Please tick to ensure that the following are completed:-**

***This has to be marked when filling in the form.***

- Fee included
- Completed all sections
- Attached certified copies of certificate/diploma /degree certificates (has to be signed by  
a  
Commissioner for Oaths stating "It is a True Copy of the Original")
- Two written testimonials
- Names of two referees
- Declaration signed and witnessed

#### **For Office Use Only**

Date Received: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ Fee Paid: K \_\_\_\_\_ Receipt No: \_\_\_\_\_

Date Admitted: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ CPA ID No: \_\_\_\_\_ Received By: \_\_\_\_\_

CPA Haus, Level 2 (Street Level) Armit Street, Paga Hill, Port Moresby  
P.O. Box 1937, Port Moresby, National Capital District, Papua New Guinea  
Telephones: (675) 321 2105 Fax: (675) 3200469

Email: cpapng@cpapng.org.pg or margaret@cpapng.org.pg Website: www.cpapng.org.pg



# Certified Practising Accountants Papua New Guinea

(Established under the *Accountants Act 1996*)

---

## **NATIONALS APPLYING FOR MEMBERSHIP WITH CPA PAPUA NEW GUINEA.**

CPA PNG recognises degrees from the following universities and institutions for admission to membership:

1. **UNIVERSITY OF PAPUA NEW GUINEA**
2. **UNIVERSITY OF TECHNOLOGY, LAE**
3. **PACIFIC ADVENTIST UNIVERSITY, PORT MORESBY**
4. **DIVINE WORD UNIVERSITY, MADANG**
5. **INSTITUTE OF BUSINESS STUDIES**
6. **OVERSEAS TERTIARY INSTITUTIONS THAT CONDUCT DEGREE COURSES AT THE SAME LEVEL AS THE ABOVE INSTITUTIONS.**