

# Application for ICA INTERNATIONAL ADVANCED CERTIFICATE PROGRAMMES IN HONG KONG



INTERNATIONAL  
**COMPLIANCE**  
TRAINING ACADEMY  
Wilmington Risk & Compliance

**Email:** studentadmin@int-comp.com

**Website:** www.icta.com.sg

International Compliance Training Academy Pte Ltd (ICTA)  
6 Shenton Way #17-08 OUE Downtown 2 Singapore 068809

Date Received	

Do you want your employer to know that you are taking this course?	
Yes	No

Personal details <i>(A copy of your HKID/passport must be returned with the application)</i>
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Title:
First name:
Last name:
Middle Name:
HKID/Passport Number:
Your name as it appears in HKID/Passport:
Nationality:
Sex:
Date of birth:
Address 1:
Address 2:
Postcode:
Organisation:
Department:
Job Title:
Email Address:
Home/Office Number:
Mobile/Evening Number:

Funding Option	
Company-sponsored	Self-funding

Employer Details <i>(only for company-sponsored students)</i>
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Name of Organisation:
Address 1:
Address 2:
Job Title/Designation:
Email Address:
Accounts contact name: <i>(where applicable)</i>

Job Level <i>Please tick as applicable</i>
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New Entrant /Administrator	Experienced Staff & Junior Management
Middle Management	Senior Management Board Level
Other (please specify)	

How did you find out about this course? <i>Please tick as applicable</i>
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Search Engine	Social Media	Referral
Google	LinkedIn	Colleague
Yahoo	Facebook	Friend
Other, please state:	Instagram	Family
	Twitter	IBF
	Other, please state:	SkillsFuture
		Other, please state:
Events	Website	
Direct Mail/Email	Other, please state:	

Do you suffer from any disability or illness that may affect your training and assessment?      **YES**      **NO**

*If yes, please provide details:*

#### Equal opportunity and disability statement

ICTA welcomes applications from students with additional support needs as a result of a disability, medical condition or specific language difficulty e.g. dyslexia.

All applications will be considered under the same criteria as other applications. You are encouraged to contact the course administrator at ICTA to discuss any requirements you may have relating to your study or other needs as soon as possible.

This is so that we can take all reasonable steps to ensure your needs are met and that the relevant staff is informed of support requirements at the earliest opportunity.

ICTA will take all reasonable steps to ensure that applicants who meet the academic criteria will not be excluded from the course that interests them for reasons relating to their disability. However, there may be rare occasions that we would be unable to meet an individual's needs, but this would be discussed in detail and every avenue investigated before a decision was made.

#### Correspondence

Unless otherwise indicated, correspondence will be sent to the personal address provided for those who are self-funding and to the company address provided for those who are company-sponsored. Any special mailing requirements should be noted below:

#### Statement about Data Collection

The International Compliance Association (ICA) and the International Compliance Training Academy (ICTA) is required to collect data and information from students pertaining to courses, assessments and examinations. The student's information collected by ICA/ICTA may be provided to government agencies that are authorised to receive it.

ICA/ICTA may request further information from you should you provide insufficient information or if ICA/ICTA requires further clarification or additional information in order to complete the processing of your course application, enrolment and course fees reimbursement, etc. ICA/ICTA have the right to request photographs of students where appropriate. ICA/ICTA also reserves the right to keep all information collected on file for a period as required by the government agencies and permissible by law.

#### Data Protection

**ICA/ICTA may disclose your information to third parties and our other group companies where they help us in the administration or operation of our organisation.**

**ICA/ICTA and third parties may send you information about products and services such as compliance courses, compliance training courses, workshops, internal/external ICA/ICTA events etc that are approved by ICA/ICTA.**

**ICA/ICTA may also disclose your information if we are under a duty to disclose or share your personal information in order to comply with any legal or regulatory obligation, or in order to enforce or in complying with our obligations under our terms and conditions or other agreements; or to protect our rights, property, or safety or that of other users or third parties.**

If you wish to change/update your particulars, or if you do not want to receive and mailings from us or from third parties, please let us know by emailing us at [studentadmin@int-comp.com](mailto:studentadmin@int-comp.com).

**Tick this box if you consent to receiving marketing messages in the future from ICTA, by telephone or by email (or any other means).**

#### Refunds

If a student withdraws four or more weeks prior to the workshop, the student will be refunded the course fee less any remittance charges levied by the banks.

If a student withdraws from the course less than four weeks prior to the workshop, the student will be refunded 50% of the course fee less any remittance charges levied by the banks.

If a student withdraws one week or less prior to the workshop, the student will not be refunded the course fee.

If a student fails to attend the workshop, no refund will be given.

**Course fees - Hong Kong Dollars****Advanced Certificate Programmes**

<b>ICA International Advanced Certificate in Regulatory Compliance</b>	<b>HKD \$18,750</b>
<b>ICA International Advanced Certificate in Anti Money Laundering</b>	<b>HKD \$18,750</b>

**ICA Membership**

In order to study for an ICA qualification you will need to become a member of ICA.

Whether you are just starting out in your career, already hold an ICA qualification or are an experienced practitioner, there is a level appropriate for you and this will be activated at the same time as your course commences.

Visit <https://www.int-comp.org/landing-pages/ica-membership/> for more information.

Are you an ICA member?                      Yes              No

If yes, state ICA membership number\*:

**Membership Level**

*Do not complete this section if you are already an ICA member.*

Student                      **12 months (£75+VAT or local taxes if applicable)**

*Note: Membership fee will be invoiced directly by ICA.*

**Declaration**

**I have read the terms and conditions and declare the particulars in this application are true and correct.**

**I enclose/attach a true copy of my identification**

*(Enrolment forms cannot be processed if above are left unticked)*

Student Name:

Signature:

Date:

*The following are required if your employer is funding your course:*

Name of Line Manager/HR:

Signature of Employer:

Date:

Company Stamp

**Please return your completed enrolment by e-mail to:**

**Email: [studentadmin@int-comp.com](mailto:studentadmin@int-comp.com)**