

Chartered Accountants Leadership Academy Subscription Form – Individual

How to subscribe

Return this completed subscription form by fax, post, email or by simply 'clicking' on the red **Submit Form** button at the bottom of the page.

Post Institute of Chartered Accountants in Australia
GPO Box 9985, Sydney NSW 2001

Fax 02 9262 4841

Email service@charteredaccountants.com.au

Your company must be incorporated or have its primary place of business in Australia for you to register as a company user.

i For further information or assistance, please contact the Institute Customer Service Centre on **1300 137 322** or email leadership.academy@charteredaccountants.com.au

The Institute of Chartered Accountants in Australia. ABN 50 084 642 571
Note: This document becomes a tax invoice upon payment.

1. Please complete your personal details

Yes, I am signing as an individual, not a company.

I am a member of:

- The Institute of Chartered Accountants in Australia
 Global Accounting Alliance (GAA) membership body
 Chartered Institute of Management Accountants (CIMA)

Identification Number

Email

Title First name

Surname

DOB

Company

Position

Address

Town / city

State Postcode

Country

Phone

Mobile

2. Select your package

	Member	Non-member
Platinum (PDLAP111)	<input type="checkbox"/> \$2,145.00	<input type="checkbox"/> \$2,742.50
Gold (PDLAG111)	<input type="checkbox"/> \$990.00	<input type="checkbox"/> \$1,138.50

All prices quoted is in \$AUS and include GST.

3. Payment details

Please pay by: Cheque (payable to the Institute of Chartered Accountants in Australia)
 Chartered Accountants American Express
 Amex Visa MasterCard Diners

Card holder name

Card number

Expiry date

Card holder signature

4. Terms and conditions

I have read and agree to the terms and conditions listed below and to the full terms and conditions listed on our website.

For full terms and conditions see our website
charteredaccountants.com.au/leadershipacademy

Payments

The Institute of Chartered Accountants does **not accept cash** payments. Payment methods accepted include cheque, EFTPOS and credit cards. A dishonour fee of \$25 will be charged for each cheque that is not cleared or honoured by the bank or financial institution. By submitting this form to the Institute of Chartered Accountants in Australia you acknowledge that you agree to the Terms & Conditions.

What happens next?

A confirmation email will be sent to the registered user noted on this form after payment has been processed.

This email will include:

- > Login information
- > Commencement date of your subscription
- > How and where to access the Chartered Accountants Leadership Academy.

The tax invoice will be sent to the registered user.

Duration

Each subscription will be for a period of 12 months. See commencement date in confirmation email.

Cancellation and transfer policy

Refund requests will be accepted only if written notification is received from the company contact and will be considered on a case by case basis. Refunds will be provided as a pro-rata of the annual subscription amount.

Content

The Institute of Chartered Accountants in Australia reserves the right to change content and pricing of the Leadership Academy without notification.

CPE Hours

You can accrue CPE hours for all the time spent training in the Chartered Accountants Leadership

Academy. Your Chartered Accountants Leadership Academy profile will provide you with your up to the minute Leadership Academy usage. The Institute will update your Leadership Academy accrued CPE hours on a quarterly basis, or you can update your own records at your convenience. Only the registered individual can accrue CPE hours.

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Privacy statement

The Institute of Chartered Accountants in Australia respects the privacy of individuals and acknowledges that the information you provide on this form is 'personal information' as defined by the Commonwealth Privacy Act. The information is being collected for the purpose of processing your application. The provision of this information is voluntary, but if it is not provided the Institute may be unable to process your application. If your application is successful, the information will also be used for the purposes listed in the Institute's privacy policy – a copy of which is at charteredaccountants.com.au/privacy_policy 0811-21

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