

## Executive Diploma in Financial Decision Making

Course Code

Course Title

Check No.

### PERSONAL PARTICULARS

Name in Chinese

Name in English

Title \* Mr / Mrs. / Ms. / Miss    Sex \* Male / Female

Date of Birth

HKID Card / Passport No.

Nationality

Marital

Permanent HK Resident     Yes     No    (if No, please see NOTE TO NON-RESIDENT APPLICANTS)

Correspondence Address

Home Telephone

Mobile Phone

Office Telephone

Email Address

Fax Number

Current Occupation

Position

Employer's Name / Address

\* Please delete the inappropriate

Name  
Full Postal Address

← Please also complete this part  
請填寫此部分

Note : This application acknowledgment is not complete without validation by official printing machine entry of the details above at the University or Town Centre office of the School of Professional and Continuing Education, The University of Hong Kong.

Please see overleaf →

# ACADEMIC AND PROFESSIONAL QUALIFICATIONS

Academic Institution/ Professional Body	Award received	Date of attendance (From / To)	Full Time / Part time

## EMPLOYMENT HISTORY (in chronological order)

Name of Employer	Job Title	Date (From / To)

I learned about this programme from:

- Newspaper \_\_\_\_\_ (please state name of newspaper)  
 Employer     HKU SPACE Prospectus     HKU SPACE Website     Friends  
 Other \_\_\_\_\_

Will your employer pay your course fees?     Yes     No

### Equal Opportunities for Learning at HKU SPACE

It is the School policy to offer equal opportunities to all applicants with or without disabilities. To enable us to meet the needs of all students, you are invited to indicate on this form whether you require any special assistance. If you do need such assistance, the School may approach you subsequently to obtain further details so as to facilitate our planning and assess how best we can help you.

Special assistance required     Yes     No

Please be assured that any personal information you supply will be kept strictly confidential.

### Notes

- Personal Data provided in this form will be used for processing your application for admission, and for registration, academic, administrative, alumni management, research, statistical and marketing purposes. The data will be solely handled by HKU SPACE staff but may be transferred to an authorized third party providing services to the School in relation to the above purposes and prescribed purposes as allowed by HKU SPACE and the law from time to time. In all such circumstances data will be treated in strict confidence.
- Applicants are advised to provide all the information requested in the application documents, where applicable, as otherwise the School may be unable to process and consider their applications. Upon enrolment, applicants will be required to submit a recent passport colour photo for student identification purpose.
- Please refer to the HKU SPACE Prospectus and the official website for full details of enrolment procedures for HKU SPACE Programmes.
- When the processing and consideration of all the applications for a particular programme have been completed:
  - the application papers of unsuccessful candidates will be destroyed; and
  - the application papers of successful candidates will be handled by HKU SPACE staff only or by staff of an authorized third party providing services to the School.
- Under the provisions of the Personal Data (Privacy) Ordinance, applicants have rights to request access to, and to request the correction of, their personal data. Applicants wishing to access or make corrections to their data, should submit written requests to HKU SPACE.
- All new enrolled students to the School will automatically become a member of the HKU SPACE ALUMNI. You may, however, contact the Alumni Affairs Office if you would like to de-register your membership.

### Declaration

- I declare that all information given in this application form and the attached documents are, to the best of my knowledge, accurate and complete.
- I consent that if registered, I will conform to the Statutes and Regulations of the University and the rules of the School.
- I have noted, understood and agreed the contents of these NOTES and HKU SPACE policy on personal data privacy.

Signature

Date

## HKU School of Professional and Continuing Education

- Enrolment can be done in person at any of the School's Enrolment Counters by completing this application form and submitting it with the appropriate course fee and relevant documents. You can also mail to the "HKU SPACE, 34/F, United Centre, 95 Queensway, Hong Kong" (Attn: Ms Aline Loh), specifying "Course Application – Executive Diploma in Financial Decision Making"
- Fees paid by crossed cheque or bank draft should be made payable to "HKU SPACE".
- For general and short courses, applicants may be required to pay the course fee in cash or by EPS if the course will start shortly.
- If admission is on a first-come, first-served basis and if you do not hear from us before the course starts, you may assume that your application has been accepted, and should attend the course as scheduled.
- If admission is by selection, then this receipt is not a guarantee that your application has been accepted. We will inform you of the result as soon as possible after the closing date for application. Unsuccessful applicants will be given a refund of course fee if already paid.
- If you do not know the teaching venue within 3 days of the starting date of the course, please check with the relevant subject area.
- Fees paid are not refundable except as statutorily provided or under very exceptional circumstances.
- The application fee of \$150 is non-refundable.
- Mounting of each programme intake is subject to sufficient enrolment and solely at the discretion of the School.