



**THE MALAYSIAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS
(INSTITUT AKAUNTAN AWAM BERTAULIAH MALAYSIA)**

APPLICATION FOR REGISTRATION AS A STUDENT

Please refer the notes overleaf when completing this Form :

Stream of
Registration

Application for registration under : (Please tick accordingly)

(Notes 1 & 2)

STREAM I

STREAM II

AFFIX
PHOTOGRAPH

Enclose
certified
photostat
copy of birth/IC
certificate
(Note 4)

NAME (MR/MS) _____

DATE AND PLACE OF BIRTH _____

NATIONALITY _____ RACE _____ IC NO. _____

CORRESPONDENCE ADDRESS _____

Tel. (Off) _____ (Hse) _____ Email _____

For Stream
I Students

NAME OF PRINCIPAL _____

NAME AND ADDRESS OF PRINCIPAL'S FIRM _____

Tel. _____ Fax _____ Email _____

Execution date of training contract _____ Period of training Contract _____ years

For Stream
II Students

Name of Employer _____

Type of business _____

Address _____

Tel. _____ Fax _____ Email _____

Date of Commencement of Employment _____ Position _____

Name of Training Supervisor _____ Position _____

Membership of Professional body _____ Mem.No _____

Enclose
certified
photostat
copy of
certificates
(Note 4)

| QUALIFICATIONS | Date Completed | Certificate/Diploma/Degree Awarded |
|----------------------------|-------------------|---------------------------------------|
| SECONDARY SCHOOL EDUCATION | _____ | _____ |
| HIGH SCHOOL EDUCATION | _____ | _____ |
| TERTIARY EDUCATION | _____ | _____ |
| PROFESSIONAL QUALIFICATION | _____ | _____ |

Previous
Registration

Have you registered with the Institute before ? (Please tick accordingly) Yes No

If yes, please complete the following :

Registration Date _____ Registration No : _____ Termination Date _____

To the Council of MICPA

I hereby certify that the above information is correct and agree to abide by the articles and bye-laws of the Institute when I am accepted as a student.

I enclose herewith the relevant supporting documents and the fees payable (Notes 3 & 4)

Date _____ Signature _____

Office use only

Date application received _____ Date application approved _____

Registration Date _____ Registration No. _____

Note 1 Stream of Registration

Stream I : Students who have entered into a training contract with a member of the Institute in public practice. Application form for registration as a student must be accompanied by 3 copies of signed and stamped training contract.

Stream II : Students who employed outside public practice and are not required to enter into a training contract.

Note 2 Minimum Entry Requirements

No person shall be eligible for registration as a student of the institute unless :

- (a) he has obtained a recognised diploma in accountancy or a degree;
- (b) he has obtained Sijil Pelajaran Malaysia (SPM) with credit passes in English Language and Mathematics and an ordinary pass in Bahasa Malaysia;

provided that the Council may by regulation define other education qualifications which are deemed to be equivalent to (a) and (b) above.

The required credit passes for the subjects specified in (b) above obtained in supplementary examinations sittings are accepted.

Applicants with other qualifications which they consider to be equivalent to that in Note 2 above should first submit details of their qualifications to the Institute for evaluation.

Note 3 Fees Payable

If registration is made on or before June 30 :

If registration is made after June 30 :

| | RM | | RM |
|-------------------------------|--------|-------------------------------|--------|
| Registration fee | 300.00 | Registration fee | 300.00 |
| Students annual fee | 240.00 | Students annual fee | 120.00 |
| Students Society entrance fee | 10.00 | Students Society entrance fee | 10.00 |
| Students Society annual fee | 25.00 | Students Society annual fee | 12.50 |
| | ----- | | ----- |
| | 575.00 | | 442.50 |
| | ===== | | ===== |

All payments must be made in the form of bank draft, cheque or postal order payable to
"The Malaysian Institute of Certified Public Accountants or MICPA"

For payment by credit card, kindly provide the following details :

Credit Card Type : visa MasterCard Japanese Credit Bureau

Credit Card Number : _____ Exp. Date : _____ RM _____

Cardholder Name: _____ Issuing Bank: _____

Signature (as per card) : _____

Note 4 Submission of Application

Form CPA 1 must be accompanied by the following supporting documents and the appropriate fees (Note 3) :

- Birth certificate **and** photostat IC
- SPM **and** STPM certificates or equivalent qualification
- Diploma and degree certificates **and** detailed results transcripts

All photostat copies of certificates must be certified true by a member of the Institute, a member of one of the professional bodies approved by the Institute, the principal of a school or institution of higher learning.

Please return registration form to :

The Malaysian Institute of Certified Public Accountants
No 15, Jalan Medan Tuanku
50300 Kuala Lumpur

Tel : 03 26989622 Fax : 03 26989403