# Capstone Enrollment Form Dec 2026

Tired of filling up forms? Please visit our **online store**.

| | Capstone (59 hours Online) | M14 Only (12 hours Online) |
|---|---|---|
| Enroll on or before 18 Sep 2026 | ☐ HK$6,800 | ☐ HK$2,250 |
| Enroll on or before 16 Oct 2026 | ☐ HK$7,200 | ☐ HK$2,400 |
| Normal Price | ☐ HK$7,700 | ☐ HK$2,800 |
| Language | ☐ Catonese ☐ English | |

**How to enroll?**

**Step 1:**
Complete the enrolment form, read through the terms and conditions, and sign.

**Step 2:**
Submit the form:
(a) Send to admin@arrowtraining.com.hk or;
(b) Send to Whatsapp: +852 6726 6166

**Step 3a:**
If pay by FPS, please sumbit the payment proof together with the form.

**Step 3b:**
If pay by credit card, we will send you a payment link which accepts Visa / Master / American Express / Union Pay.

**Step 4:**
Official receipt will be issued by email after full payment received. Login details will be emailed to you within 2 working days upon payment settled.

Mock Marking ☐ HK$200

Notes in soft copies will be uploaded.
Printing & delivery fees per enrolment form ☐ HK$300

Discounts

Pay by FPS ☐ - HK$200

Coupon Code _____

Total payable : HK$ _____

**Remarks:**

1. All videos are available for watching for unlimited times until exam dates.
2. Videos will be uploaded according to the schedule.

## Personal Information (*Must complete)

| | |
|---|---|
| *(Mr / Ms) Name: (last name) | (first name) |
| HKID Number: __ __ __ __ XXX(X) | |
| *Email: | *Mobile: |
| Postal Address / SF Locker / SF shop for Notes Delivery: | |

## Method of Payment

| | |
|---|---|
| ☐ Visa / Master / American Express / UnionPay (Please sumbit the form first, and we will send you a payment link) | ☐ FPS: +852 6726 6166 (Please sumbit this form with payment proof) |

Declarations:
Information provided in this form is accurate and Arrow has no responsibility on any law violation caused due to information inaccuracy.

I wish to receive Arrow information by email in the future. ☐ Unsubscribe from all Arrow emails.

Date: _____

Signature: _____
(By signing this enrolment form, I fully understand and agree with Terms and Conditions stated on P.3)

Arrow Professional Training Limited
Website: www.arrowtraining.com.hk
Tel / Whatsapp: +852 6726 6166
Email: admin@arrowtraining.com.hk

# Capstone Timetable Dec 2026

| Capstone (59 hours) | | |
|---|---|---|
| | | **Video Upload Date** |
| **Introduction, Exam Technique, Study Strategy**<br>(Ted Chan) | 3 hours | 28 Sep 2026 Mon |
| **M11 Finaical Reporting**<br>(Ted Chan) | 9 hours | Half on 12 Oct 2026 Mon<br>Half on 26 Oct 2026 Mon |
| **M12 Business Finance**<br>(Ted Chan) | 24 hours | 6 Hours on 5 Oct 2026 Mon<br>6 Hours on 19 Oct 2026<br>6 Hours on 2 Nov 2026 Mon<br>6 Hours on 16 Nov 2026 |
| **M13 Business Assurance**<br>(Kattie Kwok) | 9 hours | Half on 12 Oct 2026 Mon<br>Half on 26 Oct 2026 Mon |
| **M14 Taxation**<br>(Angela Nip) | 12 hours | Half on 5 Oct 2026 Mon<br>Half on 19 Oct 2026 Mon |
| **Mock Attempt in Arrow's website** | 4 hours | Available on 16 Nov 2026 Mon.<br>Students can attempt thereafter |
| **Mock Review**<br>(All Lecturers) | 2 hours | 23 Nov 2026 Mon |

| M14 Only (12 hours) | | |
|---|---|---|
| | | **Video Upload Date** |
| **M14 Taxation**<br>(Angela Nip) | 12 hours | Half on 5 Oct 2026 Mon<br>Half on 19 Oct 2026 Mon |

Arrow Professional Training Limited
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**Enrolment Policy**

1. Only students who have fully paid tuition fee and their payment received by Arrow Professional Training Limited (Arrow) can be regarded as a successful enrolment. Enrolment is also subject to availability.
2. All discount provided cannot be redeemed by cash and all matters and disputes will be subject to the final decision of Arrow.
3. Arrow reserves the right to cancel a course due to unexpected situation and refund amount will be made upon the outstanding sessions. Also, changes on lecturers, schedules and any other course details will be made if needed. If these changes happen after the course commencement, Arrow will send email to notify students and try to keep the arrangement as closed as the original version. Under such circumstances, fees paid are non-refundable and non-transferable and no compensation will be provided by Arrow.

**Identification Policy**

1. Students' names, phone number, and IP address will be shown in the videos as a watermark.
2. Students need to log in with sms code sent to their mobile phones.

**Learning Materials**

1. Students should not disclose and share learning materials to the third party by printed, digital or any other format, and the learning materials is only for students' personal use. All learning materials prepared are under Arrow's copyright and protected by Hong Kong copyright laws.
2. Resale of Arrow learning materials(in any formats) is prohibited. Arrow reserves the rights to pursue legal action if necessary.
3. Video / audio recordings and distribution of them are prohibited. Arrow reserves the rights to pursue legal action if necessary.
4. Any sharing of elearning login details or suspicious logins on the elearning platform are found will lead to immediate suspension of service. Arrow reserves the rights to pursue legal action if necessary.
5. Students might not be able to access eLearning platform in mainland China due to the Great Firewall. Arrow is not liable for connection failure to eLearning platform in such situation.
6. Students are only granted access to the learning materials, including videos and notes in current diet. The account will be deleted permanently on the exam dates in current diet.
7. The marked paper will be returned to students who have purchased marking service in 3 working days after Arrow received the paper.
8. It is the student's responsibility to pick up printed notes within a reasonable time. In case of return to Arrow, he / she needs to pay for extra delivery fees.

**System Requirement of eLearning Platform**

1. Arrow's videos can be played on numerous devices and systems. It is the student's responsibility to make sure his / her device is capable of playing Arrow's videos. Arrow would not refund if the student's device / system is not up to the latest version.

**Certificate of completion**

1. Students can obtain a certificate of completion on the elearning platform by doing below: (a) continuously spend 80% content hour on each session; (b) press "Mark complete" button at the bottom on each session page after that; (c) a certificate will be auto-generated and available for downloading after you have finished all sessions and marked all sessions completed.
2. Students should keep a record of the certificate for their own usage once the certificate is available for downloading. All account data will be permanently deleted after the exam dates in current diet. Re-issue of certificate will not be available after data clearance.

**Refund Policy**

1. Once enrolled, fees are non-refundable and non-transferable unless Arrow cannot conduct the courses as scheduled (for example because of sickness of lecturers), and the refund amount will be based on uncompleted sessions.
2. If HKICPA cancels the exams, students are entitled to proportional refunds. The amount will be based on uncompleted sessions on the day of cancellation. However, refund does not apply to the following situations: (a) HKICPA postpones the exams or (b) students voluntarily postpone/ cancel their attempt of QP exams.

**Arrow's Service**

1. The course cannot cover the whole syllabus, but the lecturers will cover as much as possible.
2. One to One Consultation over the Phone: Reservation is required and on a first-come-first-served basis. Any comment / advice / suggestion provide by Arrow are only based on their own knowledge and for reference only, Arrow has no responsibility on any actions taken by students due to the consultation.
3. Only paid students can make request on Arrow's services.

**Personal Data Protection**

1. Students' personal data will be used to proceed their application of admission, and for Arrow's direct marketing, internal analysis and verification. Without your personal data, Arrow may not be able to provide students with services they require. Also, Arrow may share students' personal data with third party providers if it is a must for them to perform their services to Arrow. It is students' responsibilities to provide the most up-to-date personal information, they have the right to access and correct their personal data. Students can request to opt out from Arrow's marketing mailing lists at any time. In all circumstances, data will be treated in strict confidence.

**Other information**

1. Students agree on Arrow's terms, conditions and personal data protection policy. All terms, conditions and personal data protection policy are subject to change without notice. Please contact Arrow for the most updated version or they could find it on Arrow websites www.arrowtraining.com.hk or www.arrowelearning.com.hk. All matters and disputes will be subject to the final decision of Arrow.

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