



「財務會計員考試」證書申請表格
Application Form for “Accounting Technician Examination” Certificate

「只供2006年6月至2008年12月試期財務會計員考試畢業生使用」
**(For Accounting Technician Examination Graduates
between June 2006 Session and December 2008 Session only)**

填寫表格前，請先詳細閱讀背面細則。

Please read the notes overleaf carefully before completing this form.

學生號碼:

Student No.: _____

姓名 (先生/小姐*):

Name: (Mr./ Miss*) _____ (_____)
(in English) (中文姓名)

香港身份證號碼 / 護照號碼*:

HKID Card / Passport No.*: _____

聯絡地址:

Correspondence Address: _____

聯絡電話:

Contact Phone No.: _____

電郵:

E-mail: _____

Graduate Session:

畢業試期: _____ / _____
Month Year

簽署:

Signature: _____

日期:

Date: _____

* 請將不適用者刪除

* Please delete as appropriate

FOR OFFICE USE ONLY

Checked by _____

Certificate issued on _____

Notes for Applicants

(All information provided in this form will be used by HKIAAT for purposes relating to its administration of examinations and accreditation of qualifications, etc.)

I. Eligibility of Applicant

Applicant should be a graduate of the Accounting Technician Examination **between June 2006 Session and December 2008 Session**. Applications from full exemption graduates will **NOT** be accepted.

II. Submission of Application

Applicant should complete the form clearly and correctly in BLOCK LETTERS. When submitting the application, the applicant should attach a copy of the last examination status report issued by the HKIAAT with the application form. Applicant submitting the application in person at the HKIAAT office is required to present the original copy of the HKID card/passport for verification. (For application NOT submitted in person, please attach a copy of your HKID card.)

Please note that the name shown on the HKID card will be printed on the examination certificate. If you have changed your name after graduation, please submit a certified true copy of the relevant documents.

At least three months are required for assessment of the application. Notification letter on collection of the certificate will be sent to the applicant by HKIAAT. Please ensure that your correspondence address is correct and you can be reached by mail. It is your responsibility to notify HKIAAT any change of personal details on time. For any discrepancies, contact HKIAAT immediately.

III. Fees

Free-of-charge.

IV. Deadline of Application

The application form and relevant documents should reach HKIAAT **on or before 30 September 2009**. Late application will not be entertained.

V. Enquiries

Address: 27/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong
Tel: 2823 0600 Fax: 2823 0606 Hotline: 2823 0660
E-mail: hkiaat@hkiaat.org Web: www.hkiaat.org
Office Hours: 9:00 a.m. to 6:00 p.m. (Monday to Friday)
9:00 a.m. to 12:00 noon (Saturday)

(If there is any discrepancies between the English version and the Chinese version, the English version shall prevail.)

申請人須知

(所有在本申請表上填報之資料，將會用於執行協會的工作，包括考試及資格頒發等。)

I. 申請人資格

申請人須為**2006年6月至2008年12月試期**之財務會計員考試畢業生。獲全部八科考卷豁免之畢業生**恕不接受申請**。

II. 遞交申請

請以正楷填寫表格，並連同由協會最後簽發之考試成績表副本一併送交回協會。申請人遞交表格時需出示香港身份證 / 護照核對資料。如非申請人親身遞交表格，需夾附其香港身份證影印本一份。

申請人香港身份證 / 護照上的姓名將列印於考試證書。如申請人畢業後曾經更改姓名，請夾附經確認之有關文件副本。

申請批核需時約三個月，協會將發信通知申請人領取證書。請確保聯絡地址正確無誤，如有任何錯漏或資料更改，請立即與協會聯絡。

III. 費用

全免

IV. 截止申請日期

申請表格連同有關文件須於**2009年9月30日或之前**送交回協會，逾期恕不受理。

V. 查詢

地址：香港灣仔皇后大道東213號胡忠大廈27樓
電話：2823 0600 傳真：2823 0606 熱線：2823 0660
電郵：hkiaat@hkiaat.org 網址：www.hkiaat.org
辦公時間：上午九時至下午六時 (星期一至星期五)
上午九時至中午十二時 (星期六)

(本申請表的中、英文本如有任何歧異之處，概以英文本為準。)