

STUDENT'S RECORD APPLICATION FORM
學生紀錄申請表

TO: The Secretariat
The Hong Kong Management Association
16/F, Tower B, Southmark, 11 Yip Hing Street,
Wong Chuk Hang, Hong Kong

致： 香港黃竹坑業興街 11 號
南匯廣場 B 座 16 樓
香港管理專業協會
課程秘書處

I am a student of _____ (programme name – “Except
overseas Diploma and Degree programmes”) and would like to apply for.
本人是 _____ (課程名稱 - “不適用於海外文憑及學
位課程”)之學員，現向貴會作下列申請(請☑)

APPEAL of the module(s) _____
with a crossed cheque HK\$350.00 (**NON-REFUNDABLE**) per module payable to “THE HONG
KONG MANAGEMENT ASSOCIATION”, I understand and accept that in requesting on APPEAL
the original mark may be varied upwards or downwards.
成績上訴之學科名稱 _____ 上訴費用為每科港幣 350 元。

(_____) copy (ies) of **RECORD OF ATTENDANCE** with crossed cheque of HK\$40.00
(**NON-REFUNDABLE**) per copy payable to “THE HONG KONG MANAGEMENT ASSOCIATION”
出席證明書(_____)份，費用為每份港幣 40 元。

STUDENT CARD with a crossed cheque for HK\$35.00 payable to “THE HONG KONG
MANAGEMENT ASSOCIATION” and provide two (1” x 1.5” size) photos.
補領學生證，費用為每張港幣 35 元，請附上(1 吋 x1 吋半)近照兩張。

(_____) copy (ies) of **TRANSCRIPT** with a crossed cheque for HK\$80.00
(**NON-REFUNDABLE**) per copy payable to “THE HONG KONG MANAGEMENT ASSOCIATION”
修讀證明書(_____)份，費用為每份港幣 80 元。

有關費用請以劃線支票 (抬頭為「香港管理專業協會」)繳付，所繳費用概不退還。

Acknowledgement of the above request(s) will be sent to your postal address within ten working days
協會將於 _____ 個工作天內將閣下以上申請之事以郵寄方式寄出。

Name: _____
學生姓名

HKID Card / Student Card No.: _____
身份證 / 學生證號碼

Tel No.: _____ Mobile No.: _____ Pager No.: _____
電話號碼 手提電話號碼 傳呼機號碼

Postal Address: _____
郵寄地址

Cheque No.: _____ Date: _____
支票號碼 日期