



Certified Practising Accountants Papua New Guinea

APPLICATION FOR UPGRADE TO CPA STATUS

- 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

DETAILS OF APPLICANT:

(1) Name (Mr/Mrs/Ms/Miss): _____
[Surname] [F/Name]

(2) Membership No (CPA ID): _____

Employer Address (Current):

(3) Date of admission as a Registered Accounting Graduate: _____ / _____ / _____
 Date upgraded to Accounting Technician status: _____ / _____ / _____

(4) List subjects passed and grades attained below:

<u>Year</u>	<u>Subject</u>	<u>Grade</u>
.....	Foundations of Accounting
.....	Financial Reporting
.....	Financial Risk Management
.....	Advanced Audit & Assurance
.....	Business Law
.....	PNG Taxation Law & Practice
.....	Strategic Management Accounting



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EMPLOYMENT HISTORY

(5) Employment history since date of admission (3 years post graduate practical experience required for upgrade to CPA status).

<u>Year</u>	<u>Name of Employer</u>	<u>Nature of Duties</u>	<u>From</u>	<u>To</u>	<u>Present Position</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Previous Position

_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

If there is insufficient spaces on this form please use additional sheets which should each bear your signature.

DECLARATION

I certify that the information detailed in item 5 above is a true and correct record of my employment history since being admitted as a Registered Accounting Graduate/Accounting Technician.

Signature Of Applicant

Date

..... / /

Provide the following details commencing with the most recent employer and working for the last three (3) years of formal employment:

1. Name, address and type of business of employer
2. Period of employment with that employer
3. Detailed description of the work you performed for that employer
4. For each employer, obtain and attach to this application, a letter which certifies that you performed the tasks indicated.
5. **Send in your upgrade fee of K110.00**

For Office Use Only

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

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