

**Qualifications Assessment**

To be considered suitable for registration with ASIC as an SMSF Auditor, your qualifications must:

1. Be a degree, diploma or certificate from a prescribed university or institution;
2. Of at least three years duration; and
3. Include a course of study in auditing.

IPA’s assessment of your qualifications is not an endorsement of your application with ASIC. This assessment is part only of the ASIC evaluation process.

**Personal Details**

 Mr Mrs Miss Ms Other, please state \_\_\_\_\_\_\_\_\_\_\_\_ IPA member ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender Male Female Date of birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_\_

Given name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Family name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list other names used e.g. different name shown on your qualification(s)

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Contact address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Suburb/Town/City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postcode \_\_\_\_\_\_\_\_ Country \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Education**

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| --- | --- | --- |
| QUALIFICATION | EDUCATION INSTITUTION | DATE AWARDED |
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**Payment**

ABN 81 004 130 643

 Normal application AUD150/ AUD490

 Fast Track application AUD250/ AUD700

Payment of fee is to be by cheque or credit card.

 I have enclosed a cheque payable to ‘Institute of Public Accountants’

 Please charge my: Amex Mastercard Visa

Card number \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_ Expiry date \_\_\_ / \_\_\_\_\_

Total AUD \_\_\_\_\_\_\_\_\_\_

Cardholder name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_ / \_\_\_ / \_\_\_\_\_
*TAX INVOICE: This form becomes a Tax Invoice upon paymet, total price includes GST. Please retain a copy for your taxation records*

**Final Checklist**

 All documents must be appropriately certified true copies. The name of the certifying officer must be printed legibly before the signature

 Include the application fee

 Include copies of degrees or diplomas awarded for your qualifications (in home language and English translation)

 Include academic transcripts/mark sheets for your qualifications (in home language and English translation), including details of the grading system and/or subject legend

 Include syllabus details/subject outlines for qualifications (in home language and English)

 Please note that the IPA does not return documents

 Where applicable, evidence of name change e.g. marriage certificate or deed poll/name change certificate

**Contact details**

t: +61 3 8665 3100. Email to: migration@publicaccountants.org.au

Post applications to: Admissions Unit, Institute of Public Accountants, GPO Box 1637, Melbourne VIC 3001 Australia (Level 6, 555 Lonsdale Street, Melbourne VIC 3000 Australia)