



***2011 Fall
Professional Development
Opportunities***



Dear ICAPEI Member:

If you think that your colleagues/clients/employees would benefit from any of the courses offered, please distribute this document to them. Where space permits, courses are open to the general public.

The Institute is offering several learning opportunities with the FALL Professional Development courses. There are **two different packages** offered which include:

Professional Development Courses - November 17 - January 20, 2012

- members can register for each individual course, or purchase a PASSPORT to allow for cost saving

E Learning Courses - courses beginning October 17, 2011 OR January 16, 2012

- members can take advantage of courses on line. There are cost savings if you have purchased a Passport for the Professional Development courses

Under the new CPE requirements effective January 1, 2008 all members **must**

- complete a minimum of 120 hours of CPE over a three-year cycle, including at least 60 hours of verifiable study;
- complete at least 20 hours of study annually;
- choose learning opportunities that provide for the development of new or existing competencies that are relevant to the individual member's overall professional responsibilities and growth.

Some examples of **verifiable study** might include:

- courses, conferences, seminars and in-house training;
- formal study, professional re-examination/testing;
- reading/research leading to presentations, reports and articles or for a specific application in a professional role;
- formal study and/or self-study leading to an examination or attainment of a designation, diploma or degree;
- participation on committees or boards that contributes to professional growth;
- publication of articles, papers or books;
- relevant teaching and speaking.

Examples of **unverifiable study** include:

- on-the-job training
- self-study that does not involve an examination or other objective certification of completion;
- reading of professional journals or magazines that is not part of research for a specific application in a professional role.

If you have any questions or concerns please contact me at (902) 894-4290 or email amferris@icapei.com.

Albert M. Ferris, FCA
Executive Director

REGISTRATION INFORMATION

REGISTRATION WAIVERS

Members who have qualified for full or partial waiver of their 2011/12 membership fees will be entitled to register for **PD COURSES** for an administrative fee of \$60 (plus GST) (where numbers permit). These members are also welcome to register for E-Learning courses for a discount - information provided in details of E-Learning courses.

COURSE CANCELLATIONS

No refunds for cancellations will be made after **registration dead line for course offering**. No substitutions are allowed except as provided with a passport. The Institute must be advised of the change at least 2 days prior to the course date. ICAPEI reserves the right to cancel courses with insufficient enrolments. If a course is cancelled registrants will be notified by email or fax and a full refund will be made.

LUNCHES

Lunches will be provided with full day courses.

COURSE MATERIALS

All course material will be distributed at the course site (to the registered participants only), unless otherwise stated in the course description.

TIMES

Please refer to course description for times.

CREDIT HOURS

A half day course is 4 credit hours.

A full day course is 8 credit hours.

E Learning Courses are 14 credit hours each.

PASSPORTS

For PD Courses - it also provides for discount on the E Learning Courses

A Passport is available for the **PD Courses** from November 17 - January 20, 2012

Individual Passport - \$750.00	This will allow for 20 credit hours of courses AND a discount on cost of the E Learning Courses
Firm Passport - \$800.00	This will allow for 20 credit hours of courses The passport can be shared between two person in the same firm AND a discount on cost of the E Learning Courses

CONFIRMATIONS

Confirmation on course acceptance will be forwarded to you by fax or email. If you have not heard from the Institute confirming your participation in a course two days prior to the seminar date, please contact the Institute.

Please note: Confirmation is provided as a courtesy. It is not an integral part of the registration process. All assessments apply whether or not a registrant receives a confirmation notice.

TO REGISTER

To register, complete and return the registration form together with a cheque for the course to the Institute of Chartered Accountants of Prince Edward Island (ICAPEI). **This should reach the Institute office by business closing October 17, 2011.** ALL REGISTRATIONS MUST BE ACCOMPANIED WITH THE REGISTRATION FEE.

E Learning Course registration must be received by October 17, 2011.

**Institute of Chartered Accountants of Prince Edward Island
Index of Course Offerings
Fall 2011**

PROFESSIONAL DEVELOPMENT COURSES

	Course Title	PD Hours	Instructor	Date
PD1	Everyday Income Tax Issues for the General Practitioner	8	Blair Corkum, CA	November 17, 2011
PD2	Income Tax Update - Personal	8	Blair Corkum, CA	November 24, 2011
PD3	Internal Control For CEO/CFO Certification	4	Ryan Pineau, CA	January 20, 2012
PD4	Provincial Law	4	Scott MacKenzie, QC	November 28, 2011
PD5	The CAS Audit of Simple Entities	8		
PD6	Accounting Update for Members in Industry	4	Ryan Pineau, CA	January 19, 2012
PD7	Accounting and Auditing Update for Practitioners	8	Ryan Pineau, CA	January 19, 2012
PD8	IFRS Update - 2011	4	Cheryl Maguire, CA	January 5, 2012
PD9	Tax Planning for Private Enterprises on Business Succession	8	Paul Deighan, CA	January 18, 2012
PD10	ASPE: A Survey of the Standards	16	Dominique O'Connell, CA	January 12/13, 2012

Note: Courses taken in January, 2012 can be used toward 2011 PD verification OR 2012 PD Verification (your choice).

E-LEARNING: INTERACTIVE ON-LINE SEMINARS

Course #	Course Title	Course Date	PD Hours
E1	Income Tax Refresher for Corporate Tax Planning (Introductory)	Oct 17 - Dec 31, 2011 OR Jan 16 - Mar 12, 2012	14
E3	Income Tax Refresher for Personal Tax Planning (Introductory)	Oct 17- Dec 31, 2011 OR Jan 16 - Mar 12, 2010	14

E Learning - Interactive On-Line Seminars

Passport Discount

ICAPEI is pleased to offer the following two-day seminars converted into two-month interactive on-line modules. This is a convenient, economical and interactive seminar delivery and is a perfect alternative for those having difficulty attending our courses, or want to experience a new and innovative way of learning.

Learning outcome:

Prior to the session commencement, you will be given password access to the online courseware via e-mail. Within this courseware, you will find instructions on how to work through the session, all necessary seminar materials, as well as a range of interactive learning activities designed to make studying on the Internet a rich and relevant experience. You will also benefit from:

- immediate access to relevant articles and information sites
- the opportunity to share ideas with or pose questions to other participants and a session facilitator
- an index feature that allows for direct access to specific topic area within the session
- case study discussions
- current on-line updates as they happen
- access to an expert and access to technical support

Each session will be offered in module format. Access to the expert (instructor) online will be available over eight weeks.

How to get Started with the Interactive On-line Seminars:

1. Ensure you have access to a computer (Meeting the minimum basic requirements), the internet, and possess basic computer skills
2. Submit registration form with payment. Ensure that you provide an email address.
3. "Getting Started" instructions will be emailed to you along with the link to the seminar website and your Login ID and Password.
4. Simply clicking the link and then supplying your ID and Password when prompted will enable you to access the course site.

Computer Requirements

Computer/Processor

- Pentium II 75 MHz
- 64 MG RAM
- 500 MB free space on hard drive

Internet Abilities

- 56k Modem
- Internet Explorer 6.0, Netscape 4.76, 6.2.1, 6.2.2, and 6.2.3

Software

- Windows 2000 or higher
- Microsoft Word 97
- Microsoft Excel 97
- Current Macromedia Flash plugin
- Virus Scanner
- Firewall (if you are connected to a high speed 'always-on' connection such as a cable modem or ADSL line)

Peripherals

- Sound card and Speakers

Deadline to Register: Registration must be RECEIVED by October 17, 2011

Professional Development Courses

Passport Discount

E1 - Income Tax Refresher for Corporate Tax Planning

Level: Introductory

This seminar provides an excellent overview and general refresher on corporate income tax matters. The primary target audience for this seminar is CA's who do not work with the Income Tax Act regularly, but who wish to refresh their knowledge on the status of current tax topics. The seminar emphasizes matters of interest to owner-managers and small business in a public practice context. Case studies are used to illustrate some of the tax concepts.

Course Date: October 17 - December 31, 2011 OR
January 16 - March 12, 2012

PD Hours: 14 credit hours

Course Fee: \$440.00 OR PD Passport Holder \$340.00
Member with Waiver \$170.00

E3 - Income Tax Refresher for Personal Tax Planning

Level: Introductory

This seminar provides an excellent overview and general refresher on personal income tax matters. The primary target audience is CA's who do not work with the Income Tax Act regularly, but who wish to refresh their knowledge on the status of current tax topics. The seminar emphasizes matters of interest to owner/managers and small business in a public practice context. Case studies are used to illustrate some of the tax concepts.

Course Date: October 17 - December 31, 2011 OR
January 16 - March 12, 2012

PD Hours: 14 credit hours

Course Fee: \$440.00 OR PD Passport Holder \$340.00
Member with Waiver \$170.00

Registration Information for E Learning Interactive On-Line Seminars

Seminar Cost - \$440.00 per course or \$340 for Passport Holder
Member with Waiver \$170.00

Registrations (form and payment) are to be forwarded to:

PEI Institute of Chartered Accountants
PO Box 301 Charlottetown, PEI C1A 7K7
email: learand@capei.com Fax: 894-4791

PD1 - Everyday Income Tax Issues for the General Practitioner

Overview

This course deals with “everyday income tax issues” for the General Practitioner. In other words, it is about the types of income tax issues that practitioners encounter on a regular basis. It does not approach subjects as specialized topics or address technical aspects of the Income Tax Act. It does approach subjects as practical issues, problems, solutions and opportunities.

The ideal course participant is one who is in public practice and works with small and medium sized businesses that are owner managed.

The Course Modules and issues contained therein were chosen with the “ideal course participant” in mind.

The underlying theme in all of the Modules, in one word, is - practical. Some of these issues deal with situations caused by actions or inaction of clients which can be prevented by planning with clients, training clients and advising clients of the potential problems and related costs. Other issues deal with planning opportunities, avoiding unintended results, minimizing Canada Revenue Agency reassessments and identifying common traps. Solutions, alternatives and mitigating suggestions are offered throughout the course.

Seminar leader: Blair Corkum, CA
Corkum & Arsenault Chartered Accountants

Course Date: November 17, 2011

Course Time: 9:00 a.m. to 4:00 p.m.

PD Hours: 8 credit hours

Course Fee: \$375.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD2 - Income Tax Update

Overview

This course provides a detail summary of tax law changes in the past year. It examines current changes and relevant issues in taxation that affect individuals and most businesses in the private sectors. Learn how the current levels of personal and corporate tax rates affect and possibly change accepted tax planning techniques. A review of the current integration of personal and corporate tax rates is provided.

The proposals from the Federal Budget, as well as other sources of information from the Department of Finance and the CRA, including news releases, draft legislation, CRA technical interpretations and tax cases are discussed together with other particular subjects of current relevance and interest.

Who Will Benefit:

CAs who need current information to advise clients, deal with the CRA, and expand their knowledge on timely taxation issues.

Learning Outcomes:

- You learn to deal with the day-to-day issues and to identify areas that may require further investigation
- After completing this course, you are able to provide current tax advice and prepare federal personal and corporate income tax returns with knowledge of recent development.

Topics Include:

- Tax rate changes/integration
- Federal Budget
- Information from CRA and Dept. of Finance
- Tax cases
- CRA technical interpretations
- Provincial Update

Seminar leader: Blair Corkum, CA
Corkum & Arsenault Chartered Accountants

Course Date: November 24, 2011

Course Time: 9:00 a.m. to 4:00 p.m.

PD Credit Hours: 8 hours

Course Fee: \$375.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD3 - Internal Control for CEO/CFO Certification

Overview

Participants will learn:

The relationship between risk and control

What are “relevant” internal controls over financial reporting

How to apply the “Top Down Risk Based” approach to:

Pervasive (entity level) controls; and,

Transactional controls.

Anti-fraud controls

How to update control documentation in subsequent years

To identifying key internal controls

How to design an effective test of control (entity level, transactional controls) and determining the appropriate sample size

How to identify and report on significant deficiencies and material weaknesses in internal control

Seminar leader: Ryan Pineau, CA

MacPherson, Roche Smith & Associates

Course Date: January 20, 2012

Course Time: 9:00 a.m. to 12:00 noon

PD Hours: 4 credit hours

Course Fee: \$225.00 OR Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD4 - Provincial Law

This course is designed to provide information about selected P.E.I. legislation, which is of relevance to CAs in carrying out their professional responsibilities. This course is mandatory for all CA students seeking admission to the P.E.I. Institute.

Seminar leader: Scott MacKenzie, QC

Stewart McKelvey

Course Date: November 28, 2011

Course Time: 9:00 a.m. to 12:00 noon

PD Credit Hours: 4 hours

Course Fee: \$225.00

Course Location: ICAPEI Office - 56 Water Street

PD5 - The CAS Audit of Simple Entities

Overview

Canadian Auditing Standards (CASs) state that the objectives and requirements of an audit are exactly the same for both large and small entities. This course provides practical guidance on how the CAS requirement can be applied proportionally to the audit of very small entities and how to prepare audit documentation that complies with the CASs in a cost-effective manner.

Who Will Benefit:

Anyone in public practice who has a solid understanding of CAS requirements.

Learning Outcomes:

- Participants are provided with a practical approach to planning, performing and documenting the micro entity audit.
- A case study using a micro not-for-profit organization (NFPO) is used to reinforce the learning.

Topics include:

- The characteristics and challenges of a micro audit
- Important pre-requisites for performing an audit
- What CASs can safely be ignored
- What is an effective audit process of micro audits
- Is planning worthwhile on a micro audit
- Importance of risk assessment procedures
- How should the risk of fraud be addressed
- Why bother with internal control
- Determining the nature and extend of audit procedures
- How to document audit results in compliance with the CASs

Seminar leader: Dennis Carver, CA
Grant Thornton

Course Date: November 22, 2011

Course Time: 9:00 a.m. to 4:00 p.m.

PD Credit Hours: 8 hours

Course Fee: \$375.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD6 - Accounting Update for Members in Industry

Overview

This course is designed to review the direction of accounting standards in Canada, the recent revisions to the *CICA Handbook*, specifically *Accounting - Part II (ASPE)*, *Accounting Standards for Not-for-Profits (Part III)*, and *Assurance - Part I*, and other sources. It provides specific examples of the implementation of the new recommendations and practice guidance on other matters that are current relevant to the participants.

Who Will Benefit:

This course provides an overview of the current developments in accounting and assurance standards. It is best suited to members who practice public accounting, serving small and medium sized businesses.

Learning Outcomes:

- Awareness of recent CICA pronouncements in accounting and assurance
- Ability to identify the potential impact of clients on the recent CICA pronouncements
- Ability to apply recent CICA pronouncements in some situations

Topics include:

- Introduction and overview of new standards
- Review of matters discussed by the Private Enterprise Advisory Committee
- Review of transition guidance of ASPE

Seminar leader: Ryan Pineau, CA
MacPherson Roche Smith & Associates

Course Date:

Course Time: 9:00 a.m. to 12:00 noon

PD Credit Hours: 4 hours

Course Fee: \$225.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD7 - Accounting and Auditing Update for Practitioners

Overview

This course is designed to review the direction of accounting standards in Canada, the recent revisions to the *CICA Handbook*, specifically *Accounting - Part II (ASPE)*, *Accounting Standards for Not-for-Profits (Part III)*, and *Assurance - Part I*, and other sources. It provides specific examples of the implementation of the new recommendations and practice guidance on other matters that are current relevant to the participants.

Who Will Benefit:

This course provides an overview of the current developments in accounting and assurance standards. It is best suited to members who practice public accounting, serving small and medium sized businesses.

Learning Outcomes:

- Awareness of recent CICA pronouncements in accounting and assurance
- Ability to identify the potential impact of clients on the recent CICA pronouncements
- Ability to apply recent CICA pronouncements in some situations

Topics include:

- Introduction and overview of new standards
- Review of matters discussed by the Private Enterprise Advisory Committee
- Review of transition guidance of ASPE
- Lessons learned from application of CASs
- Other assurance matters in progress, including review engagements and notice to readers
- Other practice matters including review of practice inspection findings
- Exposure drafts and other projects in process

Seminar leader: Ryan Pineau, CA
MacPherson Roche Smith & Associates

Course Date:

Course Time: 9:00 a.m. to 4:00 p.m.

PD Credit Hours: 8 hours

Course Fee: \$375.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD8 - IFRS - Update 2011

Overview

IFRS standards are changing and it is important to keep abreast of recent developments.

This course provides participants with a review of new and revised IFRSs and an up-to-date snapshot of other projects being considered by IFRS standard setters. The content covers new and revised standards approved from July 2010 to June 2011.

Who Will Benefit:

All professionals who work in financial reporting and related areas of publicly accountable enterprises including: CFO and VP, director and/or senior managers, controller and other financial reporting staff. Auditors and audit committee members will also find this to be a useful course.

Learning Outcomes:

- Provides an up-to-date snapshot of other project and what is happening in IFRS standard setting
- Covers new and revised standards approved

Topics Include:

- Overview of IFRS standards - issued, revised and in progress
- Review of new and revised standards
- Consolidation
- Joint venture
- Fair value measurement
- Financial instruments
- Employee Benefits
- Other
- Review of Exposure Drafts and Other Projects in Progress

Seminar leader: Cheryl Macguire, CA

Course Date: January 5, 2012

Course Time: 9:00 a.m. - 12:00 noon

PD Credit Hours: 4 hours

Course Fee: \$225.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD9 - Tax Planning for Private Enterprises on Business Succession

Overview

Business succession involving closely-held private enterprises can range from an intra-family estate plan to an arm's length transfer of shares. The course focuses on income tax considerations, although key non-tax issues will also be identified.

Who will Benefit: This course is beneficial to the accountant in public practice with clients who are owner-managers of private corporations, as well as in-house professionals of private enterprises.

Learning Outcomes: This course provides accountants with the knowledge and tools necessary to identify, plan and manage business succession considerations for owner-managers of private enterprises. It is designed to be practical, but also discusses pertinent tax issues in some detail. It provides participants with a working knowledge of principal tax and non-tax considerations in formulating and implementing business succession plans along with detailed written materials for future reference. Salient tax considerations are discussed and illustrated by reference to examples. Ancillary planning points are also covered.

Topics include:

- Identifying business succession alternatives
- Principal tax and non-tax considerations
- Estate freezes and wasting estate freezes
- Intra-family succession with large investments by the succeeding generation - post-mortem strategies
- Arm's length succession plans
- Utilization of family trusts to manage risks and enhance benefits
- Alter ego trusts and joint spousal trusts
- Lifetime capital gains exemptions
- Capital gains deferral rules
- *Section 84.2* re-characterization rules
- Divisive reorganizations and *Section 55*
- Pre-sale purifications
- Life insurance to fund taxes on death
- Non-competition payments and related tax issues
- Financing considerations
- Tax checklist
- Case study illustrating alternative tax consequences

Seminar leader: Paul Deighan, CA
Grant Thornton

Course Date: January 18, 2012

Course Time: 9:00 a.m. to 4:00 p.m.

PD Hours: 8 credit hours

Course Fee: \$375.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

PD 10 - ASPE: A Survey of the Standards

Overview

This new two day course is designed for individuals seeking an in-depth, detailed review of ASPE. This material is not a comparison of ASPE to IFRS or GAAP.

Participants will gain a reasonable understanding of the ASPE requirements to improve their technical knowledge of Canadian standards for private enterprises. A clear understanding of ASPE, especially by those who may have been removed from the Handbook in recent years, will allow those individuals to appreciate the shift that has occurred in Canadian accounting standards.

Seminar Outline

All ASPE Handbook sections will be reviewed and discussed. Introductory module briefly discusses the changeover from GAAP to ASPE. Examples and exercises will be used to cover various topics. Sample financial statements, example notes and an appendix showing a comparison of the ASPE Sections with those of previous standards.

Who will benefit:

Canadian standards have been significant change in recent years and many of these changes are within ASPE; accordingly, individuals who have been detached from Canadian standards in recent years may find this course beneficial to regain a strong technical accounting base. Further, with the recent changes for the not-for-profit sector, many participants may find these ASPE standards will be applicable to not-for-profit organizations. However, at this time, the accounting standards for not-for-profit organizations will not be a component of this course.

Seminar leader: Dominique O'Connell, CA
Site Controller, Red Shores Racetrack and Casino

Course Date: January 12, 13, 2012

Course Time: 9:00 a.m. to 4:00 p.m.

PD Credit Hours: 16 hours

Course Fee: \$700.00 OR
Passport - allows for 20 PD hours

Course Location: ICAPEI Office - 56 Water Street

Registration Information for PD Courses

SUMMARY

Seminar Costs

\$225.00 for half day course
\$375.00 for full day course
\$700.00 for two day course
\$60.00 for Member with Waiver
Passport - \$750.00 for 20 PD hours
Passport (Firm) - \$800.00 for 20 PD hours

Registrations (form and payment) are to be forwarded to:
PEI Institute of Chartered Accountants
PO Box 301
Charlottetown, PEI C1A 7K7
email: learand@icapei.com
Fax: 894-4791

Deadline to received registrations:
October 17, 2011

Institute of Chartered Accountants of P.E.I.
2011 Professional Development Courses
Registration Form

Name _____

Employer _____

Email _____ Tele: _____ Fax: _____

Payment Type:

E Learning - Single Seminar - \$440.00

E Learning - Passport Holder - Single Seminar \$340.00

Professional Development Courses - Passport (Individual) \$750.00 - allows 20 hours of PD Courses and discount on E Learning

Professional Development Courses - Passport (Firm) \$800.00 - allows for 20 hours of courses - between two members

Professional Development Courses - 1/2 day course \$225.00

Professional Development Courses - full day course \$375.00 Professional Development Courses - two day course \$700.00

Member with Waiver - \$60.00/course (except E Learning - see course information for details)

Purchase a Passport (if Firm Passport indicate 2nd name on Form)

\$ _____ PD

Course Number AND Name of Course

1. _____ \$ _____

2. _____ \$ _____

3. _____ \$ _____

4. _____ \$ _____

5. _____ \$ _____

6. _____ \$ _____

7. _____ \$ _____

5% GST \$ _____

Total \$ _____

Registration Deadline: October 17, 2011

Email Form to: amferris@icapei.com

Mail Form and Registration Fees to:

The Institute of Chartered Accountants of P.E.I.

PO Box 301, Charlottetown, P.E.I. C1A 7K7

Fax: 902-894-4791

GST Registration No. 127 431 500