

**NEW**  
**QP**  
Dec 2024

## Exam Preparation Programme

### Expertise

Our professional lecturing team is comprised of experienced experts with the latest syllabus. We aim to guide you success!

### Prize Winner

Helping more than 125 students to become prize winner throughout these years.

### Commitment

The biggest pool of New QP lecturers in HK, who are fully committed to teach you the New QP.



**Online Recap Available**



**Get extra \$200 discount online!**

[store.kaplan.com.hk](https://store.kaplan.com.hk)



**SOCIAL MEDIA OFFER**

### Want a Free Welcome Gift?^

Enrol Kaplan Accountancy Courses with Customer Service and like our channels now!

^Students are eligible to enjoy this offer ONCE only.

(852) 2526 3686

(852) 2501 0589

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[HKQP@kaplan.com](mailto:HKQP@kaplan.com)

[hkkfa](https://www.facebook.com/hkkfa)

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[Kaplan Accountancy](https://www.youtube.com/Kaplan Accountancy)

[store.kaplan.com.hk](https://store.kaplan.com.hk)

Whatsapp Chat  
With Us Now!



### Module 11

Class 1



81 hours



Cantonese



## Fanny Choi

MAcc, BComm, FCCA, CPA,  
CA, ASCPA

Demo  
Lecture



#### Course Description

- Cover the fundamental knowledge of HKFRSs and most of the important topics and concepts in the phase
- Provide her tailor-made handouts which contains detailed flowcharts, summarized tables and supplementary information to help you understand the HKFRSs
- Reinforce your knowledge and exam techniques in revision phase with exam focused practise and past paper analysis
- Provide her point of views on the hot topic areas and her own recommendation on the answering strategies



18 Years  
Experience



14k+  
Students



21 Prize  
winners

- Provide a simple way to tackle the exam questions and to get the easy marks
- Simplify the difficult standards in a easier way to understand
- Always provide relevant and simple examples to explain the difficult knowledge which is easy for students to memorize the key ideas

### Module 11

Class 2



75 hours



Cantonese



## Eunice Chu

MBA, FCCA, CPA, ISCA

Demo  
Lecture



#### Course Description

- Rebuild your knowledge foundation of HKFRSs and the most important topics
- Illustrate the concepts by past paper Q&A to increase practicing opportunities
- Offer tailor-made lecture notes that includes tables and flowcharts to improve your understanding and memory
- Consolidate your knowledge and brush up your exam techniques through exam focus past papers practicing
- Share strategies to maximize marks by better organize your answers and highlight key words
- Recommend the hot topics and the most current issues to focus on



17 Years  
Experience



71%  
Passing Rate

Source: QP Dec 23 diet  
HKICPA Passing Rate: 40%

- Explain difficult HKFRSs concepts by simple examples and concise explanations
- Use tables and flowcharts to build up students' critical thinking process applied in the exam
- Especially strong in polishing students' writing and application skills

### Module 11

Class 3



60 hours



English



## Polly Lo

MFA, BBA(Hons), CPA

Demo  
Lecture



#### Course Description

- Tailor-made study notes with flow chat, decision making tree and summarise key points for students' ease of understanding difficult concepts
- Exam focus training with extensive practice on M11 past exam questions and some final examination questions to polish students' analytical skills and enhance students' understanding of accounting concepts
- Explain complicated accounting concepts in simple and understandable terms
- Provide a final recap on HKICPA's current hot topics as a revision



8 Years  
Experience



8Prize  
winner

- 5 years of auditing working experience in one of the Big 4 firms in Hong Kong
- Practical experience in teaching undergraduate accounting subjects in Hong Kong and Sydney
- In-depth understanding of the skills and techniques for professional accounting examinations

## Module 12

Class 1  Classroom  Online Recap Video  63 hours  English



### Mark Baines

BA(Hons), FCCA



Demo  
Lecture

#### Course Description

- On this course you will receive Mark's tailor-made notes, which are constantly updated for each and every exam sitting reflecting the latest hot topics, exam trends and syllabus changes
- These notes contain many examples, past exam questions and are the exact same high quality demanded by the Big4 firms - these exclusive notes are only available if you enrol on Mark's course
- Mark uses his own recommended exam solutions allowing students to better understand how to construct answers, score marks and pass QP M12 - leading to many of his students achieving the top prize winning awards
- The course is structured topic-by-topic combining education and revision phases providing the most efficient and effective learning needed to pass the QP M12 exam
- Mark's course not only follows the same high quality QP M12 course delivered at the Big4 firms, but also includes additional bonus tuition on difficult, technical and hotly tipped exam areas

 **24 Years Experience**

 **68% Passing Rate**

Source: QP Dec 21 diet  
HKICPA Passing Rate: 34%

 **54 Prize winners**

 **25k+ Students**

- Senior Lecturer of Kaplan Financial - Accountancy
- Leading M12 lecturer for Big 4 clients for over 20 years and remains their number one trusted choice
- Use of real-world examples to easier understand technical M12 concepts
- Address students' common mistakes from his extensive exam training experience

## Module 12

Class 2  Classroom  Online Recap Video  63 hours  Cantonese



### Patrick Lui

MBA, LLB, ACCA



Demo  
Lecture

#### Course Description

- Illustrate the corporate finance principles with real life examples to enhance student's understanding
- Customized lecturing materials to cover the essential topics to assist students in taking the examination efficiently and effectively
- Go through selected past papers for practice during the lecture to let the students get familiar with the examination style of New QP
- Use trend analysis to focus on the important examinable areas with selected past papers from QP and other examinations that have a similar examination style with the New QP
- Highlight the common mistakes or misunderstandings normally made by the students and recommend proper examination strategies to handle the examination efficiently and effectively

 **19 Years Experience**

 **66% Passing Rate**

Source: QP Dec 23 diet  
HKICPA Passing Rate: 39%

 **2 Prize winners**

- Has been Kaplan's exam trainer for more than 13 years and very familiar with the exam style and trend
- Understand the weaknesses of students and able to guide them to build up a good foundation for examinations
- Strong illustration in complicated concepts and deliver them in a simple way

# Course Outline

## Exam Preparation Course

# Module 13

## Module 13

Class 1



78 hours



Cantonese



## Taky Lo

MSc (A&F), FCCA,  
FCPA, FCPA (Aust.)

New QP  
致勝之道



Taky Sir 幫你  
一 take pass  
New QP M13  
既四個要訣



### Course Description

- Explain all essential knowledge through study of the well-designed course materials, which comprise New QP LP, flowcharts, chapter summaries and acronym
- Practise voluminous M13/QPC past papers with you in order to familiarize with every essential exam technique required to pass M13, with special focus on hot topics released by the HKICPA
- Polish your analytical and application skills on lengthy case information to pass M13 in one-take
- Teach you how to predict which M13 areas may come up in your exam session

13 Years Experience

8k+ Students

46 Prize winners

84% Passing Rate

Source: QP Dec 23 diet  
HKICPA Passing Rate: 41%

- Programme Director and Star Lecturer of Kaplan Financial - Accountancy
- Excellent presentation skills and use of extensive real-life examples
- Focus on analyzing examiners' requirements and how to structure the answer to pass M13
- Lecturer of M13 / Capstone for PwC, KPMG and EY

## Module 13

Class 2



60 hours



English



## Polly Lo

MFA, BBA(Hons), CPA



Demo  
Lecture

### Course Description

- Exam focused study note with flow chat or decision making tree to enhance students' concept knowledge
- Exam focus course with extensive practice on past exam questions to enhance students' analytical skill especially on risk assessment questions
- Equip past exam questions from other professional body and final examination for students to practice the areas of which have been examined before
- Provide a final recap on HKICPA's current hot topics as a revision

8 Years Experience

71.4% Passing Rate

8 Prize winner

Source: QP Jun 23 diet  
HKICPA Passing Rate: 61%

- 5 years of auditing working experience in one of the Big 4 firms in Hong Kong
- Practical experience in teaching undergraduate accounting subjects in Hong Kong and Sydney
- In-depth understanding of the skills and techniques for professional accounting examinations

## Module 14

**Class 1\***  Classroom (Live-Streaming & Face-to-face)  72 hours  Cantonese

 Online Recap Video

**Class 3**  Online Video  55 hours  English



**Angela Nip**

MBA, FCCA, CPA



**Demo  
Lecture**

### Course Description

- Start with Education – Build up knowledge of tax principles through diagrams and tables supplemented with real life examples to facilitate students' memory and understanding
- Interlocking with Revision – Practice on past paper right after each topic to guide students on how to tackle the examination questions
- Cover essential knowledge through tailor-made notes sorted by topics
- Highlight the key areas to facilitate preparation for the examination
- Highlight the common errors made by students, and teach students how to structure the answer so as to score marks in the examination

 **19 Years  
Experience**

 **64%  
Passing Rate**

 **32 Prize  
winners**

Source: QP Dec 23 diet  
HKICPA Passing Rate: 41%

- Senior Lecturer of Kaplan Financial – Accountancy
- Solid experience in Finance and Corporate Planning including global tax and transfer pricing planning in multi-national companies
- Has served the HKICPA as workshop facilitator and QP Modules & Final Exam marker for many sessions

\*M14 Class 1 will be partially delivered by classroom live streaming and lecturer will deliver the sessions from another region. For details, please refer to timetable.

## Module 14

**Class 2**  Classroom  72 hours  Cantonese

 Online Recap Video



**Pason Ngan**

BBA(Hons), CPA



**Demo  
Lecture**

### Course Description

- Build up essential tax knowledge through tailor-made exam-focused notes with extensive examples, flow charts and summary tables to illustrate complicated tax principles in an organised manner
- Reinforce tax knowledge and improve exam technique through extensive in-class practice of M14 / QPD / FE past papers
- Highlight common mistakes made by students and recommend strategies to tackle exams effectively
- Offer after-class support to answer questions and provide additional exercises

 **Prize winner  
of QP FE Dec 2014 diet**

- Currently also a senior tax manager with over 10 years' experience in one of the Big 4 firms, responsible for providing in-house tax technical support and training, preparing external tax publications, as well as providing recommendations on tax policies to the government
- Solid practical experience in Hong Kong tax and international tax, advising multinational clients on cross-border transactions, corporate restructuring and tax dispute resolution
- Strong focus on essential tax knowledge and exam technique to tackle exams effectively

# 4 Steps to Success

1

## Enroll course

Come to our campus or enroll via online store to enjoy exclusive online discount.



2

## Receive login details

Login information will be sent 2-3 days before course commencement or within 5 working days after the enrollment is successful if the course has been started.



3

### Face-to-face / Live-Streaming

## Attend classroom sessions and collect printed notes at Kaplan campus

Come and enjoy the classroom learning. Printed notes will be provided during class.

### Online

## Collect material

Come and collect the printed notes at our campus.



4

## Recap video recording online

Missed the lecture or want to have a lecture recap? No worries. Online video recap service will be provided for viewing the selected sessions with unlimited video recap hours in our eLearning platform.

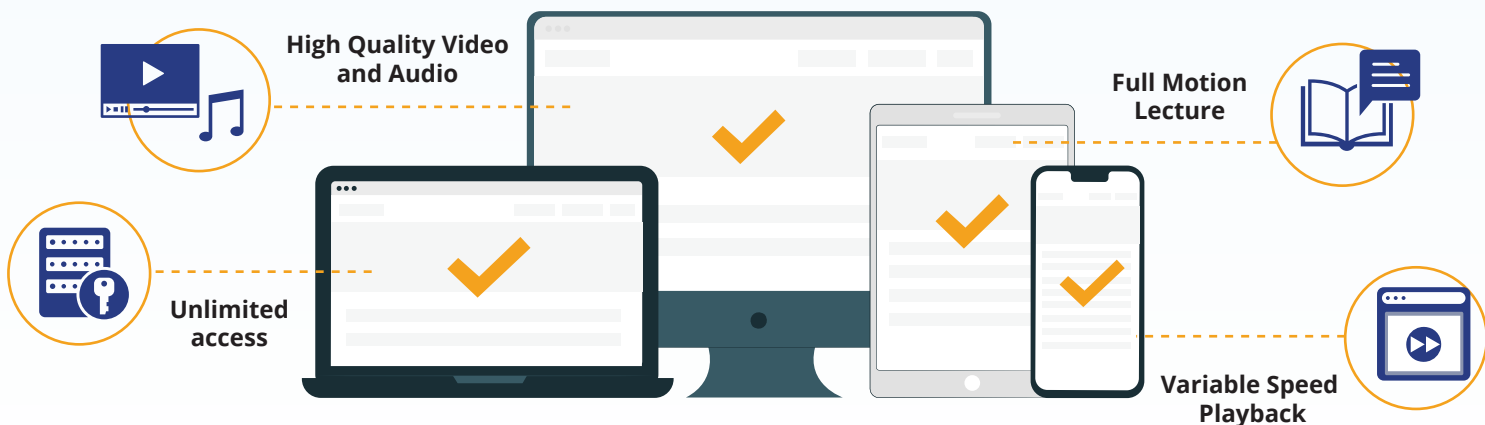
## Start your online study

Unlimited video recap hours will be granted to your eLearning account to view all the video contents.



## eLearning Platform

- Study anytime, anywhere, on any device
- Recap videos and materials multiple times
- Create your own pace of learning
- Get yourself fully engaged in the study without disturbance



# Course Material

	Regular Course
Course Notes	✓
E-Learning Platform	✓
Exam Strategies	✓
Exam Kit	✓
Regular Mock	✓
Additional Mock	✓



## Course Information



- Brochure
- Enrolment Form
- Timetable



## NEW QP: New One Year Rule



We help you list out the critical changes of examinable contents base on the annual cut-off date announced by HKICPA.

# 125 Prize Winners

## Dec 2023 Diet

Module 11

LEE, TSZ CHING

Module 12

CHEUNG, SIK MAN

Module 13

CHAN, HO CHING FLORA

Module 14

LAI, JIAJUN

Bronze Award for Capstone Level

TANG, CHING WAI

ICAEW Prize

LO, WAI CHING BORIS

# New QP Open Day

Open Day  
Exclusive Offer Extra

## \$200 Discount!\*

**Date:** 27 Aug 2024

**Time:** 19:00 - 20:00

**Venue:** Kaplan Causeway Bay Centre

**Speakers:** New QP Lecturers

REGISTER  
NOW



\*Open Day Offer can be used in conjunction with Early Enrolment Discount and Online Store Discount. Save up to \$1,400 in total discounts.

# How

can you save more?

# Save \$1,200\*

\*Terms and Conditions apply.  
Please refer to the enrolment form.

# \$1,000

## Early Enrolment Discount

on / before **13 Oct 2024**

# \$200

## Online Store Discount\*

Get extra **\$200** online discount!  
**Promo Period: 19 Aug 2024 - 31 Oct 2024**

**Promo Code: QP24DEC**

For further details, please visit our online store.

Extra  
**5%**  
Discount

## Big 4, Grant Thornton, Moore HK and RSM HK Discount\*

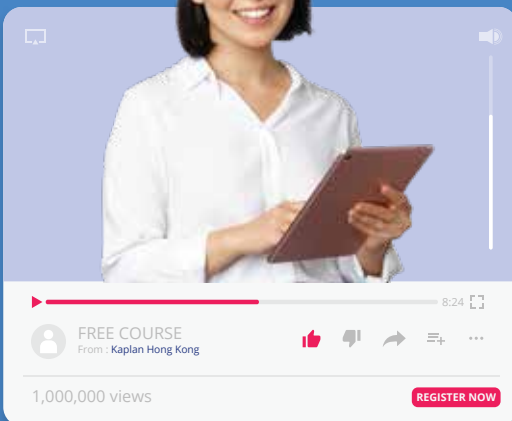
Staff from the companies above can enjoy  
extra 5% discount! This offer is only available  
to on-site registration.



Don't want to queue  
for enrollment?

# Register via our **online store.**

[store.kaplan.com.hk](http://store.kaplan.com.hk)



# FREE 1,000,000hrs PLATFORM COURSE

\*1,000,000 hours of online learning video have  
been delivered via different Kaplan HK platforms  
since 2019.


Strengthen your  
basic knowledge!



<http://free.kaplan.com.hk>



Course Enrolment Form

	Fanny Choi (Class 1)	Eunice Chu (Class 2)	Polly Lo (Class 3)	Online Store Discount
	Face-to-face (Cantonese)	Face-to-face (Cantonese)	Online (English)	
<b>Module 11 ▶</b>	81 hours + Unlimited Video Recap Hours <sup>1</sup>	75 hours + Unlimited Video Recap Hours <sup>1</sup>	60 hours + Unlimited Video Recap Hours <sup>2</sup>	<p>Enroll online and get <b>extra \$200 discount!</b></p> <p>Promo Code: <b>QP24DEC</b> (19 Aug - 31 Oct 2024)</p> <p>store.kaplan.com.hk</p> 
Early Enrol. Price on or before 13 Oct 2024 ▶	<input type="checkbox"/> \$8,290	<input type="checkbox"/> \$8,290	<input type="checkbox"/> \$7,290	
Full Price	<input type="checkbox"/> \$9,290	<input type="checkbox"/> \$9,290	<input type="checkbox"/> \$8,290	
	Mark Baines (Class 1)	Patrick Lui (Class 2)		
	Face-to-face (English)	Face-to-face (Cantonese)		
<b>Module 12 ▶</b>	63 hours + Unlimited Video Recap Hours <sup>1</sup>	63 hours + Unlimited Video Recap Hours <sup>1</sup>		
Early Enrol. Price on or before 13 Oct 2024 ▶	<input type="checkbox"/> \$7,290	<input type="checkbox"/> \$7,290		
Full Price	<input type="checkbox"/> \$8,290	<input type="checkbox"/> \$8,290		
	Taky Lo (Class 1)	Polly Lo (Class 2)		
	Face-to-face (Cantonese)	Online (English)		
<b>Module 13 ▶</b>	78 hours + Unlimited Video Recap Hours <sup>1</sup>	60 hours + Unlimited Video Recap Hours <sup>2</sup>		
Early Enrol. Price on or before 13 Oct 2024 ▶	<input type="checkbox"/> \$8,290	<input type="checkbox"/> \$7,290		
Full Price	<input type="checkbox"/> \$9,290	<input type="checkbox"/> \$8,290		
	Angela Nip (Class 1)	Pason Ngan (Class 2)	Angela Nip (Class 3)	
	Live-Streaming & Face-to-face (Cantonese) <sup>(4)</sup>	Face-to-face (Cantonese)	Online (English)	
<b>Module 14 ▶</b>	72 hours + Unlimited Video Recap Hours <sup>1</sup>	72 hours + Unlimited Video Recap Hours <sup>1</sup>	55 hours + Unlimited Video Recap Hours <sup>2</sup>	
Early Enrol. Price on or before 13 Oct 2024 ▶	<input type="checkbox"/> \$8,290	<input type="checkbox"/> \$8,290	<input type="checkbox"/> \$7,290	
Full Price	<input type="checkbox"/> \$9,290	<input type="checkbox"/> \$9,290	<input type="checkbox"/> \$8,290	

Notes:






- (1) Playback recording of selected sessions will be available in eLearning platform within 3 working days after live session ended. For sessions which are not available in eLearning platform, please send email to HKQP@kaplan.com to reserve timeslot for re-capping video(s) at Kaplan media lab. You are advised to make reservation with us at least 3 working days prior to the reserved date. For details, please refer to timetable.
- (2) The pre-recorded videos which do not have classroom sessions will be available in eLearning platform. Please refer to the timetable for the information of the video uploading date.
- (3) Big 4, Grant Thornton, Moore HK and RSM HK staff are eligible to enjoy extra 5% discount in Kaplan QP courses. Please refer to Terms and Conditions for more details.
- (4) This class will be partially delivered by classroom live streaming and lecturer will deliver the sessions from another region. For details, please refer to timetable.
- (5) Only hard copy of materials will be provided and all course materials will not be uploaded to the eLearning platform.

Gross Total ▶ HK\$ \_\_\_\_\_

Big 4, Grant Thornton, Moore HK<sup>(3)</sup> and RSM HK Discount ▶ HK\$ \_\_\_\_\_

Total Payable ▶ HK\$ \_\_\_\_\_

FREE Basic Course (Online) ▶

Basics of Financial Reporting - Fanny Choi	 Cantonese	 <a href="https://free.kaplan.com.hk/">https://free.kaplan.com.hk/</a>	
Basic Audit Workshop - Polly Lo	 Cantonese		
Basic Hong Kong Tax - Angela Nip	 Cantonese		

Online Learning System Validation and its policy ▶

Please perform system testing through our validation page by scanning the QR code or browsing <https://www.kaplan.com.hk/page/kfa-elearning-sys-validation>



Personal Particulars ▶

PLEASE COMPLETE IN BLOCK LETTER \* MUST COMPLETE

I am a  New Student  Old Student Kaplan ID : \_\_\_\_\_ (if applicable)

\* (Mr / Mrs / Ms) Surname : \_\_\_\_\_

\* Forename : \_\_\_\_\_

\* Mobile / Contact No. : \_\_\_\_\_

HKICPA Registration No. : \_\_\_\_\_

\* HK ID / Passport No. : \_\_\_\_\_ (First 4 digits i.e. A123)

Nationality : \_\_\_\_\_ (This field must be completed if a passport no. is provided)

\* E-mail : \_\_\_\_\_

\* Date of Birth : \_\_\_\_\_ DD/MM/YY

Company : \_\_\_\_\_

Fax : \_\_\_\_\_

Postal Address : \_\_\_\_\_

Method of Payment ▶

PLEASE COMPLETE IN BLOCK LETTER

CASH  EPS  FPS  PayMe  CHEQUE NO. : \_\_\_\_\_ (made payable to Kaplan Financial (HK) Limited)

Credit Card:  VISA  MASTERCARD  AE  FULL PAYMENT  INSTALMENT

FOR FAX AND POST ORDER ONLY

Card Holder : \_\_\_\_\_  
Card No. : \_\_\_\_\_  
Expiry Date : \_\_\_\_\_  
Signature : \_\_\_\_\_

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

Interest-free instalment payment

- HSBC/Standard Chartered Credit Card holders are eligible for 3/6 months interest free instalment when enrol over \$5,000.
- To enjoy the Interest Free Instalment Plan, enrolment can be done at Kaplan Centre in person or via online store using HSBC / Standard Chartered credit card.
- AE Credit Card holders are eligible for 12 months interest free instalment when enrol over \$5,000.
- Credit cards bearing the American Express name, brand or logo issued by its licensees in Hong Kong are eligible for the Interest Free Instalment Plan. Credit Cards, Corporate Cards, and US Dollars Cards issued in Hong Kong by American Express International, Inc. and all American Express Cards issued outside of Hong Kong are not eligible for this Interest Free Instalment Plan. Please check with Kaplan for details.
- To enjoy the Interest Free Instalment Plan, enrolment must be done at Kaplan Centre in person with American Express credit card.
- For details, please check with Kaplan at 2526 9686.

Declarations

- I declare that all information provided in this form and all attached documents, are, to the best of my knowledge, accurate and complete.
- I consent that I will comply with all the Rules and Regulations of your company.
- I have read, understood and hereby agreed to the terms and conditions stipulated on the brochure, enrolment form and Kaplan Financial's website.
- I wish to receive Kaplan information by email in the future.
- I have met the system requirements of the eLearning platform and the testing result is satisfactory.
- I have read, understood and agreed to the policy of using the online service.

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

FOR OFFICIAL USE ONLY:

F-SO : \_\_\_\_\_  
ST : \_\_\_\_\_  
PY : \_\_\_\_\_  
HK\$: \_\_\_\_\_  
App#: \_\_\_\_\_  
Date : \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Handler: \_\_\_\_\_

## Course Enrolment Form

## Terms and Conditions

**Enrolment Policy**

1. A completed enrolment form/order form must be accompanied by payment in full.
2. Kaplan Financial reserves the right to cancel a course if enrolment is insufficient and/or make alterations regarding lecturers, class locations, class schedules, topic sequence and time allocated to each topic if necessary. Under such circumstances, fees paid are non-refundable and non-transferable. If any interruptions may happen, we will notify the students as soon as possible.
3. Course details (including confirmed dates and teaching venue) will be emailed to students approximately 3 working days prior to course commencement. (Classroom course only)

**Identification Policy**

1. Kaplan Financial reserves the right to verify student's identity whenever students are present for a course, using or making request of our services. This involves verification of student's contact information and showing of ID card. The ID card must be current and valid, contain photo, be issued by a government agency and be an original document (photocopies of ID documents will not be accepted). The preferred form of ID is the HKID card or passport if student is not a Hong Kong citizen.
2. Regular spot-checks will be conducted to protect paid students interest. If students are aware of any suspected trespassers, please inform the course lecturer and/or the administration staff of Kaplan Financial immediately. Any un-paid attendant caught will be required to pay the full course fees plus an administrative fee (50% of the full course fee). Kaplan Financial will report the case to the professional institutions (e.g. HKICPA) or/and government bodies for misconduct and disciplinary action for permanent disqualifications. Kaplan Financial will reserve the rights to report to the police and pursue legal action against the caught un-paid attendant.
3. Under all circumstances, only the enrolled and paid students can attend our lectures or use the student supporting services. Kaplan does not accept substitutes, in whole or in part, to obtain services and attend classes. Anyone attending the class without prior payment of full course fees will be subject to a full course fee plus an administrative fee (50% of the full course fee) payment on the spot. If students see any suspicious act of illegal attendance during the class, please alert our staff. Trespassing is a crime and an attempt to make off without payment is an offence under S.19C Theft Ordinance. Kaplan shall report to the police and reserve the rights for further legal actions. The maximum penalty is 3 years imprisonment.
4. Students who have entered into the Kaplan premises will be bound by Kaplan Financial's terms and conditions.

**eLearning Video Recap Pass ("ePass")**

1. Video access rights will be granted to users automatically when the login instruction is sent. For the details of login instruction, please refer to the part of "eLearning Platform".
2. The ePass of a particular course is applicable to the linked course only and it cannot be used in different courses parallelly.
3. It is non-refundable, non-transferable and cannot be redeemed in cash.
4. The ePass represents the number of video hours that the student is available to recap on the eLearning platform.

**eLearning Platform**

1. Login information will be emailed to users 2-3 working days prior to class commencement for face-to-face class and videos upload for online class; or within 5 working days after the enrollment is succeed, whichever is later.
2. For sessions which are not available in eLearning platform, please send email to HKQP@kaplan.com to reserve timeslot for re-capping video(s) at Kaplan media lab. You are advised to make a reservation with at least 3 working days prior to the reserved date.
3. For the latest video upload schedule, please refer to the timetable or course dashboard in eLearning platform.
4. Kaplan does not warrant that eLearning Online Access will be uninterrupted or error-free. Online Access to Kaplan eLearning is provided on an "as is, as available" basis. By using Kaplan eLearning platform, you confirm that you have met the minimum system requirements and are fully satisfied with the playback performance of Kaplan eLearning.
5. There may be a chance to experience an unstable connection from mainland China with the Great Firewall. We will not be liable or responsible in any way should you fail to access our learning materials in the event of connection issues resulting from the Great Firewall.
6. Your subscription to Kaplan eLearning class is a limited license to use the content only between the time online access is granted and its expiry date (hereinafter referred to as the "Subscription Period"). The subscription period varies depending on the class you sign up for. You are responsible for checking this information posted on the course flyer and Kaplan eLearning platform. Your subscription cannot be extended unless extension option is included in the eLearning class you sign up for and you have met the extension requirements.
7. You understand that Kaplan may revise the online content, whether in printed, digital or downloadable format, from time to time to meet its training objectives. It may add or remove materials that it considers as unnecessary or no longer relevant for exam preparation. Once the material is removed it will not be accessible and will not be made available upon request.
8. The classes and products sold in the correspondence courses are intended for personal use only. Sharing or resale of ePass, Kaplan materials and/or online access is prohibited. The username/user id and password given by Kaplan cannot be shared with anyone, even if that person has his or her own subscription to Kaplan products and/or services. Kaplan reserves all its rights in the event of a violation of this policy, which may include discontinuation of the auction itself, immediate suspension of your privileges as a seller and/or user without refund, and enforcement of Kaplan's rights under law and equity. Kaplan will only support registered users who made purchases directly from Kaplan.
9. You agree to meet the minimum system requirements set forth for Kaplan Financial's online requirement. It is a limited license to use the content until Jun 2024 exam date. All online resources are to be used for the student's own personal use and benefit. Unauthorized use of online resources may be subject to legal action.

**Attendance Policy (Point 1-3 are suitable for Face-to-face/Live-Streaming Classes)**

1. It is student's responsibility to sign on the attendance registration sheet as a record of presence.
2. For all the classroom sessions, no seating arrangement will be planned for students. Seats are available on a first-come-first-served basis and students should not occupy seats for other students.
3. It is student's responsibility to attend lessons according to the prescribed course schedule; the acknowledgement with course venue will be emailed to the enrolled students three (3) working days before the commencement date of the course. Hardcopies of acknowledgement regarding the course schedule will be distributed during the first session of the course. Students who have not received any information and announcements regarding the course within the time mentioned should contact Kaplan Financial immediately.
4. As email is the primary contact between Kaplan and students, it is student's responsibility to check their email regularly. Only urgent notice will be communicated by telephone and/or SMS.
5. Within two months from the completion of the course, students may submit a request for certificate of attendance if they have achieved at least 70% attendance or completion progress of online course. Late applications will not be accepted and HK\$50 will be charged for each successful issuance. Certificate of attendance will be ready within 14 working days after our acceptance of certificate request. Both classroom and online attendance records will be counted into the completion of the course.

**Course Materials for Face-to-face/Live-Streaming Classes**

1. On the date of course commencement, students are required to present the original official e-receipt and Hong Kong Identify Card. The original official e-receipt is proof of purchase of Kaplan Financial products/products and is required to be shown during material collection.
2. Course materials will be distributed to students on the first session of each respective course. Students must bring all relevant course materials to class as no extra copies will be available for loan.
3. No lecture notes will be uploaded to eLearning platform.
4. In the case when a third party is involved in collecting students' materials, the original official e-receipt and a signed authorization letter (with student's name, the third party's name and his/her passport/HKID number) must be presented.
5. All course materials must be collected in person within the same examination diet.

**Course Materials for Online Classes**

1. Only printed course notes will be provided in online courses. Students are required to present the original official e-receipt and Hong Kong Identify Card for materials collection at Kaplan Campus.
2. Materials will be available for collection 1 - 7 working days prior to the first batch of videos upload date. Students will be notified by email when the materials are available for collection.
3. In the case when a third party is involved in collecting students' materials, the official e-receipt and a signed authorization letter (with student's name, the third party's name and his/her passport/HKID number) must be presented.
4. All course materials must be collected in person within the same examination diet.

**Transferral Policy**

1. A transferral application must be submitted to Kaplan Financial, along with the original official e-receipt, written request and supporting documentation, at least 14 working days prior to the course commencement. Application after commencement will not be accepted.
2. Any request for special consideration based upon health conditions will be considered on an individual basis based upon the circumstances, the evidence or supporting documents available and the timing of the request. Personal and business circumstances such as heavy workload, holidays, travels and exam withdrawals will not be considered.
3. Transferral application is only accepted for the same paper within the same examination diet.
4. Each successful application is subject to a non-refundable administrative fee of HK\$300 per course per request.
5. Kaplan Financial reserves the right to make the final decision of the application.

**Withdrawal/Refund Policy**

1. A course withdrawal application must be submitted to Kaplan Financial, along with the original official e-receipt, written request and original evidence support, at least 14 working days prior to the course commencement. Withdrawal application is not accepted after the course commencement or the videos and course notes in eLearning platform had been accessed.
2. Each successful application is subject to a non-refundable administrative fee of HK\$300 per course per request and collected course materials will be charged at a fee of HK\$400 per course.
3. Refund can be in the form of:
  - a) Credit Note: with the total amount of the course (exclude study materials and administrative fees) with 1-year validity will be issued. It is non-refundable, non-redeemable and non-transferable; issued credit note can only be used on Accountancy products of Kaplan Financial; the amount on the credit note can only be used once and against the course fee by the set expiry date. If there will be an increase in course fee, students are required to settle the differences; OR
  - b) Cheque Refund: 50% course fees (exclude the study materials and administrative fees) will be refunded. Refund will be done by the issue of cheque and student will be notified for the date of collection.
4. Refund will be payable within six (6) weeks from the date upon which Kaplan Financial was advised of the withdrawal. Kaplan Financial reserves the right to make the final decision of the application.
5. You accept that once a cancellation request has been received, your access to any online materials held on our learning platform will be revoked.

**Social media Gift Redemption**

1. The gift will only be offered upon Kaplan Accountancy students like and share our Facebook fans page ([www.facebook.com/hkka/](http://www.facebook.com/hkka/)) or follow our Instagram ([www.instagram.com/kaplanhk\\_kfa/](http://www.instagram.com/kaplanhk_kfa/)), and present it in person to our Customer Service Team at Kaplan Centre during enrolment.
2. All gifts cannot be returned, transferred, resold, or exchanged for cash.
3. All gifts are limited in quantity and are subject to a first-come-first-serve basis while stocks last.

**Big Four, Grant Thornton, Moore HK and RSM HK Discount**

1. Big Four, Grant Thornton, Moore HK and RSM HK staff are eligible to enjoy extra 5% discount in ALL Kaplan QP courses on top of the early bird discount.
2. Students MUST submit their staff card copy to enjoy this discount.
3. It cannot be used in conjunction with staff discount and online exclusive offer (except early bird discount).
4. Discount must be used when the enrolment is made. It will not be offered afterwards.

**Personal Data Protection**

1. Your personal data is collected and used by us for processing your application of admission, and for registration, administrative, verification, research, statistical and direct marketing purpose. We may also collect personal information to satisfy legal, government and statutory obligations. Provision of personal data is necessary, and without your personal data, we may not be able to provide you with services you require. We may share and transfer your personal data with other members of the Kaplan group and/or authorized third parties providing services to us in relation to the above purposes and/or other prescribed purposes as allowed by law from time to time. In all such circumstances, data will be treated in strict confidence.
2. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have rights to request access to, and to request correction of, his or her personal data. Applicants wishing to amend his or her data should fill out the prescribed form, and submit it to Kaplan. Applicants may opt-out from receiving our direct marketing materials at any time.
3. If you do not wish to receive our offers and updates, please tick the below box(es).
  - Unsubscribe from all Kaplan Financial emails
  - Unsubscribe from non-Accountancy emails only

**Notes to Visa Holder Applicants**

1. Holders of valid working visas or dependency visas are welcomed to consult Kaplan for admissions. If the existing visa does not indicate your eligibility for staying and / or studying in Hong Kong, please further consult the Immigration Department of the HKSAR Government. (website: <http://www.immd.gov.hk>; telephone: (852) 2824 6111. The Immigration Department is fully empowered for the processing of visa application and the approval for the applicants' eligibility for staying and / or studying in Hong Kong. Kaplan's acceptance of your application for the programmes does not warrant for successful visa approval from the Immigration Office. Visa holder applicants and students should be careful of their full compliance with the relevant immigration laws and ordinances during their staying and studying in Hong Kong.

**Other information**

1. These Terms and Conditions set out your entire agreement with Kaplan Financial for the particular course and supersede all previous agreements or understandings made (verbally or in writing) in relation to the course.
2. By accepting to participate on a programme of study with Kaplan Hong Kong you are agreeing to abide by the Kaplan Code of Conduct as published and available at <http://www.kaplan.com.hk/code-of-conduct.php>
3. Terms and Conditions are subject to change without notice. Please review the full and most updated version from our website <https://www.kaplan.com.hk/> periodically. All matters and disputes will be subject to the final decision of Kaplan.



For additional course details,  
please scan this QR code.

**Kaplan Financial (HK) Limited**

G/F to 3/F, E-tech Centre, 402-406 Hennessy Road,  
Wanchai (Causeway Bay MTR Exit A)

Opening Hours Mon-Fri 11:00am-8:00pm ; Sat 9:00am-6:00pm (Closed on Sunday and Public Holidays)



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Email: [HKQP@kaplan.com](mailto:HKQP@kaplan.com)

### HKICPA New QP Module 11 Class Schedule

Lecturer: Fanny Choi

Module 11 Class 1 (81 hrs)

Recap video available in eLearning platform*	Session	Date	Day	Time
√	1	25-Sep-24	Wed	7pm-10pm
√	2	28-Sep-24	Sat	10am-1pm
√	3	28-Sep-24	Sat	2pm-5pm
√	4	5-Oct-24	Sat	10am-1pm
√	5	5-Oct-24	Sat	2pm-5pm
√	6	12-Oct-24	Sat	10am-1pm
√	7	12-Oct-24	Sat	2pm-5pm
√	8	16-Oct-24	Wed	7pm-10pm
√	8	19-Oct-24	Sat	10am-1pm
√	9	19-Oct-24	Sat	2pm-5pm
√	10	23-Oct-24	Wed	7pm-10pm
√	11	26-Oct-24	Sat	10am-1pm
√	12	26-Oct-24	Sat	2pm-5pm
√	13	30-Oct-24	Wed	7pm-10pm
√	14	2-Nov-24	Sat	10am-1pm
√	15	2-Nov-24	Sat	2pm-5pm
√	16	9-Nov-24	Sat	10am-1pm
√	17	9-Nov-24	Sat	2pm-5pm
√	18	13-Nov-24	Wed	7pm-10pm
√	19	16-Nov-24	Sat	10am-1pm
√	20	16-Nov-24	Sat	2pm-5pm
√	21	23-Nov-24	Sat	10am-1pm
√	22	23-Nov-24	Sat	2pm-5pm
√	23	27-Nov-24	Wed	7pm-10pm
√	24	30-Nov-24	Sat	10am-1pm
√	25	30-Nov-24	Sat	2pm-5pm
√	26	7-Dec-24	Sat	10am-1pm
√	27	7-Dec-24	Sat	2pm-5pm
√	26	14-Dec-24	Sat	10am-1pm
√	27	14-Dec-24	Sat	2pm-5pm

Lecturer: Eunice Chu

Module 11 Class 2 (75 hrs)

Recap video available in eLearning platform*	Session	Date	Day	Time
√	1	19-Sep-24	Thu	7pm-10pm
√	2	20-Sep-24	Fri	7pm-10pm
√	3	23-Sep-24	Mon	7pm-10pm
√	4	25-Sep-24	Wed	7pm-10pm
√	5	27-Sep-24	Fri	7pm-10pm
√	6	3-Oct-24	Thu	7pm-10pm
√	7	4-Oct-24	Fri	7pm-10pm
√	8	10-Oct-24	Thu	7pm-10pm
√	9	17-Oct-24	Thu	7pm-10pm
√	10	18-Oct-24	Fri	7pm-10pm
√	11	24-Oct-24	Thu	7pm-10pm
√	12	25-Oct-24	Fri	7pm-10pm
√	13	31-Oct-24	Thu	7pm-10pm
√	14	1-Nov-24	Fri	7pm-10pm
√	15	7-Nov-24	Thu	7pm-10pm
√	16	8-Nov-24	Fri	7pm-10pm
√	17	14-Nov-24	Thu	7pm-10pm
√	18	15-Nov-24	Fri	7pm-10pm
√	19	21-Nov-24	Thu	7pm-10pm
√	20	22-Nov-24	Fri	7pm-10pm
√	21	28-Nov-24	Thu	7pm-10pm
√	22	29-Nov-24	Fri	7pm-10pm
√	23	2-Dec-24	Mon	7pm-10pm
√	23	5-Dec-24	Thu	7pm-10pm
√	24	6-Dec-24	Fri	7pm-10pm
√	24	10-Dec-24	Tue	7pm-10pm
√	25	12-Dec-24	Thu	7pm-10pm

Lecturer: Polly Lo

Module 11 Class 3 (60 hrs)#

Recap video available in eLearning platform*	Delivery mode	Session	Notes Collection Date	Excepted Video Upload Date	Hours
√	Pre-recorded Video	Videos will be uploaded to eLearning platform by five batches.	9-Oct-24	Batch1: 14-Oct-24 Batch2: End Oct Batch3: Mid Nov Batch4: End Nov Batch5: Early Dec	60 hours

Remarks:

- Students will be informed once the videos have been uploaded. For details, please refer to platform.
- #English Class

**\*Important Notes (Updated on 4 Dec 2024)**

This schedule may be subject to change but we will endeavour to keep the final schedule as close as possible to what appears here.

## HKICPA New QP Module 12 Class Schedule

### Lecturer: Mark Baines Module 12 Class 1 (63 hrs)#

Recap video available in eLearning platform*	Session	Date	Day	Time
√	1	16-Sep-24	Mon	7pm-10pm
√	2	20-Sep-24	Fri	7pm-10pm
√	3	24-Sep-24	Tue	7pm-10pm
√	4	1-Oct-24	Tue	10am-1pm
√	5	1-Oct-24	Tue	2pm-5pm
√	6	8-Oct-24	Tue	7pm-10pm
√	7	15-Oct-24	Tue	7pm-10pm
√	8	22-Oct-24	Tue	7pm-10pm
√	9	27-Oct-24	Sun	10am-1pm
√	10	27-Oct-24	Sun	2pm-5pm
√	11	29-Oct-24	Tue	7pm-10pm
√	12	1-Nov-24	Fri	7pm-10pm
√	13	5-Nov-24	Tue	7pm-10pm
√	14	8-Nov-24	Fri	7pm-10pm
√	15	12-Nov-24	Tue	7pm-10pm
√	16	15-Nov-24	Fri	7pm-10pm
√	17	17-Nov-24	Sun	10am-1pm
√	18	17-Nov-24	Sun	2pm-5pm
√	19	19-Nov-24	Tue	7pm-10pm
√	19	26-Nov-24	Tue	7pm-10pm
√	20	3-Dec-24	Tue	7pm-10pm
√	21	6-Dec-24	Fri	7pm-10pm

### Lecturer: Patrick Lui Module 12 Class 2 (63 hrs)

Recap video available in eLearning platform*	Session	Date	Day	Time
√	1	27-Sep-24	Fri	7pm-10pm
√	2	3-Oct-24	Thu	7pm-10pm
√	3	4-Oct-24	Fri	7pm-10pm
√	4	8-Oct-24	Tue	7pm-10pm
√	5	15-Oct-24	Tue	7pm-10pm
√	6	17-Oct-24	Thu	7pm-10pm
√	7	24-Oct-24	Thu	7pm-10pm
√	8	29-Oct-24	Tue	7pm-10pm
√	9	31-Oct-24	Thu	7pm-10pm
√	10	5-Nov-24	Tue	7pm-10pm
√	11	7-Nov-24	Thu	7pm-10pm
√	12	8-Nov-24	Fri	7pm-10pm
√	13	12-Nov-24	Tue	7pm-10pm
√	14	14-Nov-24	Thu	7pm-10pm
√	15	19-Nov-24	Tue	7pm-10pm
√	16	21-Nov-24	Thu	7pm-10pm
√	17	26-Nov-24	Tue	7pm-10pm
√	18	28-Nov-24	Thu	7pm-10pm
√	19	3-Dec-24	Tue	7pm-10pm
√	20	5-Dec-24	Thu	7pm-10pm
√	21	10-Dec-24	Tue	7pm-10pm

#English Class

#### \*Important Notes (Updated on 14 Nov 2024)

This schedule may be subject to change but we will endeavour to keep the final schedule as close as possible to what appears here.

## HKICPA New QP Module 13 Class Schedule

**Lecturer: Taky Lo**  
**Module 13 Class 1 (78 hrs)**

Recap video available in eLearning platform*	Session	Date	Day	Time
√	1	16-Sep-24	Mon	7pm-10pm
√	2	19-Sep-24	Thu	7pm-10pm
√	3	23-Sep-24	Mon	7pm-10pm
√	4	26-Sep-24	Thu	7pm-10pm
√	5	30-Sep-24	Mon	7pm-10pm
√	6	3-Oct-24	Thu	7pm-10pm
√	7	7-Oct-24	Mon	7pm-10pm
√	8	10-Oct-24	Thu	7pm-10pm
√	9	14-Oct-24	Mon	7pm-10pm
√	10	17-Oct-24	Thu	7pm-10pm
√	11	21-Oct-24	Mon	7pm-10pm
√	12	24-Oct-24	Thu	7pm-10pm
√	13	28-Oct-24	Mon	7pm-10pm
√	14	31-Oct-24	Thu	7pm-10pm
√	15	4-Nov-24	Mon	7pm-10pm
√	16	7-Nov-24	Thu	7pm-10pm
√	17	11-Nov-24	Mon	7pm-10pm
√	18	14-Nov-24	Thu	7pm-10pm
√	19	18-Nov-24	Mon	7pm-10pm
√	20	20-Nov-24	Wed	7pm-10pm
√	21	21-Nov-24	Thu	7pm-10pm
√	22	25-Nov-24	Mon	7pm-10pm
√	23	27-Nov-24	Wed	7pm-10pm
√	24	28-Nov-24	Thu	7pm-10pm
√	25	2-Dec-24	Mon	7pm-10pm
√	26	4-Dec-24	Wed	7pm-10pm

**Lecturer: Polly Lo**  
**Module 13 Class 2 (60 hrs)#**

Recap video available in eLearning platform*	Delivery mode	Session	Notes Collection Date	Date	Hours/Time
√	Pre-recorded Video	Videos will be uploaded to eLearning platform by two batches.	9-Oct-2024	Batch1: 14-Oct 24 Batch2: 13-Nov-24	60 hours

Remarks:

1. Students will be informed once the videos have been uploaded. For details, please refer to platform.
2. #English Class

**\*Important Notes (Updated on 21 Oct 2024)**

This schedule may be subject to change but we will endeavour to keep the final schedule as close as possible to what appears here.

## HKICPA New QP Module 14 Class Schedule

### Lecturer: Angela Nip Module 14 Class 1 (72 hrs)^

Recap video available in eLearning platform*	Session	Date	Day	Time
√	^1	16-Sep-24	Mon	7pm-10pm
√	^2	<del>17-Sep-24</del>	<del>Tue</del>	<del>7pm-10pm</del>
√	^2	20-Sep-24	Fri	7pm-10pm
√	^3	24-Sep-24	Tue	7pm-10pm
√	^4	25-Sep-24	Wed	7pm-10pm
√	^5	2-Oct-24	Wed	7pm-10pm
√	^6	3-Oct-24	Thu	7pm-10pm
√	^7	8-Oct-24	Tue	7pm-10pm
√	^8	9-Oct-24	Wed	7pm-10pm
√	^9	<del>15-Oct-24</del>	<del>Tue</del>	<del>7pm-10pm</del>
√	^9	16-Oct-24	Wed	7pm-10pm
√	^10	22-Oct-24	Tue	7pm-10pm
√	^11	23-Oct-24	Wed	7pm-10pm
√	^12	29-Oct-24	Tue	7pm-10pm
√	^13	30-Oct-24	Wed	7pm-10pm
√	^14	5-Nov-24	Tue	7pm-10pm
√	^15	6-Nov-24	Wed	7pm-10pm
√	^16	12-Nov-24	Tue	7pm-10pm
√	^17	13-Nov-24	Wed	7pm-10pm
√	18	20-Nov-24	Wed	7pm-10pm
√	19	24-Nov-24	Sun	10am-1pm
√	20	24-Nov-24	Sun	2pm-5pm
√	21	1-Dec-24	Sun	10am-1pm
√	22	1-Dec-24	Sun	2pm-5pm
√	23	4-Dec-24	Wed	7pm-10pm
√	24	11-Dec-24	Wed	7pm-10pm

### Lecturer: Pason Ngan Module 14 Class 2 (72 hrs)

Recap video available in eLearning platform*	Session	Date	Day	Time
√	1	25-Sep-24	Wed	7pm-10pm
√	2	2-Oct-24	Wed	7pm-10pm
√	3	9-Oct-24	Wed	7pm-10pm
√	4	12-Oct-24	Sat	10am-1pm
√	5	12-Oct-24	Sat	2pm-5pm
√	6	16-Oct-24	Wed	7pm-10pm
√	7	19-Oct-24	Sat	10am-1pm
√	8	19-Oct-24	Sat	2pm-5pm
√	9	23-Oct-24	Wed	7pm-10pm
√	10	26-Oct-24	Sat	10am-1pm
√	11	26-Oct-24	Sat	2pm-5pm
√	12	30-Oct-24	Wed	7pm-10pm
√	13	6-Nov-24	Wed	7pm-10pm
√	14	9-Nov-24	Sat	10am-1pm
√	15	9-Nov-24	Sat	2pm-5pm
√	16	13-Nov-24	Wed	7pm-10pm
√	17	16-Nov-24	Sat	10am-1pm
√	18	16-Nov-24	Sat	2pm-5pm
√	19	20-Nov-24	Wed	7pm-10pm
√	20	23-Nov-24	Sat	10am-1pm
√	21	23-Nov-24	Sat	2pm-5pm
√	22	27-Nov-24	Wed	7pm-10pm
√	23	4-Dec-24	Wed	7pm-10pm
√	24	11-Dec-24	Wed	7pm-10pm

^Will be partially delivered by classroom live streaming and lecturer will deliver the sessions from another region.

### Lecturer: Angela Nip Module 14 Class 3 (55 hrs)#

Recap video available in eLearning platform*	Delivery mode	Session	Notes Collection Date	Date	Hours/Time
√	Pre-recorded Video	Videos will be uploaded to eLearning platform by two batches.	9-Oct-2024	Batch1: 14-Oct 24 Batch2: 13-Nov-24	55 hours

Remarks:

- Students will be informed once the videos have been uploaded. For details, please refer to platform.
- #English Class

#### \*Important Notes (Updated on 21 Oct 2024)

This schedule may be subject to change but we will endeavour to keep the final schedule as close as possible to what appears here.