



INITIAL PROFESSIONAL DEVELOPMENT (IPD) DECLARATION AND SIGN OFF

WHO SHOULD USE THIS FORM?

ACA students who are following their employers' own accredited IPD scheme (rather than the ICAEW IPD scheme).

This form should only be used if you are unable to access the online declaration at icaew.com/ipd or if your training agreement has expired.

YOUR DETAILS

Name (title/forename/surname)

ACA student no.

Company name

Address of organisation

Postcode/zipcode

IPD DECLARATION

I certify that I have successfully completed my employers' IPD scheme

Name

Signature

Date

DD

MM

YY

After a final review meeting with your employer, please ensure that they sign below to authorise completion of your IPD.

QPRT, PRT or Deputy QPRT name

QPRT, PRT or Deputy QPRT signature

QPRT, PRT or Deputy QPRT number

Date

DD

MM

YY

Please return this form to

ICAEW (STE declarations)

Metropolitan House

321 Avebury Boulevard

Milton Keynes MK9 2FZ UK

Using your personal information

We will treat any personal information collected on this form in accordance with data protection legislation. We will use your information for administration, communication and research. To do this we will share your information with our student and district societies and with organisations that help us administer our training and exams. We may transfer your information outside the European Economic Area (EEA) eg, to one of our offices. These countries may not have similar data protection laws to the EEA. So, if we do transfer your information we will take the necessary steps to ensure that your privacy rights are still protected. For more information about our data protection policy please go to icaew.com/dataprotection