



創於 1913 年  
Founded in 1913

# 香港華人會計師公會 The Society of Chinese Accountants & Auditors

(在香港註冊成立之有限公司)

(Incorporated in Hong Kong as a company limited by guarantee)

## Membership Application Form

<b>Category: Affiliate</b>		Photo
<b>Last Name</b> (as printed on HKID Card/Passport):	<b>First Name</b> (as printed on HKID Card/Passport):	
<b>中文姓名</b> (香港身份證/旅遊證件上之中文姓名):	<b>Year of Birth:</b>	
<b>Gender:</b>	<b>Nationality:</b>	
<b>Professional Qualifications:</b>	<b>Certificate No.:</b>	
<b>Firm's Name:</b>	<b>公司名稱 (中文):</b>	<b>Title:</b>
<b>Tel. No. (Office):</b>	<b>Tel. No. (Home):</b>	<b>Fax No.:</b>
<b>Mobile No. (HK):</b>	<b>Mobile No. (China):</b>	
<b>Email Address (For login and contact purposes):</b>		
<b>Mailing Address:</b>		
<b>Declaration:</b> Please tick in the appropriate box(es): <input type="checkbox"/> If admitted, I agree to abide by the code of professional ethics in all dealings with the Society and to be bound by the regulations and by-laws of the Society from time to time in force and to pay the annual subscription* as long as I remain an affiliate. I also confirm that the details given in my application are true in all respect. <input type="checkbox"/> I declare that the Hong Kong Institute of Certified Public Accountants has never taken disciplinary action against me. <input type="checkbox"/> If admitted, I agree that the Society could publish my name on the Society's Members List. <input type="checkbox"/> I have read and agree to the terms contained in the Privacy Policy Statement and Personal Information Collection (PIC) Statement**. <input type="checkbox"/> I declare that I am not, at the date of application, holding a practising certificate issued by the Hong Kong Institute of Certified Public Accountants under the Professional Accountants Ordinance. <input type="checkbox"/> I agree that the Society could conduct background checks to verify information provided in this form and SCAA online membership account and to conduct enquiries as may be necessary, at the Council of the Society discretion. I authorize all persons who may have information relevant to this enquiry to disclose it to the Society. I release all persons from liability on account of such disclosure. <input type="checkbox"/> I enclose a recent photograph and a copy of my current professional accountancy qualification certificate.		
<b>Date:</b> _____	<b>Signature of Applicant:</b> _____	
* Annual subscription waived until 31 December 2019.		
** Please refer to "Notes for Application for Affiliate" for the Privacy Policy Statement and Personal Information Collection (PIC) Statement.		
<b>Name of Proposer</b>	_____	
<b>Firm Name</b>	_____	
<b>Membership No.</b>	_____	
<b>Signature</b>	_____	
Note: Proposer needs to be a full member of the Society.		
<b>From which channel(s) do you know SCAA?</b>		
<input type="checkbox"/> Referral <input type="checkbox"/> Email <input type="checkbox"/> Post <input type="checkbox"/> Facebook <input type="checkbox"/> Website <input type="checkbox"/> Others. Please specify: _____		
<b>For official use only</b>		
<b>Date of Admission:</b>	_____	<b>Application Received Date:</b> _____
<b>Issue Date of Certificate:</b>	_____	<b>Membership No.:</b> _____



# 香港華人會計師公會

## The Society of Chinese Accountants & Auditors

(在香港註冊成立之有限公司)

(Incorporated in Hong Kong as a company limited by guarantee)

### **Notes for Application for Affiliate**

#### 1. **Application Requirements:**

A person shall be admitted as an Affiliate of the Society if s/he has complied with the following requirements:-

- (a) has attained the age of twenty-one years;
- (b) is the full member of any professional accountancy body as recognized by the Council from time to time;
- (c) is not, at the date of application, holding a practising certificate issued by the Hong Kong Institute of Certified Public Accountants under the Professional Accountants Ordinance, and
- (d) is in the opinion of the Council a fit and proper person to be so admitted as an Affiliate.

**List of professional accountancy bodies as recognized by the Council:**

- |  |   |
|--|---|
| ■ Chartered Accountants Australia and New Zealand (CA)         | ■ Chartered Accountants Ireland (CAI)                           |
| ■ Canadian Institute of Chartered Accountants (CICA)           | ■ Chinese Institute of Certified Public Accountants (CICPA)     |
| ■ Chartered Institute of Management Accountants (CIMA)         | ■ CPA Australia (CPAA)  |
| ■ Hong Kong Institute of Certified Public Accountants (HKICPA) | ■ Institute of Chartered Accountants in England & Wales (ICAEW) |
| ■ Institute of Chartered Accountants of Scotland (ICAS)        | ■ Institute of Chartered Accountants of Zimbabwe (ICAZ)         |
| ■ South African Institute of Chartered Accountants (SAICA)     | ■ NASBA/AICPA IQAB  |
| ■ The Association of Chartered Certified Accountants (ACCA)    | ■ The Association of International Accountants (AIA)            |
| ■ Chartered Professional Accountants of Canada (CA)            |   |

#### 2. **Application Procedures:**

To apply, applicants must:

- (a) Complete and sign the Affiliates Application Form;
- (b) Pass the application form to your proposer for signature, the proposer must be a full member of The Society of Chinese Accountants & Auditors;
- (c) Send the following documents to “The Secretariat of The Society of Chinese Accountants & Auditors” (Address: 6/F., 88 Lockhart Road, Wanchai, Hong Kong) by post:
  - i) A completed application form which is duly signed;
  - ii) A recent photograph; and
  - iii) A copy of current professional accountancy qualification certificate.
- (d) The application will be submitted to the Council of The Society of Chinese Accountants & Auditors for examination and approval in the Monthly Council Meeting on Friday of the first week of each month.
- (e) Successful applicants will be notified by phone/email. Affiliate membership will be recorded in the Society’s database.

#### 3. **Entrance Fee and Annual Subscription Fee of Affiliates:**

For application submitted before 31 December 2019, entrance fee HK\$1,000 and annual subscription fee HK\$300 will be waived.

#### 4. **Upgrade of Membership**

Affiliates who obtain practising certificate issued by the Hong Kong Institute of Certified Public Accountants under the Professional Accountants Ordinance should inform the Society and upgrade their membership to Ordinary Members.

#### 5. **Termination of Membership**

Affiliates may terminate their membership at any time by giving written notice and returning their membership card and certificate to the Society.

#### 6. **Privacy Policy Statement**

The Society of Chinese Accountants & Auditors pledges to comply with the requirements of the Personal Data (Privacy) Ordinance, and we will ensure compliance by our staff with standards of security and confidentiality.

#### 7. **Personal Information Collection (PIC) Statement**

Information collected, including name, firm name, phone number, email address and postal address, will only be used for the purpose of processing and following up on the application or general enquires related to our Society. All the data will be treated in confidence and not be disclosed to any other party. If you wish to access or update your personal data, please contact our Secretariat via [info@scaacpa.org.hk](mailto:info@scaacpa.org.hk).

#### 8. In case of any dispute, the Society reserves the right of final arbitration.