

The Capstone

Jun 2024

Exam Preparation Programme

- **Pass Rate**
Kaplan has a 74% pass rate on Jun 2023 The Capstone Exam.
- **Expertise**
Our professional lecturing team is comprised of experienced experts with the latest syllabus. We aim to guide you success!
- **Prize Winner**
Helping more than 119 students to become prize winner throughout these years.
- **Tailor-made Study Strategies Session**
3-hr Study Strategies Session is offered to guide the Capstone students how to break down a lengthy case into useful information by flowcharts, tables, etc.

 **Online Recap Available**

 **Get extra \$300 discount online!**
store.kaplan.com.hk

 **SOCIAL MEDIA OFFER**

Want a Free Welcome Gift?^
Enrol Kaplan Accountancy Courses with Customer Service and like our channels now!
^Students are eligible to enjoy this offer ONCE only.



Module 11

15 hours Cantonese

Course Description

- Cover the fundamental knowledge of HKFRSs and most of the important topics and concepts
- Provide the tailor-made handouts which contain detailed flowcharts, summarized tables and supplementary information to help you understand the HKFRSs
- Reinforce your knowledge and exam techniques with exam focused practise
- Provide her point of views on the hot topic areas and her own recommendation on the answering strategies



Fanny Choi

MAcc, BComm, FCCA, CPA, CA, ASCPA

18Years Experience 14k+ Students
20Prize winners

- Provide a simple way to tackle the exam questions and to get the easy marks
- Simplify the difficult standards in an easier way to understand
- Always provide relevant and simple examples to explain the difficult knowledge which is easy for students to memorize the key ideas



Demo Lecture

Module 12

30 hours English

Course Description

- Provides tailor-made exam focused notes which cover all the important capstone syllabus areas you need to know
- Guides you how to analyse the case information and application strategies to score higher marks needed to pass the exam
- Provides answering techniques on case study questions using his own recommended solutions
- Reviews important areas by practicing various relevant exam papers



Mark Baines

BA(Hons), FCCA

24Years Experience 25k+ Students
51Prize winners

- Senior Lecturer of Kaplan Financial - Accountancy
- Leading Capstone & Module 12 lecturer for Big 4 clients for over 20 years and remains their number one trusted choice
- Provides tailor-made exam focused notes which cover all the important syllabus areas and application strategies to score higher marks needed to pass the exam



Demo Lecture

Module 12

30 hours Cantonese

Course Description

- Customized lecturing materials to cover the essential topics to assist students in taking the examination efficiently and effectively
- Reinforce candidates' corporate finance knowledge and examination skills through practicing selected past papers
- Highlight common errors and misunderstandings made by the candidates and equip them how to structure the answer to score marks in the examination
- Recap and review the important and hot topic areas



Patrick Lui

MBA, LLB, ACCA

19Years Experience

- Has been Kaplan's exam trainer for more than 13 years and very familiar with the exam style and trend
- Understand the weaknesses of students and able to guide them to build up a good foundation for examinations
- Strong illustration in complicated concepts and deliver them in a simple way



Demo Lecture

Module 13

10 hours Cantonese

Course Description

- Recap the updated M13 key concepts / areas (latest one-year rule) which are related to the Capstone syllabus with tailor-made course materials
- Practise exam-styled questions to familiarize yourself with every essential exam technique required to pass the Capstone Final Exam
- Teach you how to breakdown and analyze the lengthy case information and to apply the concepts recapped during the course



Taky Lo

MSc (A&F), CPA, CertIA (ACCA), CertIFR (ACCA)

13Years Experience 8k+ Students
44Prize winners

- Programme Director and Star Lecturer of Kaplan Financial - Accountancy
- Excellent presentation skills and use of extensive real-life examples
- Focus on analyzing the Capstone examination style and how to achieve highest marks during workshops and final examination
- Lecturer of M13 / Capstone for PwC, KPMG and EY



New QP 致勝之道



How to be a passing student at Capstone level

Module 14

9 hours Cantonese

Course Description

- Highlight all update tax knowledge on the 1-year rule students need for the examination
- Discuss the inter-relationship between different tax aspects with mind maps to facilitate students' ability to structure the answer
- Recap on selected topics which is considered as essential and important
- Illustrate to students on how to analyze the requirements of the examination questions



Angela Nip

MBA, FCCA, CPA

19Years Experience 29Prize winners

- Senior Lecturer of Kaplan Financial - Accountancy
- Solid experience in Finance and Corporate Planning including global tax and transfer pricing planning in multi-national companies
- Has served the HKICPA as workshop facilitator and QP Modules & Final Exam marker for many sessions



Demo Lecture

The Capstone Structure

Pre-reading materials release

- Pre-reading materials (case background) will be released 5 working days before the Capstone by HKICPA

The Capstone result release

- 20% marks from the Capstone workshops
- 80% marks from the final exam*

*Marks allocation between workshops and the final examination will be reviewed by HKICPA periodically.



The Capstone 3 day workshops

- Mar - May (for June examination session)
- Sep - Nov (for December examination session)

Final Examination

- 4 hours open book
- Case study
- Several open-ended questions

*The above information is provided by HKICPA. Please refer to <https://www.hkicpa.org.hk/en/Become-a-Hong-Kong-CPA/The-Capstone> for further details.

Course Structure

Module 10 Regulatory Environment	3 Hours
Module 11	15 Hours
Module 12	30 Hours
Module 13	10 Hours
Module 14	9 Hours

Total 70 Hours*

*The Capstone module teaching hours allocation will be subjected to change based on the syllabus updates by HKICPA.

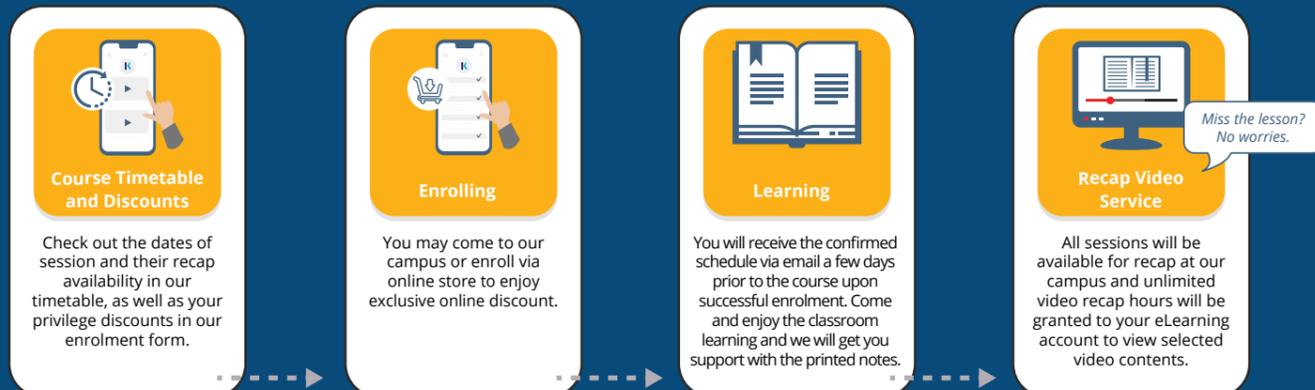
The Capstone Study Strategies

By Taky Lo



- Guide the Capstone students how to break down a lengthy case into useful information
- Duration: 3 hours
- Exclusively for the Capstone students

4 Steps to Success



Highlights

119 Prize Winners

Jun 2023 Diet

Module 11	LO, WAI CHING BORIS
Module 13	MA, CHOI WAI
Module 14	MA, CHEUK TO
Gold Award for Capstone Level	WANG, XUEZHENG
Silver Award for Capstone Level	LU, QINGSHENG
ICAEW Prize	CHEN, HOI TING ROSETTA

Course Information



- Brochure
- Enrolment Form
- Timetable

NEW QP: New One Year Rule



We help you list out the critical changes of examinable contents base on the annual cut-off date announced by HKICPA.

The Capstone Open Day



Register Now

Date: 28 Feb 2024

Time: 19:00 - 20:00

Venue: Kaplan Causeway Bay Centre

Speakers: The Capstone Lecturers

Open Day
Exclusive Offer Extra
\$200 Discount!*

*Open Day Offer apply to Regular Course only. It can be used in conjunction with Early Enrolment Discount and Online Store Discount. Save up to \$1,200 in total discounts.

How

can you save more?

Save \$1,000*

*Terms and Conditions apply.
Please refer to the enrolment form.
†This offer is only available to on-site registration.

\$700

Early Enrolment Discount

on / before 5 Apr 2024

\$300

Online Store Discount*

Enrol Regular Course and
get extra \$300
discount online!



Register
via our online store

Promo Code: **CAP24JUN**

Promo Period: **19 Feb – 12 Mar 2024**

For further details,
please visit our online store.

store.kaplan.com.hk

Extra 5%

Big 4, Grant Thornton, Moore HK and RSM HK Discount*¹

Staff from the companies above can enjoy
extra 5% discount!

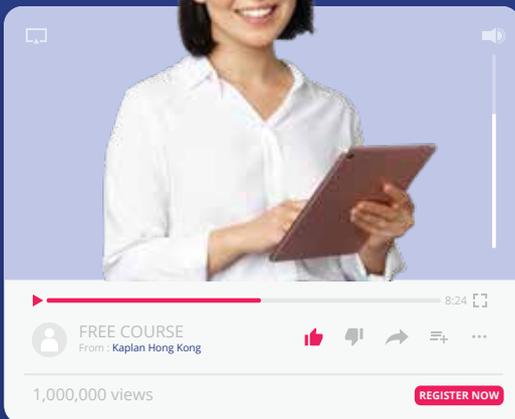


Don't want to queue
for enrolment?

Register
via our *online store*.



store.kaplan.com.hk



FREE

1,000,000hrs

PLATFORM

COURSE

*1,000,000 hours of online learning video have
been delivered via different Kaplan HK platforms
since 2019.

Strengthen your
basic knowledge!



<http://free.kaplan.com.hk>

Effective Business Communication Workshop:

Essential Writing and Speaking Skills for Finance Professionals

This course will help you to contribute more effectively at work and create greater impact. Through practice exercises you will learn essential communication strategies. Then, you will work with your classroom peers on a business case study situation to apply your learning, present your findings and make your recommendations.

Part 1: Writing skills

For professionals who need to write documents in English that can impact and influence business decisions at work or to communicate more clearly in CPA written exams.

- Understand how to structure and organise your documents more effectively; present your ideas more clearly and persuasively
- Write more concisely by implementing quick and easy strategies so that your writing can inform stakeholders and influence change
- Learn how to summarise a whole document into just ONE sentence and write an executive summary to communicate more effectively
- Identify the right tone of voice to deliver findings and recommendations in either an assertive or neutral manner

Part 2: Communication & Presentation Skills

For professionals who need to speak in English during meetings and presentations; or to present case study findings during the CPA exam.

- Deliver a positive and confident impression during meetings and presentations by adopting helpful tips and strategies
- Present and catch attention with confident body language and clear language
- Show meeting management skills by engaging in discussions effectively, using speaking time appropriately and encouraging participants interactively
- Present persuasively as a group by linking ideas logically and designing professional slides
- Prepare effectively for Q&A by understanding different possible question types and by preparing effective answers

Course Schedule

Session 1: 23 Mar 2024 (Sat), 10am – 5pm (1 hour lunch break included)

Session 2: 28 Mar 2024 (Thu), 7pm – 10pm (20mins presentation for each group)

Delivery Mode and Medium of Instruction

Classroom, English with Printed English Notes

Enrolment Deadline

22 Mar 2024 (Fri), 6pm

Lecturer



Frank Liu
(PG Cert, MA)

- 24 years experience
- Senior Training Consultant in business communications and corporate etiquette for global financial institutions
- Pitch coach for business startup competitions; and Judge for English speaking competitions
- Specializes in conducting training workshops for business writing and presentations
- Combines effective language strategies with professional communication strategies



**Enroll
Now**



**Introduction
Video**



Course Enrolment Form

① The Capstone Study Strategies Session is exclusive for the Capstone student

	Intensive Course	Online Store Discount	Workshop for The Capstone student
	70 hours	Enroll Regular Course online and get extra \$300 discount!	Effective Business Communication Workshop Essential Writing and Speaking Skills for Finance Professionals
Early Enrol. Price on or before 5 Apr 2024 ▶	<input type="checkbox"/> \$7,290	Promo Code: CAP24JUN (19 Feb - 12 Mar 2024)	9 hours <input type="checkbox"/> \$2,000 ⁽³⁾ Full Price \$2,200
Full Price	<input type="checkbox"/> \$7,990	store.kaplan.com.hk 	Speaker: Frank Liu Delivery Mode: Classroom, English with Printed English Notes Course Schedule Session 1: 23 Mar 2024 (Sat), 10am – 5pm (1 hour lunch break included) Session 2: 28 Mar 2024 (Thu), 7pm – 10pm (20mins presentation for each group) Enrolment Deadline: 22 Mar 2023, 6pm

Module	Lecturer	Teaching Mode	Intensive Course
Module 10 (Regulatory Environment)	Patrick Lui	Pre-recorded Video (Unlimited Hours) ⁽²⁾	<input checked="" type="checkbox"/>
Module 11	Fanny Choi	Pre-recorded Video (Unlimited Hours) ⁽²⁾	<input checked="" type="checkbox"/>
Module 12	Mark Baines* <small>*Medium of Instruction: English</small>	Classroom + Online Recap Video (Unlimited Hours) ⁽¹⁾	Class 1 <input type="checkbox"/>
	Patrick Lui		Class 2 <input type="checkbox"/>
Module 13	Taky Lo	Pre-recorded Video (Unlimited Hours) ⁽²⁾	<input checked="" type="checkbox"/>
Module 14	Angela Nip	Pre-recorded Video (Unlimited Hours) ⁽²⁾	<input checked="" type="checkbox"/>

***Notes:**

- (1) Playback recording of selected classroom sessions will be available in eLearning Platform within 3 working days after live session ended. For sessions which are not available in eLearning platform, please send email to HKCAPSTONE@kaplan.com to reserve timeslot for re-capping video(s) at Kaplan media lab. You are advised to make reservation with us at least 3 working days prior to the reserved date. For details, please refer to the timetable.
- (2) The pre-recorded videos for those modules which do not have classroom sessions will be available in e-learning platform. Please refer to the timetable for the information of the video uploading date.
- (3) Students who enrolled in The Effective Business Communication Workshop, can refer to The Capstone Terms and Conditions for more details. No recording catch-up service will be provided. No further discounts can be applied to this course.
- (4) Big 4, Grant Thornton, Moore HK and RSM HK staff are eligible to enjoy extra 5% discount in Kaplan Capstone courses.; Please refer to Terms and Conditions for more details.
- (5) Only hard copies of materials will be provided, and all course materials will not be uploaded to the eLearning platform.

Gross Total ▶ HK\$ _____
Big 4, Grant Thornton, Moore HK⁽⁴⁾ and RSM HK Discount ▶ HK\$ _____
Total Payable ▶ HK\$ _____

FREE Basic Course (Online) ▶	Online Learning System Validation and its policy ▶
Basics of Financial Reporting - Fanny Choi  Cantonese	Please perform system testing through our validation page by scanning the QR code or browsing https://www.kaplan.com.hk/page/kfa-elearning-sys-validation 
Basic Audit Workshop - Polly Lo  Cantonese	
Basic Hong Kong Tax - Angela Nip  Cantonese	

Personal Particulars ▶ PLEASE COMPLETE IN BLOCK LETTER * MUST COMPLETE

I am a New Student Old Student Kaplan ID : _____ (if applicable)

* (Mr / Mrs / Ms) Surname : _____ *Forename : _____

* Mobile / Contact No. : _____ *HKICPA Registration No. : _____

* HK ID / Passport No. : _____ (First 4 digits i.e. A123) Nationality : _____ (This field must be completed if a passport no. is provided)

* E-mail : _____ * Date of Birth : _____ DD/MM/YY

Company : _____ Fax : _____

Postal Address : _____

Method of Payment ▶ PLEASE COMPLETE IN BLOCK LETTER

CASH EPS CHEQUE NO. : _____ (made payable to Kaplan Financial (HK) Limited)

Credit Card: VISA MASTERCARD AE

FULL PAYMENT INSTALMENT (IN PERSON)

Card Holder : _____ Expiry Date : _____

Card No. : _____ Signature : _____

Signature : _____ Date : _____

Interest-free instalment payment

- HSBC/Standard Chartered Credit Card holders are eligible for 3/6 months interest free instalment when enrol over \$5,000.
- To enjoy the Interest Free Instalment Plan, enrolment can be done at Kaplan Centre in person or via online store using HSBC / Standard Chartered credit card.
- AE Credit Card holders are eligible for 12 months interest free instalment when enrol over \$5,000.
- Credit cards bearing the American Express name, brand or logo issued by its licensees in Hong Kong are eligible for the Interest Free Instalment Plan. Credit Cards, Corporate Cards, and US Dollars Cards issued in Hong Kong by American Express International, Inc. and all American Express Cards issued outside of Hong Kong are not eligible for this interest-free instalment plan. Please check with Kaplan for details.
- To enjoy the Interest Free Instalment Plan, enrolment must be done at Kaplan Centre in person with American Express credit card.
- For details, please check with Kaplan at 2526 3686.

Declarations

- I declare that all information provided in this form and all attached documents, are, to the best of my knowledge, accurate and complete.
- I consent that I will comply with all the Rules and Regulations of your company.
- I have read, understood and hereby agreed to the terms and conditions stipulated on the brochure, enrolment form and Kaplan Financial's website.
- I wish to receive Kaplan information by email in the future.
- I have met the system requirements of the eLearning platform and the testing result is satisfactory.
- I have read, understood and agreed to the policy of using the online service.

FOR OFFICIAL USE ONLY:

F-SO: _____
 ST: _____
 PR: _____
 HK\$: _____
 App#: _____
 Date: ____ / ____ / ____
 Handler: _____



Course Enrolment Form

Terms and Conditions

Enrolment Policy

1. A completed enrolment form/order form must be accompanied by payment in full.
2. Kaplan Financial reserves the right to cancel a course if enrolment is insufficient and/or make alterations regarding lecturers, class locations, class schedules, topic sequence and time allocated to each topic if necessary. Under such circumstances, fees paid are non-refundable and non-transferable. If any interruptions may happen, we will notify the students as soon as possible.
3. Course details (including confirmed dates and teaching venue) will be emailed to students approximately 3 working days prior to course commencement.

Identification Policy

1. Kaplan Financial reserves the right to verify student's identity whenever students are present for a course, using or making request of our services. This involves verification of student's contact information and showing of ID card. The ID card must be current and valid, contain photo, be issued by a government agency and be an original document (photocopies of ID documents will not be accepted). The preferred form of ID is the HKID card or passport if student is not a Hong Kong citizen.
2. Regular spot-checks will be conducted to protect paid students interest. If students are aware of any suspected trespassers, please inform the course lecturer and/or the administration staff of Kaplan Financial immediately. Any un-paid attendant caught will be required to pay the full course fees plus an administrative fee (50% of the full course fee). Kaplan Financial will report the case to the professional institutions (e.g. HKICPA) and/or government bodies for misconduct and disciplinary action for permanent disqualifications. Kaplan Financial will reserve the rights to report to the police and pursue legal action against the caught un-paid attendant.
3. Under all circumstances, only the enrolled and paid students can attend our lectures or use the student supporting services. Kaplan does not accept substitutes, in whole or in part, to obtain services and attend classes. Anyone attending the class without prior payment of full course fees will be subject to a full course fee plus an administrative fee (50% of the full course fee) payment on the spot. If students see any suspicious act of illegal attendance during the class, please alert our staff. Trespassing is a crime and an attempt to make off without payment is an offence under S.18C Theft Ordinance. Kaplan shall report to the police and reserve the rights for further legal actions. The maximum penalty is 3 years imprisonment.
4. Students who have entered into the Kaplan premises will be bound by Kaplan Financial's terms and conditions.

eLearning Video Recap Pass ("ePass")

1. Video access rights will be granted to users automatically when the login instruction is sent. For the details of login instruction, please refer to the part of "eLearning Platform".
2. The ePass of a particular course is applicable to the linked course only and it cannot be used in different courses parallelly.
3. It is non-refundable, non-transferable and cannot be redeemed in cash.

eLearning Platform

1. Login information will be emailed to users 2-3 working days prior to class commencement or within 5 working days after the enrollment is succeed, whichever is later.
2. For sessions which are not available in eLearning platform, please send email to HKCAPSTONE@kaplan.com to reserve timeslot for re-capping video(s) at Kaplan media lab. You are advised to make a reservation with us at least 3 working days prior to the reserved date.
3. Kaplan does not warrant that eLearning Online Access will be uninterrupted or error-free. Online Access to Kaplan eLearning is provided on an "as is, as available" basis. By using Kaplan eLearning platform, you confirm that you have met the minimum system requirements and are fully satisfied with the playback performance of Kaplan eLearning.
4. There may be a chance to experience an unstable connection from mainland China with the Great Firewall. We will not be liable or responsible in any way should you fail to access our learning materials in the event of connection issues resulting from the Great Firewall.
5. Your subscription to Kaplan eLearning class is a limited license to use the content only between the time online access is granted and its expiry date (hereinafter referred to as the "Subscription Period"). The subscription period varies depending on the class you sign up for. You are responsible for checking this information posted on the course flyer and Kaplan eLearning platform. Your subscription cannot be extended unless the extension option is included in the eLearning class you sign up for and you have met the extension requirements.
6. You understand that Kaplan may revise the online content, whether in printed, digital or downloadable format, from time to time to meet its training objectives. It may add or remove materials that it considers as unnecessary or no longer relevant for exam preparation. Once the material is removed it will not be accessible and will not be made available upon request.
7. The classes and products sold in the correspondence courses are intended for personal use only. Sharing or resale of Kaplan materials and/or online access is prohibited. The username/user id and password given by Kaplan cannot be shared with anyone, even if that person has his or her own subscription to Kaplan products and/or services. Kaplan reserves all its rights in the event of a violation of this policy, which may include discontinuation of the auction itself, immediate suspension of your privileges as a seller and/or user without refund, and enforcement of Kaplan's rights under law and equity. Kaplan will only support registered users who made purchases directly from Kaplan.
8. You agree to meet the minimum system requirements set forth for Kaplan Financial's online requirement. It is a limited license to use the content until Jun 2024 exam date. All online resources are to be used for the student's own personal use and benefit. Unauthorized use of the online resources may be subject to legal action.

Attendance Policy

1. It is student's responsibility to sign on the classroom attendance registration sheet as a record of presence.
2. For all the classroom sessions, no seating arrangement will be planned for students. Seats are available on a first-come-first-served basis and students should not occupy seats for other students.
3. It is student's responsibility to attend lessons according to the prescribed course schedule; the acknowledgement with course venue will be emailed to the enrolled students three (3) working days before the commencement date of the course. Students who have not received any information and announcements regarding the course within the time mentioned should contact Kaplan Financial immediately.
4. As email is the primary contact between Kaplan and students, it is students' responsibility to check their email regularly. Only urgent notice will be communicated by telephone and/or SMS.
5. Within two months from the completion of the course, students may submit a request for certificate of attendance if they have achieved at least 70% attendance or completion progress of online course. Late application will not be accepted and HK\$50 will be charged for each successful issuance. Certificate of attendance will be ready within 14 working days after our acceptance of certificate request. Both classroom and online attendance record will be counted into the completion of the course.

Course Delivery Mode

1. All the Capstone Module 12 classes will be delivered in classroom sessions, unless there are health and safety measures or other unexpected situation that we are not able to ensure the safety of campus. If such situation occurred, the lessons may be delivered via online learning platform only without providing face-to-face session. Kaplan will keep monitoring the situation and students will be informed for further arrangement as soon as possible.
2. For the Capstone Module 10, 11, 13 and 14, all the sessions will be delivered by pure online mode in the form of pre-recorded videos. For the video uploading schedule, please refer to timetable for more details.

Course Materials

1. On the date of course commencement, students are required to present the original official e-receipt and Hong Kong Identify Card. The original official e-receipt is the proof of purchase of Kaplan Financial courses/products and is required to be shown during material collection.
2. In the case when a third party is involved in collecting students' materials, the original official e-receipt and a signed authorization letter (with student's name, the third party's name and his/her passport/HKID number) must be presented.
3. Each student is only allowed to collect one set of hardcopy materials. No extra copies will be available for loan.
4. No lecture notes will be uploaded to eLearning platform.
5. All course materials must be collected in person within the same examination diet.
6. For the notes collection arrangement collection of modules delivered by online mode, it will be announced by email and relevant page in the eLearning platform before the first lesson of M12.

Effective Business Communication Workshop

1. The Effective Business Communication Workshop will be delivered by face-to-face mode.
2. Course details (such as confirmed dates) will be emailed to students approximately 3 working days prior to course commencement.
3. Due to privacy problem, no recording catch-up service will be provided for this course.
4. No further discounts (staff discount and corporate discount) can be applied to this course.

Transferal Policy

1. A transferal application must be submitted to Kaplan Financial, along with the original official e-receipt, written request and supporting documentation, at least 14 working days prior to the course commencement. Application after the commencement will not be accepted.
2. Any request for special consideration based upon health conditions will be considered on an individual basis based upon the circumstances, the evidence or supporting documents available and the timing of the request. Personal and business circumstances such as heavy work load, holidays, travels and exam withdrawals will not be considered.
3. Transferal application is only accepted for the same paper within the same examination diet.
4. Each successful application is subject to a non-refundable administrative fee of HK\$300 per course per request.
5. Kaplan Financial reserves the right to make the final decision of the application.

Withdrawal/Refund Policy

1. A course withdrawal application must be submitted to Kaplan Financial, along with the original official e-receipt, written request and original evidence support, at least 14 working days prior to the course commencement. Withdrawal application is not accepted after the course commencement or the videos and course notes in eLearning platform had been accessed.
2. Each successful application is subject to a non-refundable administrative fee of HK\$300 per course per request and collected course materials will be charged at a fee of HK\$400 per course.
3. Refund can be in the form of:
 - a) Credit Note: with the total amount of the course (exclude study materials and administrative fees) with 1-year validity will be issued. It is non-refundable and non-transferable; issued credit note can only be used on Accountancy products of Kaplan Financial; the amount on the credit note can only be used once and against the course fee by the set expiry date. If there will be an increase in course fee, students are required to settle the differences; OR
 - b) Cheque Refund: 50% course fees (exclude the study materials and administrative fees) will be refunded. Refund will be done by the issue of cheque and student will be notified for the date of collection.
4. Refund will be payable within six (6) weeks from the date upon which Kaplan Financial was advised of the withdrawal. Kaplan Financial reserves the right to make the final decision of the application.
5. You accept that once a cancellation request has been received, your access to any online materials held on our learning platform will be revoked.

Social Media Gift Redemption

1. The gift will only be offered upon Kaplan Accountancy students like and share our Facebook fans page (www.facebook.com/hkffa/) or follow our Instagram (www.instagram.com/kaplanhk_kffa/), and present it in person to our Customer Service Team at Kaplan Centre during enrolment.
2. All gifts cannot be returned, transferred, resold, or exchanged for cash.
3. All gifts are limited in quantity and are subject to a first-come-first-serve basis while stocks last.

Big Four, Grant Thornton, Moore HK and RSM HK Discount (Corporate Discount)

1. Big Four, Grant Thornton, Moore HK and RSM HK staffs are eligible to enjoy extra 5% discount in ALL Kaplan Capstone course on top of the early bird discount.
2. Students must submit their staff card copy to enjoy this discount.
3. It cannot be used in conjunction with staff discount and online exclusive offer (except early bird discount).
4. It is not applicable for the Capstone Bootcamp Workshop.
5. Discount must be used when the enrolment is made. It will not be offered afterwards.

Personal Data Protection

1. Your personal data is collected and used by us for processing your application of admission, and for registration, administrative, verification, research, statistical and direct marketing purpose. We may also collect personal information to satisfy legal, government and statutory obligations. Provision of personal data is necessary, and without your personal data, we may not be able to provide you with services you require. We may share and transfer your personal data with other members of the Kaplan group and/or authorized third parties providing services to us in relation to the above purposes and/or other prescribed purposes as allowed by law from time to time. In all such circumstances, data will be treated in strict confidence.
2. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have rights to request access to, and to request correction of, his or her personal data. Applicants wishing to amend his or her data should fill out the prescribed form, and submit it to Kaplan. Applicants may opt-out from receiving our direct marketing materials at any time.
3. If you do not wish to receive our offers and updates, please tick the below box(es).
 - Unsubscribe from all Kaplan Financial emails
 - Unsubscribe from non-Accountancy emails only

Notes to Visa Holder Applicants

1. Holders of valid working visas or dependency visas are welcomed to consult Kaplan for admissions. If the existing visa does not indicate your eligibility for staying and / or studying in Hong Kong, please further consult the Immigration Department of the HKSAR Government. (website: <http://www.imm.gov.hk>; telephone: (852) 2824 6111). The Immigration Department is fully empowered for the processing of visa application and the approval for the applicants' eligibility for staying and / or studying in Hong Kong. Kaplan's acceptance of your application for the programmes does not warrant for successful visa approval from the Immigration Office. Visa holder applicants and students should be careful of their full compliance with the relevant immigration laws and ordinances during their staying and studying in Hong Kong.

Other information

1. These Terms and Conditions set out your entire agreement with Kaplan Financial for the particular course and supersede all previous agreements or understandings made (verbally or in writing) in relation to the course.
2. By accepting to participate on a programme of study with Kaplan Hong Kong you are agreeing to abide by the Kaplan Code of Conduct as published and available at <http://www.kaplan.com.hk/code-of-conduct.php>
3. Terms and Conditions are subject to change without notice. Please review the full and most updated version from our website <https://www.kaplan.com.hk/> periodically. All matters and disputes will be subject to the final decision of Kaplan.

* The above Terms & Conditions (T&Cs) are subject to change.
Please refer to <https://www.kaplan.com.hk/page/kfa-terms-conditions> or scan the QR code for obtaining the latest version of T&Cs.



The Capstone

Exam Preparation Programme Jun 2024

Timetable

Capstone Study Strategies Session

Lecturer: Taky Lo (Cantonese)

Delivery Mode	Session	Date	Day	Time	Recap Video in E-learning Platform
Classroom	1	12-Mar-24	Tue	7pm-10pm	Nil

Capstone M12 Class 1

Lecturer: Mark Baines (English)

Delivery Mode	Session	Date	Day	Time	Recap Video in E-learning Platform
Classroom	1	27-Mar-24	Wed	7pm-10pm	Nil
	2	29-Mar-24	Fri	10am-1pm	√
	3	29-Mar-24	Fri	2pm-5pm	√
	4	5-Apr-24	Fri	7pm-10pm	√
	5	10-Apr-24	Wed	7pm-10pm	Nil
	6	12-Apr-24	Fri	7pm-10pm	√
	7	17-Apr-24	Wed	7pm-10pm	√
	8	19-Apr-24	Fri	7pm-10pm	√
	9	24-Apr-24	Wed	7pm-10pm	√
	10	26-Apr-24	Fri	7pm-10pm	Nil

Capstone M12 Class 2

Lecturer: Patrick Lui (Cantonese)

Delivery Mode	Session	Date	Day	Time	Recap Video in E-learning Platform
Classroom	1	26-Mar-24	Tue	7pm-10pm	Nil
	2	27-Mar-24	Wed	7pm-10pm	√
	3	4-Apr-24	Thu	10am-1pm	√
	4	4-Apr-24	Thu	2pm-5pm	√
	5	9-Apr-24	Tue	7pm-10pm	Nil
	6	11-Apr-24	Thu	7pm-10pm	√
	7	16-Apr-24	Tue	7pm-10pm	√
	8	23-Apr-24	Tue	7pm-10pm	√
	9	25-Apr-24	Thu	7pm-10pm	√
	10	30-Apr-24	Tue	7pm-10pm	Nil

Capstone M10/M11/M13/M14

Delivery Mode	Expected Video Upload Date*	Module	Lecturer	Teaching Hours	Recap Video in E-learning Platform
Pre-recorded Video	End Mar	M13	Taky Lo	10 Hour	√
		M10	Patrick Lui	3 Hours	√
	Early Apr	M11	Fanny Choi	6 Hours	√
		M14	Angela Nip	3 Hours	√
	Mid Apr	M11	Fanny Choi	9 Hours	√
		M14	Angela Nip	6 Hours	√

*Students will be informed once the video has been uploaded in eLearning platform.

Note:

1. For the classroom session, only the sessions with '√' will be available in eLearning platform 3 working days after the session ended. Recap video of remaining sessions will not be available in elearning platform and students can recap all videos in our campus 3 working days after the session ended. Please send email to HKCAPSTONE@kaplan.com to reserve a seat for media lab video recap.

2. This schedule may be subject to change but we will endeavour to keep the final schedule as close as possible to what appears here.

Kaplan Financial (HK) Limited

G/F to 3/F, E-tech Centre, 402-406 Hennessy Road,
Wanchai (Causeway Bay MTR Exit A)

Opening Hours Mon-Fri 11:00am-8:00pm ; Sat 9:00am-6:00pm (Closed on Sunday and Public Holidays)

Tel: (852) 2526 3686
Fax: (852) 2501 0589
Whatsapp: (852) 5628 8939

www.kaplan.com.hk/kfa
Email: HKCAPSTONE@kaplan.com