申请澳洲注册会计师资格入会评估资料清单（中国注册税务师会员适用）

1. 中国注册税务师会员证书（所有有效页）彩色扫描件
2. 中国注册税务师资格考试成绩 （成绩单或查询截屏）
3. 本科（含）或研究生学位的学位证和成绩单 （中英文件）彩色扫描件
4. 两个身份证明彩色扫描件，如：身份证（正反面）， 护照（带有照片页），驾照（两页），户口（户主页和本人页），出生证明等。
5. 英文个人工作经历总结(Word文档)，表格模板如下。

**CPA AUSTRALIA MEMBERSHIP APPLICANT INFORMATION**

**Personal Details**

|  |  |  |  |
| --- | --- | --- | --- |
| First name |  | Last name |  |
| Date of birth(DD/MM/YYYY) |  | Gender | ☐ Female☐ Male |
| Email:  |  | Contact Number |  |
| Home address: |  | Mailing address (if different with home address) |  |

**Education History**

|  |
| --- |
| **Bachelor Degree** |
| Name of qualification |  |
| University name or Institute name |  |
| Country |  |
| Studying period (MM/YYYY - MM/YYYY) |  |
| Study |  ☐ Full-time study ☐ Part-time Study |
|  |
| **Master Degree** (if applicable) |
| Name of qualification |  |
| University name or Institute name |  |
| Country |  |
| Studying period (MM/YYYY - MM/YYYY) |  |
| Study |  ☐ Full-time study ☐ Part-time Study |

**Professional Membership**

|  |  |
| --- | --- |
| Name of professional accounting body | Tax Advisor |
| Level of membership | Practising/Non-practising member |

**Work Experience**

|  |  |
| --- | --- |
| **Organisation name** |  |
| **From**(MM/YYYY) | **To**(MM/YYYY) | **Position title****(Please list the time period of all positions held in the organisation)** |
| 02/2015 | Present |  |
| Job duties | * E.g. Draft work flow chart and set up control points to control payment risk.
 |

|  |  |
| --- | --- |
| **Organisation name** |  |
| **From**(MM/YYYY) | **To**(MM/YYYY) | **Position title****(Please list the time period of all positions held in the organisation)** |
|  |  |  |
| Job duties | * E.g. Audit general procurement payment and expense payment, raise payment request, write checks, keep and use finance stamper and other daily operation related to payment and validation.
 |
|  |
| **Organisation name** |  |
| **From**(MM/YYYY) | **To**(MM/YYYY) | **Position title****(Please list the time period of all positions held in the organisation)** |
| / | / |  |
| Job duties | * E.g. Audit and record expense accounts, bank accounts, AR accounts and AP accounts.
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