

課程申請表 Programme/Course Application Form

- ◆ 請以原子筆並以正楷填寫申請表。
Please complete this application form in ink and in BLOCK letters.
- ◆ 請將填妥之申請表，連同身份證、所有學歷證明文件及任何有助你申請的資料副本（如適用），交回申請書院。
Please return the completed form to the institute you apply for together with photocopies of your Identity Card, academic credentials and all information relevant to your application (if applicable).
- ◆ 如欲根據過往資歷申請豁免修讀課程內的科目，請聯絡本書院索取「科目免修申請表」。（如適用）
Please contact the institute for the "Application Form for Advanced Standing" if you wish to apply for exemption from a module of a programme based on prior learning. (If applicable)

課程選擇 Selection of Programme/Course

上課模式

Modes of Study:

- 全日制 Full Time 兼讀制 Part-time

課程種類

Programme/Course Categories:

- 高級文憑 Higher Diploma 應用教育文憑 Diploma Applied Education 毅進文憑 Diploma Yi Jin 短期課程 Short Course
- 持續進修課程 CEF Course 文憑/證書 Diploma/Certificate 暑期課程 Summer Course

課程編號 Programme/Course Code	課程名稱 Programme/Course Name	開課日期 Commencement Date	上課地點 Venue	職員專用 For office use only 收據號碼 Receipt No		
				學費 School Fee	報名費 Application Fee	備註 Remark
1						
2						
3						
4						

本書院保留按需要更改原定課程細則：如上課時間、地點、任教導師等的權利。本書院也保留取錄學員與否並取消有關課程的最終權利，學員對此不得有任何異議；如有任何爭議，本書院將有最終決定權。

The Institute reserves the right to make alterations regarding the time, place, instructor and content of courses offered when necessary. The Institute also reserves the right to admit a student or not and to cancel a programme. In any cases, the Institute holds the final decision.

英文姓名*

English Name: _____

中文姓名*

Chinese Name: _____

性別

Sex:

男(M) 女(F)

香港身份證號碼*

HK Identity Card No.: _____ () _____

聯絡電話

Contact Phone No.: _____

地址

Address: _____

電郵地址

Email Address: _____

*須與香港身份證相符 as shown in your HKID card

家長/監護人資料 Particulars of Parent/Guardian

(21 歲以下申請人必須填寫此部 Applicant aged below 21 must complete this section)

家長/監護人英文姓名

Name of Parent/Guardian in English: _____

家長/監護人中文姓名

Name of Parent/Guardian in Chinese: _____

與申請人關係

Relationship to Applicant: _____

聯絡電話

Contact Phone No.: _____

學歷 Academic Qualifications

(只適用於設有入學要求的課程 For programmes that have admission requirements only)

最近就讀之院校

Name of Last Institute Attended: _____

完成級別

Level Completed:

- 中五 Secondary 5
 中六 Secondary 6
 毅進文憑 Diploma Yi Jin
 應用教育文憑 Diploma of Applied Education
 其他(請列明) Others (Please specify): _____

曾參與公開考試

Public Examination Attended:

- 香港中學文憑考試 HKDSE
 中學會考 HKCEE
 就讀年份 Year of Study _____

成績 Results: 中文 Chinese

英文 English

數學 Mathematics

5 科最高成績總分 Total Score of Best 5 Subjects _____

其他資料 Other Information

閣下如何得知本書院課程資料

From what source(s) did you learn of CICE programmes:

- | | | | | |
|---|--|---|---|--|
| <input type="checkbox"/> 報章/雜誌
Newspapers/Magazines | <input type="checkbox"/> 電視
TV | <input type="checkbox"/> 電台
Radio | <input type="checkbox"/> 巴士
Bus Adv. | <input type="checkbox"/> 港鐵/輕鐵
MTR/Light Rail |
| <input type="checkbox"/> 小巴
Min-bus | <input type="checkbox"/> 戶外廣告牌
Billboard | <input type="checkbox"/> 網站/聯網
Website/Internet | <input type="checkbox"/> 社交媒體
Social Media | <input type="checkbox"/> 電郵/電子通訊
Email/e-Newsletter |
| <input type="checkbox"/> 手機廣告
Mobile Adv. | <input type="checkbox"/> 手機短訊
SMS | <input type="checkbox"/> 展覽/宣傳攤位
Exhibition/Promotion Booth | <input type="checkbox"/> 海報/單張
Poster/leaflet | <input type="checkbox"/> 課程總覽
Prospectus |
| <input type="checkbox"/> CICE 教學中心
CICE Education Centre | <input type="checkbox"/> 僱主介紹
Employer | <input type="checkbox"/> 親友/朋友介紹
Friends/Relatives | <input type="checkbox"/> 其他(請註明)
Others (please specify) _____ | |
| <input type="checkbox"/> 培訓機構介紹
Training Institution | <input type="checkbox"/> CICE 網站
CICE Website | <input type="checkbox"/> 政府部門/社福機構介紹
Government Dept./Social Welfare Organizations | | |

聲明 Declaration

■ 個人資料收集聲明 Personal Data Collection Statement

- I 閣下於申請表上所提供之個人資料將供明愛社區書院職員處理報名、註冊入學及學生事務之用。
The personal data provided in this form will be used by Caritas Institute of Community Education (CICE) for purposes related to the processing of application, enrolment and student administration.
- II 本學院亦會使用申請表上所提供之個人資料向閣下發放本服務的資訊，包括即將舉辦之活動、開辦之課程、各項優惠及服務等。只有香港明愛之職員才會處理有關之個人資料，所有個人資料均不會轉交香港明愛以外的第三者使用。
The personal data provided in this form will also be used for delivering information including any events and functions to be held, courses/programmes to be organized, benefit and service offers etc. The personal data will be handled by Caritas - Hong Kong staff only and will not be transferred to other external parties outside the Caritas - Hong Kong.
- III 根據個人資料(私隱)條例，申請人有權要求查閱及更正其個人資料。請申請人以書面提出有關之要求。
Under the provision of the Personal Data (Privacy) Ordinance, applicants have rights to request access to and correction of their personal data. Applicants wishing to amend their personal data should submit written requests to CICE.
- IV 若閣下不希望接收(乙)部所述的資訊，請於以下空格內加上剔號，或在日後透過本服務的網頁選擇停止接收該等資訊。
If you do not wish to receive information as stated in (ii) of this statement, please indicate your objection by ticking the box below. You may unsubscribe from our mailing list through our website at any time.
- 請不要向本人發送明愛社區書院的消息或宣傳資訊
Please do not send me news or marketing information of CICE.

■ 申請人聲明 Applicant's Declaration

- I 本人謹此聲明在申請表內提供的資料均屬正確及完整。
I declare that the information provided in this form is accurate and complete.
- II 本人明白若提供任何虛假或誤導性資料，本人的申請資格及學位將被取消，而一切已繳交之費用概不退還。
I understand that provision of any false or misleading information therein shall lead to disqualification of my application for admission and any resulting enrolment. Any fees paid will not be refunded.
- III 本人如獲取錄入學，本人當遵守明愛社區書院所有適用的守則及規例。
I agree to comply with all the Rules and Regulations for students as stipulated by CICE if my application is successful.
- IV 本人已細閱、明白並同意以上之「個人資料收集聲明」及其他申請須知的內容。
I have noted, understood and agreed to the contents of the Personal Data Collection Statement and other notes for application.
- V. 本人謹此聲明本人符合《簽發保安人員許可證準則》中對年齡、體格及品行的要求(只適用於報讀基礎保安培訓證書)
I declare that I meet the 'Criteria for Issuing a Security Personnel Permit' on Age, Fitness and Good Character (Applicable to applying Certificate in Basic Security Training)

簽署

Signature: _____

日期

Date: _____

(十六歲以下申請人須由家長或合法監護人簽署)
(To be signed by parent/guardian if the applicant's age is below 16)

職員專用 For office use only

核對清單 Checklist.

<input type="checkbox"/>	已填妥及簽署申請表 Completed the application form with signature	<input type="checkbox"/>	香港身份證或護照副本 Copy of HKID card or passport
<input type="checkbox"/>	學歷證明副本 Copies of academic transcripts	<input type="checkbox"/>	推薦信(如適用) Letters of recommendation (if any)

收表職員 Handled by: _____ 日期 Date: _____

現金 Cash 信用卡 VISA 易辦事 EPS 支票 Cheque 貸款 Loan 已交簡覆 Acknowledgement of Receipt