



Cayman Islands
Institute of
Professional
Accountants

CIIPA.KY

APPLYING FOR STUDENT MEMBERSHIP

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STUDENT MEMBERSHIP CRITERIA

CIIPA is not currently an accounting education program provider but you can register as a student member if you are undertaking a recognised course of accounting study, are Caymanian or a Permanent Resident in the Cayman Islands and of good character.

RECOGNISED COURSES OF STUDY

- A professional accounting qualification program with a CIIPA Approved Overseas Professional Accountancy Institute (for list of Approved OPAs see Helpsheet - Applying for Regular Membership)
- Cayman accountancy Degree programs (University College of Cayman Islands and International College of the Cayman Islands)

Please get in touch if you are enrolled on other accredited university accounting degree programmes, as CIIPA may recognise it for the purpose of your registration.

LEGAL STATUS

If you are either Caymanian, or a Permanent Resident enrolled on an approved course of study, then you are eligible to register as a student. For details as to what evidence you need to send to us, see Submitting an Application.

GOOD CHARACTER

You can submit a letter from a previous or current employer, a course tutor or other professional person, confirming your good character.

SUBMITTING AN APPLICATION

- Apply online at www.ciipa.ky
 - Go to "How to Join"
 - Select "Member Application"
 - Select "Student Membership"
1. Once your application is completed you will receive an email requesting:
 - a) A letter from your course provider to confirm enrolment

The screenshot shows the CIIPA website's 'ONLINE MEMBERSHIP APPLICATION' page. The page has a blue header with the CIIPA logo and navigation links: ABOUT, MEMBERSHIP, COMMUNITY, NEWS & EVENTS, RESOURCES, CONTACT. Below the header is a sub-navigation bar with links: MEMBERSHIP TYPES, HOW TO JOIN, RENEWAL, MEMBER RESPONSIBILITIES, MEMBER BENEFITS. The main content area is titled 'ONLINE MEMBERSHIP APPLICATION' and includes a search bar, social media icons for Facebook, LinkedIn, and YouTube, and a user profile for Lisa Bowyer. The 'Membership level' section is highlighted with a red asterisk and contains three options: Associate Membership - CI\$150.00 (KYD), Regular Membership - CI\$150.00 (KYD), and Student Membership - Free. Each option includes details about the subscription period and recurring payments. A 'Next' button is visible at the bottom of the membership level section. The footer includes the IFAC logo, navigation links, and contact information: +1 (345) 749 2360 and admin@ciipa.ky.

- b) Evidence of your legal status if you are a Caymanian but have not registered on the Electoral Roll or you are a Permanent Resident.
 - i) If you are Caymanian there is no need to submit evidence unless you have not registered on the electoral roll. In that case send a copy of your status grant or a copy of your birth certificate and those of your parents.
 - ii) If you are a Permanent Resident send a copy of your Residency and Employment Rights Certificate or other letter or document confirming the grant of the Immigration Boards and the latest receipt for payment of the PR fee.

WHAT HAPPENS NEXT?

- 2. If all of your documentation is acceptable, and you meet the criteria, then you can expect a confirmation of registration by email typically within four weeks.

RENEWAL OF STUDENT MEMBERSHIP

- 3. Annually you are required to renew your membership.
- 4. Towards the end of the calendar year you will receive a notification from CIIPA inviting you to renew.
- 5. There is no need to send Proof of legal status unless there has been a change since your application or last renewal.
- 6. We will seek confirmation that you remain in good standing with your course of study provider.

FREQUENTLY ASKED QUESTIONS

Q: I've recently completed my BA in Accounting and I will be pursuing the CPA/ACCA exam, as such, I have been advised by my manager to register with CIIPA; what level should I register as?

A: You will be eligible to register as a Student Member. Once you have attained your qualifications as a CPA, or have been accepted as a member of ACCA, or any other Approved Overseas Professional Accountancy Institute, you will be eligible to join as a Regular Member. For more details, see the Helpsheet – Applying for Membership.

Q: Do I have to provide information with respect to the course/classes I'm taking?

A: We will need information about the course and confirmation from the provider of your enrolment, but there is no need for you to send your selected modules each year.