



**ACCREDITED ACCOUNTING TECHNICIAN EXAMINATION**

**RE-INSTATEMENT OF EXAMINATION STATUS**

All personal data provided in this form will be used by HKIAAT for the administration of its re-instatement of examination status application. The provision of personal data by means of this form is voluntary. However, insufficient information may result in rejection of an application. Data collected is accessible only to officers and persons processing the re-instatement of examination status matter and administering the exemption.

Please read the "Instructions to Students" overleaf carefully before completing the form.

**1. PERSONAL DETAILS**

Complete ALL items of this part in BLOCK LETTERS

Name \_\_\_\_\_ ( \_\_\_\_\_ ) Reg. No. \_\_\_\_\_  
 (Mr./Ms./Mrs./Miss\*)

HKID Card No. \_\_\_\_\_ Contact Tel. No. \_\_\_\_\_

Correspondence Address \_\_\_\_\_  
 \_\_\_\_\_

**2. RE-INSTATEMENT OF EXAMINATION STATUS**

Please enclose supporting documents and list the status(es) of paper(s) applied for:

Paper	Status
P1 – Accounting and Computerized Accounts	
P2 – Business Communication and Organization and Management	
P3 – Management Accounting	
P4 – Business Economics and Financial Mathematics	
P5 – Principles of Taxation	
P6 – Fundamentals of Business Law	
P7 – Financial Accounting	
P8 – Principles of Auditing and Management Information System	

Total number of paper(s): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY	Committee Decision	Fee Received	Notified
		N/A	

\* Please delete as appropriate

# Instructions to Students

## I. Completion of the Form

This form should be completed by students applying for re-instatement of previous examination status. The application will be considered on the basis of the supporting documentations, subject to the full discretion of the HKIAAT.

The application should be supported by your last status report of the Accounting Technician Examination or Accredited Accounting Technician Examination. In the case of "exemption", please submit supporting documentations which include copies of certificates and transcripts\*.

*\* The HKIAAT may request for original transcripts / certificates for verification if deemed necessary.*

## II. Submission of Application

Please submit the completed form and supporting documentations together to the HKIAAT by **30 September 2018** either in person or by post to:

Hong Kong Institute of Accredited Accounting Technicians Limited  
27/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong

You will be notified of the outcome of your application within two months from the date of submission.

## IV. Enquiries

For enquiries, please contact the HKIAAT by telephone on 2823 0600, by fax on 2823 0606 or by email to [hkiaat@hkiaat.org](mailto:hkiaat@hkiaat.org).

Jun 2018