

1. 课程选择 Programme Choices

第一选择课程报名编号  
1<sup>st</sup> Choice Programme Code

第二选择课程报名编号  
2<sup>nd</sup> Choice Programme Code

第三选择课程报名编号  
3<sup>rd</sup> Choice Programme Code

请以英文正楷填写表格及使用涂改液/带修改。  
请选择最多三项课程，递交申请表后，所选报的课程将不可更改。  
书院会先处理你的第一选择课程申请，如未被甄选，便会考虑你所填报的下一个选择课程。  
Please complete in English BLOCK LETTERS and use correction fluid / tape to make amendments.  
Please select a maximum of three programmes and cannot change the programme choices when the application has been submitted.  
When the application for your 1st choice is unsuccessful, we will consider your next choice of programme.

2. 个人资料 Personal Particulars (必须填写 Mandatory Field)

中文姓名  英文姓名   
Name in Chinese Name in English (Surname) (Given Name)

出生日期  日 Day 月 Month 年 Year 往来港澳通行证号码 / 护照号码 (如有)  性别  男 Male  女 Female  
Date of Birth Exit-Entry Permit for Travelling to and from Hong Kong and Macau No./Passport No. Gender

中文地址 (Chinese)   
通讯地址 Correspondence Address 英文地址 (English)

住宅电话  +86 - - 手提电话  +86 - - +852 -   
Home Telephone Mobile Phone

电邮地址  户籍 (省/市)   
E-mail Address Household Registration (Province / City)

代理人姓名 (如有)  代理人联络电话 (如有)  +852 -   
Agent's Name (If any) Agent's Mobile Phone (If any)

代理人所属机构 (如有)  代理人电邮 (如有)   
Agent's Company (If any) Agent's E-mail Address (If any)

3. 特殊需要申请人 Applicant With Special Needs

阁下在学习及/或考试等方面是否需要特别安排? Do you need special arrangement in learning and/or taking the examination?

否 No  是 Yes, 请注明: Please specify: \_\_\_\_\_

4. 全国普通高等学校招生全国统一考试 National Joint College Entrance Examination Results (NCEE)

参加高考地区(省/市)  年份 Year  考生编号   
Region of NCEE Candidate No. (Province / City)

文科 Arts  理科 Science  其他 (请列明) Others (please specify): \_\_\_\_\_

科目 Subjects	语文 Chinese	英语 English	数学 Mathematics	其他科目 (请列明科名称, 如: 化学、生物、历史) Other Subjects (please specify, e.g. Physics, Chemistry, History)				高考总分 Total Scores
分数 Scores								

5. 就学详情 Education Background

修读日期 Date of Attendance		曾修读或现正修读中学/学院/教育机构 School/ College/ Institution Attended/ Attending	省/市 Province/ City	全日/兼读 Full-time/ Part-time	课程名称/学历程度/ 应考之公开试 Programme Title/ Qualification / Public Examination Attained	应考年份 (如适用) Year of Attempt (if applicable)
由(月/年) From (mm/yy)	由(月/年) To (mm/yy)					

6. 海外就学详情 Overseas Education Background

海外公开考试<sup>#</sup>  HKDSE  GCSE/IGCSE  GCE  IAL  SAT  IB  IELTS  TOEFL  
Overseas Public Examination Attempted<sup>#</sup>

Others: \_\_\_\_\_

应考年份 (如适用)  
Year of Attempt (if applicable): \_\_\_\_\_

<sup>#</sup>请在适当方格内加上√号。 Please put a "√" in the appropriate box.

## 申请人注意事项 Notes to Applicants

- 成功申请者只会就此申请获一个课程录取。该课程如因收生人数或其他原因取消，申请者可获退款或安排入读其他课程，惟申请人须符合该课程的最低入学要求及视乎学额而定。
- 港大保良何鸿燊社区书院(下称“书院”)或于课堂及活动时进行拍摄或录像，有关资料将会用作宣传或推广之用。若阁下不欲本学院使用其肖像于书院任何宣传品，请致函「香港铜锣湾礼顿道 66 号港大保良何鸿燊社区书院入学事务处」，本学院将尽量按阁下的意愿跟进。阁下仍可行使其个人权利，在本学院进行拍摄或录像时，表明意愿。
- 本学院院长有权决定是否接受阁下课程之入学申请。
  - You will receive only one offer for this application if your application is successful. If the programme you are offered is cancelled because of insufficient enrolment or other unforeseeable difficulties, your course fee can be refunded or you may be considered for admission to another programme, subject to your meeting the minimum entrance requirements and the availability of places in that programme.
  - HKU SPACE Po Leung Kuk Stanley Ho Community College (“the College”) may take photographs or videos during classes or activities for the purpose of publicity and course promotion. If you do not wish your image to be published by any means, such request should be addressed to “Admissions Office, HKU SPACE Po Leung Kuk Stanley Ho Community College, 66 Leighton Road, Causeway Bay, Hong Kong”. We would try our best to accommodate your request. However, you can still exercise your right to express your wish not to have your image captured in the above circumstances.
  - The College Principal has the final decision on accepting any application for admission.

## 收集个人资料声明 Statement on Collection of Personal Data

- 申请人必须提供其个人资料及课程申请所需资料，否则本学院将不能有效处理其申请。
- 在法律许可情况下，个人资料将会作入学申请、注册、有关学术及行政通讯、校友事务及联络、研究、统计、市场分析及推广（包括直接销售）等用途。只有香港大学专业进修学院/港大保良何鸿燊社区书院职员才能处理有关数据，但亦可能会转移到为书院提供有关服务的委托人处理。
- 完成报名程序及课程注册后，申请人如不获录取，其个人资料将会被销毁（如申请人于以下第 6 项表明愿意接收书院的推广讯息，申请人的联络资料及同意接收书院推广讯息的纪录将保留作此等用途），获取录取者的个人资料会被留作学生纪录，只有香港大学专业进修学院/港大保良何鸿燊社区书院职员或为书院提供有关服务的委托人才能处理有关档案，而阁下提供的所有个人资料将绝对保密。报名付款时所收集的个人资料，则循法例规定留作相关用途，以及退款处理之用（如需要）。
- 学生成功修毕课程，将按香港大学体制，经香港大学专业进修学院颁授副学位，或由港大保良何鸿燊社区书院颁授副学位。凡港大保良何鸿燊社区书院申请人所提供的个人资料，如获录取，将由本学院保存为学生记录（如该副学位经香港大学专业进修学院颁授，申请人的个人资料亦会由其保存）。
- 在紧急情况下，书院将向学生发放电话短讯，或在有需要时附以其他方式，如电子邮件，以作通知。请准确填写有关资料以便联络。如有任何更改，请尽快向书院提出更新，如阁下对接收电话短讯通知有困难，请联系书院入学事务处，以便作适当安排。

### 个人资料用作直接销售

- 申请人提供的个人资料（包括姓名、联络方法及其他数据如曾报读的课程、毕业年份等）将用作与书院沟通渠道，书院将透过信件、电子邮件、流动电话和其他社交媒体等为申请人、学员和校友送上书院的最新课程数据及推广讯息，这些数据亦将包括书院讲座及活动、折扣优惠、诊所服务、校友会活动、校友会会员尊享优惠、校友联谊及筹款活动等，当中亦可能包括香港大学或其附属机构的不定期信息。阁下可随时以书面或电邮方式向书院申明是否愿意继续接收有关信息。

如不欲收到任何透过上述渠道发出的信息，包括折扣优惠，请在方格内填上副号。

- 根据个人资料（私隐）条例，申请人有权知悉书院有否保留其个人资料，同时亦可查阅、索取及更改其个人资料。申请人如欲查阅其个人资料，请填写查阅数据要求表格并以电邮 [privacy@hkuspace-plk.hku.hk](mailto:privacy@hkuspace-plk.hku.hk) 交回书院个人资料私隐主任。本学院将会酌情收取行政费用。如欲更改一般个人资料，请直接联络书院入学事务处。
- 如欲了解本学院私隐政策的详情，请参阅书院的课程手册或网页(<http://hkuspace-plk.hku.hk/cht/privacy-policy>)。
- 香港大学专业进修学院作为香港大学的一部分，大学的收集个人资料声明亦适用于本学院。详情请参阅 (<http://www.aal.hku.hk/admissions/documents/pics.pdf>)（只提供英文版本）。

- It is necessary for applicants to supply their personal data and to provide all the information requested in the application documents, as otherwise the College may be unable to process and consider their applications.
- The personal data provided in this form will be used for processing your application for admission, and for registration, academic and administrative communication, alumni management and contacts, research, statistical and marketing (including direct marketing) purposes. The data will be solely handled by the HKU School of Professional and Continuing Education (“HKU SPACE”) / HKU SPACE Po Leung Kuk Stanley Ho Community College (“HPSHCC”) staff but may be transferred to an authorised third party providing services to HKU SPACE / HPSHCC in relation to the above purposes and prescribed purposes as allowed by the law from time to time.
- When the processing and consideration of all the applications for a particular programme have been completed: (a) the personal information of unsuccessful candidates will be destroyed (if you have indicated to receive our promotional materials in Paragraph 6 then your contact details and opt-in consent would be retained for such purposes); and (b) the personal information of successful candidates will serve as part of the applicant’s official student records and will be handled by HKU SPACE / HPSHCC staff or by staff of an authorised third party providing services to HKU SPACE / HPSHCC in relation to the stated purposes. In all such circumstances, please be assured that any personal information you supply will be kept strictly confidential. Personal data collected arising from any payment for this application may be retained as statutorily required and for processing refund, if necessary.
- Successful completion of a programme offered by HPSHCC leads to an award within the University of Hong Kong system through HKU SPACE or an award by HPSHCC. The personal data provided by applicants to HPSHCC programmes, if admitted, will become the student records of HPSHCC (and for HKU awards also of HKU SPACE).
- The College will send urgent messages to students via Short Message Services (SMS) and supplement by other means such as email (if the need arises). It is therefore important that the mobile phone number and email address that the applicant provides are accurate. Any change should be reported to the Admissions Office immediately. Those who have genuine difficulty in receiving urgent messages via SMS should contact the Admissions Office of HPSHCC for separate arrangements.

### Use of Personal Data related to Direct Marketing

- From time to time, HPSHCC will send the latest updates and promotional materials to applicants/students and alumni on the availability of the programmes and courses. This will also include seminars and events, discounts and offers, clinics and other services as well as the alumni events, privileges and offers, networking opportunities and fund-raising initiatives. Occasionally information from our parent University and fellow HKU subsidiaries may also be sent. Various communication channels will be employed such as direct-mail, email, mobile phone and other forms of social media, by using your personal data (including, but without limitation to, your name, contact details and other information collected in your profile such as programme(s) you enrolled, your graduation year etc.). You always have the right to make subsequent changes on your choice of receiving further marketing materials by sending a written unsubscribe request (by email or by post) to HPSHCC at any time. If you DO NOT WISH to receive our latest updates and promotional materials through the communication channels as stated above, including discounts and offers from time to time, please check this box.
- Under the provisions of the Personal Data (Privacy) Ordinance, applicants have the right to request HPSHCC to ascertain whether it holds your personal data, to be given a copy, and to apply for correction of the data, if deemed incorrect. Applications for access to personal data should be made by using the Data Access Request Form and on payment of a fee. Such applications for access to information should be addressed to the Data Protection Officer, via [privacy@hkuspace-plk.hku.hk](mailto:privacy@hkuspace-plk.hku.hk). For general requests of personal data amendment, please contact the Admissions Office of HPSHCC.
- For details on HPSHCC’s Policy on Personal Data (Privacy), please refer to the College’s Website (<http://hkuspace-plk.hku.hk/privacy-policy>).
- HKU SPACE, being part of the University of Hong Kong, the Personal Information Collection Statement of the University also applies and can be accessed from (<http://www.aal.hku.hk/admissions/documents/pics.pdf>).

## 声明及授权 Declaration and Authorisation

- 本人声明本报名表及随附文件所载一切资料，依本人所知均属正确，并无遗漏。如有虚报或数据不全，即使已获校方录取及注册，亦有可能被取消资格。
- 本人授权香港大学专业进修学院/港大保良何鸿燊社区书院使用本人的数据，作为处理本人申请港大保良何鸿燊社区书院课程之用，以及查阅本人于香港或其他地方之学生纪录。
- 本人授权香港大学专业进修学院/港大保良何鸿燊社区书院向相关机构抽取、发放及查阅有关本人申请课程所列出的学历及专业资格。
- 本人同意如本人注册入学，当遵守香港大学及所就读院校的规例。
- 本人明白，已缴费用，概不退还。

- I declare that all information given in this application form and the attached documents are, to the best of my knowledge, accurate and complete and that any false information or misrepresentation will disqualify my application for admission and enrolment.
- I authorise HKU SPACE/HPSHCC to use, check and process my data as required for my application to HKU SPACE Po Leung Kuk Stanley Ho Community College programmes. I accept that all the data in this form and those HKU SPACE / HPSHCC is authorised to obtain will be used for purposes related to the processing and administration of my application in the College’s context.
- I authorise HKU SPACE/HPSHCC to obtain, and relevant authorities to extract, release and access any information about my qualifications and/or employment as required for my application.
- I consent that if registered in HKU SPACE Po Leung Kuk Stanley Ho Community College, I will conform to the Statutes and Regulations of The University of Hong Kong and the rules of HKU SPACE/HPSHCC.
- I am fully aware that fees paid are neither refundable nor transferable.

本人已细阅、明白并同意港大保良何鸿燊社区书院之申请人注意事项、收集个人资料声明及有关香港大学专业进修学院及港大保良何鸿燊社区书院在处理个人资料（私隐）的守则。I have noted, understood and agree to the contents of the Notes to Applicants of HKU SPACE Po Leung Kuk Stanley Ho Community College, their Statement on Collection of Personal Data and the policy on Personal Data (Privacy) of the HKU School of Professional and Continuing Education and HKU SPACE Po Leung Kuk Stanley Ho Community College

申请人签名 Applicant’s Signature \_\_\_\_\_

Enquiries

Email: [mmt@hkuspace-plk.hku.hk](mailto:mmt@hkuspace-plk.hku.hk) Tel: 3923 7000 Fax: 3923 7111

日期 Date \_\_\_\_\_

Interview Result:  Accept  Reject  Pending  
Comment:

Interviewed by: \_\_\_\_\_ Date: \_\_\_\_\_