RE-ASSESSMENT OF QUALIFICATIONS FOR MIGRATION

IPA INSTITUTE OF PUBLIC ACCOUNTANTS

This form should only be completed when you are seeking a re-assessment of your qualifications by the Institute of Public Accountants (IPA) for the purposes of migration. When completing this form it is most important that all details of your claim are clearly included. The reasons for your claim should include as a minimum, information or other evidence which addresses the reasons given by the IPA for the initial assessment.

QAI Reference No._____ Date of Assessment ____ / ____ / ____
(located on your qualifications assessment letter)

Nominated Occupation

Please note that the IPA is authorised to assess qualifications for the following occupations. What occupation are you nominating for migration purposes? *(Select one only)*

- ○ **Accountant (General)** ANZSCO code 221111
- ○ **Management Accountant** ANZSCO code 221112
- ○ **Taxation Accountant** ANZSCO code 221113
- ○ **External Auditor** ANZSCO code 221213
- ○ **Finance Manager** ANZSCO code 132211
- ○ **Corporate Treasurer** ANZSCO code 221212

Applicant's Personal Details

○ Mr ○ Mrs ○ Miss ○ Ms ○ Other, please state _____ Gender ○ Male ○ Female Date of birth ____ / ____ / ____

Given name _____ Family name/Surname _____

Please list other names used if these are different from the name shown on your qualification(s).

_____

Contact address _____ Suburb/Town/City _____

State _____ Postcode _____ Country _____

Phone _____ Email _____

Agent or Authorised Person Details

Business/Organisation Name: _____

Authorised Person's Name: _____

Postal address _____ Suburb/Town/City _____

Country _____ State _____ Postcode _____

Business phone _____ Business fax _____

Mobile _____ Business email _____

Grounds of Assessment

Attach separate sheet if more space is required

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IPA INSTITUTE OF PUBLIC ACCOUNTANTS

Payment

ABN 81 004 130 643

○ Re-assessment application AUD160 (submitted within 12 months of the date of assessment). A fee of AUD400 applies for all other reassessments.

Payment of fee is to be by bank cheque, overseas bank draft in Australian dollars, Australia Post money order or credit card.
The IPA is not able to accept cash. IPA is not responsible for the loss of mail. IPA does not normally refund fees.

○ I have enclosed a cheque/money order payable to 'Institute of Public Accountants'

○ Please charge my ○ Amex ○ Mastercard ○ Visa

Card number |_|_|_|_| |_|_|_|_| |_|_|_|_| |_|_|_|_| Expiry date |_|_|_|_|

Cardholder's Name _____

Signature _____ Date ____ / ____ / ____

Optional

○ Express Post (available within Australia only). Include additional **AUD8** in total payment.

○ International Express Post (outside Australia only). Include additional **AUD20** in total payment. Express Post International is not a courier service. It only guarantees international despatch on the working day following postage, depending on available flights. Letters are not traceable once they have left Australia.

Total AUD _____

TAX INVOICE: This form becomes a Tax Invoice upon payment. Total Price includes GST. Please retain a copy for your taxation records

Declaration

I declare that:

- The information I have supplied and any attachments are complete, correct and up to date;
- I undertake to inform the Institute of Public Accountants (IPA) of any changes to my circumstances (e.g. address) while this re-assessment is being considered;
- I authorise the IPA to make any and all enquiries necessary to assist in this re-assessment and to use any information supplied in this application for that purpose;
- Information on this form is collected by the IPA to enable a re-assessment of qualifications. The information collected about me and any documents I attach can be disclosed without my consent where authorised or required by law; including to DEEWR/DIAC;
- I have read and understood the information supplied to me in the explanatory notes accompanying this application;
- If successful with the re-assessment, I will be admitted to membership of the IPA (unless otherwise indicated) and I agree to abide by the Constitution, By-Laws and Pronouncements of the IPA as amended from time to time.

I agree with the terms and conditions for the re-assessment of my qualifications for the purposes of General Skilled Migration; as disclosed on the IPA website.

Applicant's Signature _____ Date ____ / ____ / ____

Final Checklist

○ All documents must be appropriately certified true copies. The name, address and provider/registration number of the certifying officer should be printed legibly below the signature

○ The re-assessment application fee of AUD160 (submitted within 12 months of date of assessment)

○ Include an additional fee of AUD8 or AUD20 if you have ticked the Express Post option

○ Include official academic transcripts/mark sheets for additional studies completed

○ Include IELTS Test Reform Form (TRF)

○ Include completion letter/award certificate for programs recently completed

○ Include additional documents, e.g. detailed subject outlines/syllabus details

○ Include letter of authority allowing the IPA to correspond and verify directly with the university concerning your studies

○ Include any other documents supporting your re-assessment

○ Please note that the IPA does not return documents

Contact Details Freecall (from within Australia): 1800 625 625. Email to: migration@publicaccountants.org.au
Post applications to: Assessment Unit Institute of Public Accountants, GPO Box 1637, Melbourne VIC 3001 Australia (Level 6, 555 Lonsdale Street, Melbourne VIC 3000 Australia)