



Certified Practising Accountants Papua New Guinea

(Established under the *Accountants Act 1996*)

APPLICATION FOR ADMISSION TO MEMBERSHIP REGISTERED ACCOUNTING GRADUATE (RAG) CATEGORY

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, which includes GST (1/11 of amount) and a non-refundable nomination fee of K110.

- 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:



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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>
.....
.....

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)



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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
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



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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.**