



### Professional Bridging Examination Student Registration Form

**IMPORTANT:**

- Please read the Notes carefully before completing this form.
- Please complete all sections in BLOCK LETTERS in BLACK or BLUE.
- Personal Data (Privacy) Ordinance: All information provided in this form will be used by Hong Kong Institute of Accredited Accounting Technicians (HKIAAT) for student registration and the administration of its examinations and will be shared with the Hong Kong Institute of Certified Public Accountants' (HKICPA) database. In addition, HKIAAT may use the collected data for statistical research and analysis, and for keeping students informed of its services. 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, committees or persons processing the registration, examination and related matters.
- Unless otherwise agreed, hard copies of any documents containing your personal data that you provide to HKIAAT will become the property of HKIAAT and will not be returned to you. HKIAAT will destroy any documents it holds in accordance with its internal policy and applicable laws.

Applicants may inspect their personal data kept by HKIAAT and if applicable correct or update it. Please contact the officer-in-charge at 27/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong (Tel: 2823 0600) for the purpose.

(For office use only)

PBE Student No.

N

Membership No. \_\_\_\_\_

AAT Student No. \_\_\_\_\_

**Section 1 – PERSONAL DETAILS**

Title : (\* Delete as appropriate) Mr./ Mrs./ Ms./ Miss\*

Surname: \_\_\_\_\_ Forename: \_\_\_\_\_

Name in Chinese: \_\_\_\_\_ HKID Card no.: \_\_\_\_\_

Passport no.: \_\_\_\_\_ Place of issue: \_\_\_\_\_  
(if not a holder of a Hong Kong Identity Card)

Date of birth: \_\_\_\_\_ Place of birth: \_\_\_\_\_  
(dd/mm/yy)

Residential tel. no.: \_\_\_\_\_ Mobile tel. no.: \_\_\_\_\_

Email address: \_\_\_\_\_  
(must be provided)

Correspondence address : \_\_\_\_\_ Residential address:  
(If different from the correspondence address)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Section 2 – RE-REGISTRATION (APPLICABLE FOR PAST REGISTERED STUDENTS ONLY)**

Previous Registration Number : \_\_\_\_\_

Re-registration Fee (equivalent to prevailing initial registration fee) - HK\$700

**PLUS**

Status Retaining Fee to retain the status of each paper passed (please refer to the re-instatement of examination status form)

Total amount (HK\$): \_\_\_\_\_

OFFICE USE ONLY	
Checked by:  Approved by:	Remarks:

### Section 3 – DECLARATION

- (A) Applications received in December will normally become effective on 1 January of the next calendar year. Applicants who wish to have their application to take effect from the current calendar year should indicate so by putting a ✓ in the following box:
- Current year (Annual fee for the next calendar year is to be paid accordingly)
- (B) I agree that HKIAAT may send me materials regarding CPD activities, students' and members' benefits, goods, services, facilities and events organized or provided by HKIAAT or other organizations to my email address and/or correspondence address. (Note 7)
- Yes                       No

I declare that the information given in this form is true and correct to the best of my knowledge and belief. I hereby make application for registration as a PBE student, if registered, that so long as I remain a PBE student, I shall be bound by the regulations of the HKIAAT.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### General Notes for applying for the Professional Bridging Examination (PBE):

1. To be eligible to sit the PBE, applicants must have passed or be exempted from the Accredited Accounting Technician Examination (formerly the Accounting Technician Examination).
2. Applicant should complete all sections in this form clearly and correctly.
3. Fee structure:
  - a) Initial registration fee: HK\$700.
  - b) Annual student fee: HK\$700.  
(The annual student fee is due on 1 January each year. All registered students will be automatically billed for the annual student fee of the following year in December. Such fee will be waived provided that students maintain uninterrupted membership with HKIAAT.)
  - c) Examination fee: HK\$650 per paper.
4. The completed Student Registration Form together with the appropriate fee should reach Hong Kong Institute of Accredited Accounting Technicians Limited, 27/F, Wu Chung House, 213 Queen's Road East, Wanchai, Hong Kong on or before the closing date of application.
5. The closing dates for Registration are:

*31 January of the current year – for applicants who wish to sit the first examination in June  
15 July of the current year – for applicants who wish to sit the first examination in December*

Fees should be in crossed cheque or cashier order made payable to "Hong Kong Institute of Accredited Accounting Technicians Limited". No cash or post-dated cheques will be accepted. All fees paid are non-refundable and non-transferrable unless the application is rejected. Applicants are reminded to honour their cheques. According to the current policy, a surcharge of \$150 will be levied on each dishonoured cheque. Fees are subject to revision without prior notice.

6. At least 45 working days are allowed for assessment of your application. The successful applicant will receive a confirmation letter by mail.
7. Direct marketing of HKIAAT's services to students and members

HKIAAT intends to use the personal data of your name, email address and correspondence address to inform you of CPD activities, students' and members' benefits, goods, services, facilities and events organized or provided by HKIAAT or other organizations. HKIAAT may not do so unless it has received your consent. Please tick the box  Yes in Section 3(B) to indicate your consent. Upon approval of your application, you may opt out from receiving such materials at any time by sending an email to HKICPA at [privacyofficer@hkipa.org.hk](mailto:privacyofficer@hkipa.org.hk) or a letter to the HKICPA's privacy officer.