



Certified Practising Accountants Papua New Guinea

(Established under the Accountants Act 1996)

APPLICATION FOR ADMISSION TO MEMBERSHIP CERTIFIED PRACTISING ACCOUNTANT (CPA) CATEGORY (EXPATRIATE CANDIDATES ONLY)

This application must be completed in block letters and sent with the fee below, which includes GST (1/11 of amount) **and a non-refundable nomination fee of K110**. Please tick the classification applied for.

ADMISSON REQUIREMENTS

- 1: **Non Citizen (Expatriate) applicants must be full members of a professional accounting body overseas recognised by CPA PNG. (Refer listing at the back of this form).**
 - 2: **Candidates should have four (4) years of sufficient and relevant experience in Accounting, Auditing, Taxation or Business.**
 - 3: **Entry into admission should be at a supervisory level.**
- *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*

CPA – AMOUNT PAYABLE *K1'650.00 [3 years term and/or payment as per the duration of work permit]

Check List - Please tick to ensure that the following are completed and attached.

This has to be marked when filling in the form.

For those applying for CPA status (NON-CITIZENS or EXPATRIATES)

- [] Fee included
- [] Completed all sections
- [] Declaration signed and witnessed
- [] Certified copy of overseas professional qualification (Membership Certificate has to be signed by a Commissioner of Oath stating "It is a true copy of the Original")
- [] A Current Letter of good standing from that professional body one is a member Of
- [] Candidates should have four (4) years of sufficient and relevant experience in Accounting, Auditing, Taxation or Business.
- [] Entry into admission should be at a supervisory level.



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PERSONAL DETAILS:

First Name: Middle Name:

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

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

NATIONALITY: (Pls. State) [.....]

ADDRESS

(This section has to be completed giving details of the organisation the candidate will be employed by here in PNG)

Employer:

Address:
.....

Nature of Business:

Position Title:

Telephone:..... Fax: Email:

WORK PERMIT DETAILS:

Period of work permit:

Expiry date of work permit:

(Provide copy of work permit within 2 months of the lodgement of the application. Certificate will be issued upon approval by the Council and upon sighting of the copy of the valid work permit)

EMPLOYMENT HISTORY

(Please show previous positions for last ten years.)

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



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EDUCATIONAL QUALIFICATIONS

<u>From</u> <u>Year</u>	<u>To</u> <u>Year</u>	<u>Tertiary Institution (University)</u>	
.....
.....

Provide certified copies of the applicant's educational qualifications

PROFESSIONAL ACCOUNTING MEMBERSHIP

<u>Organisation Name</u>	<u>Organisation Address</u>	<u>Membership No: and Status</u>
.....
.....
.....

IMPORTANT

A certified copy of your certificate of membership must accompany this application PLUS a letter of good standing from a qualifying accounting body. This must be dated within two (2) months of application .



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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 /Fellow
member (Full 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
(Registration Number)

For Office Use Only

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

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



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NON – CITIZEN ACCOUNTANTS

Non – Citizen Candidates may only become members of CPA PNG if they are fully qualified as accountants in their country of origin, four (4) years of work experience at supervisory level (Manager, Finance Manager, Financial Controller, Chief Finance Officer, etc.) and are members in good standing with the Overseas Professional Accounting Body. (Refer listing of CPA PNG approved Professional Accounting Bodies)

Certified General Accountants Association of Canada;
Certified Practising Accountants Australia (CPA's only – no Associates);
Compagnie Nationalae des Commissaires Au Comptes, France;
Fiji Institute of Accountants;
Hong Kong Society of Accountants;
Indonesian Institute of Cost and Works Accountants of Indonesia;
Institute of Certified Public Accountants of Singapore;
Institute of Chartered Accountants of New Zealand; (CAs only)
Korean Institute of Certified Public Accountants;
Malaysian Association of Certified Public Accountants;
Malaysian Institute of Accountants;
Mexican Institute of Accountants
National Federation of Certified Public Accountants Association of Taiwan;
Institute of Public Accountants in Australia (Member only)
Ordre des Experts Comptables et des Comptables Agrees, France;
Philippine Institute of Certified Public Accountants;
Samoan Society of Accountants;
The Canadian Institute of Chartered Accountants;
The Chartered Association of Certified Accountants (UK);
The Chartered Institute of Management Accountants (UK);
The Chartered Institute of Public Finance and Accountancy (UK);
The Chartered Public Accountants of South Africa;
The Chinese Institute of Certified Public Accountants;
The Institute of Chartered Accountants in Australia (ICA); (CA's only)
The Institute of Chartered Accountants of Bangladesh;
The Institute of Chartered Accountants in England and Wales; (CA's only)
The Institute of Chartered Accountants of India (CA's only)
The Institute of Chartered Accountants in Ireland;
The Institute of Chartered Accountants of Pakistan;
The Institute of Chartered Accountants of Scotland;
The Institute of Chartered Accountants of Sri Lanka; (CA's only)
The Institute of Chartered Accountants of Zimbabwe;
The Institute of Cost and Management Accountants of Bangladesh;
The Institute of Cost and Management Accountants of Pakistan;
The Institute of Cost and Works Accountants of India;
The Japanese Institute of Certified Public Accountants;
The Society of Chartered Accountants of Canada;