

CA/2

## Level 2 Group Certificate in Computerised Accounting

### Application Form

Candidate Details in BLOCK CAPITALS:-

Name: \_\_\_\_\_ HKID No: \_\_\_\_\_

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

Postcode: \_\_\_\_\_ City/State: \_\_\_\_\_

Tel/Mobile Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Subjects	Subject Code	Result	Series	Year	Month	Certificate Number
Level 2 Computerised Accounting						
Level 2 Book-keeping & Accounts/ IAS						

Candidates are required to pass THREE **Level 2** subjects within a period of **24 months** as follows:-

- (a) Compulsory Subjects: Computerised Accounting and Book Keeping & Accounts/ Book-keeping & Accounts IAS
- (b) Plus one other Level 2 subject, excluding those referred to in (a) above

### INSTRUCTIONS FOR COMPLETING THIS FORM:

- 1 Please enclose photocopies of the relevant certificates/results slips. (Original certificates are no required)
- 2 **Results must be accumulated within 24 calendar months of the first pass examination date.**
- 3 **Application Fees for Group Certification HK\$420.00 for each Diploma.**
- 4 Cheque to be made payable to “**Educational Resources (HK) Ltd**”.
- 5 The processing time will take an estimation of 2 months from the date of receiving complete documents.
- 6 Candidates must claim their Group Awards within 12 months of the date of their last examination.

**Note:** Examination records are retained for 6 years only and certificate issued above 6 years period cannot be replaced

#### LCCI Use Only

Certificate No. : ..... Date Issued : .....

**LCCI International Qualifications**  
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