

# Professional Diploma in Hospitality Management (PDHM - 17th Intake)



### APPLICATION INFORMATION FOR NEW APPLICANTS (PDHM-20111/NS) 新生申請資料

#### A. Application Procedures

- Return the completed form, together with a crossed cheque in favour of The Hong Kong Management Association for First Instalment (HKMA Member: HK\$710 per module; Non-member: HK\$745 per module, Application Fee: HK\$200). Please write your FULL NAME and HKID CARD NO. on the back of the cheque.
- 2. Please provide 2 recent photographs for student identity card, size 2.5 cm x 3.8 cm (1" x 1.5").
- 3. Please attach one set of photo-copies of all the certificates of educational qualifications mentioned in the Application Form.
- 4. All application should be returned to (by mail or in person): The Hong Kong Management Association, 16/F Tower B Southmark, 11 Yip Hing Street, Wong Chuk Hang, Hong Kong.
- 5. In case of application overflow, availability of places on first-come first-served upon receipt of module and application fees.

#### B. Refund of Course Fee

- 1. Full refund less the HK\$200 application fee and the HK\$440 HKMA whole-year membership fee for 2011 (if applicable) will be made for written withdrawal requests received prior to 8 February 2011 by the PDHM Secretariat.
- Refund of module fee less the HK\$200 cancellation charge per module, plus the HK\$200 application fee and the HK\$440 HKMA whole-year membership fee for 2011 (if applicable) will be made for written withdrawal requests received before 15 February 2011. Thereafter no refund will be made.

#### C. Schedule

First Term 22 February - 17 May 2011 (Tue, Thur) Second Term June - August 2011 (Tue, Thur)

Third Term September - December 2011 (Tue, Thur)

First Term	Date	Examination
Introduction and HRM in Hospitality Industry (PDHM-42101-2011-1-L) 7:00 pm - 10:00 pm	Tuesdays 22 February; 1, 8, 15, 22, 29 May; 12, 19, 26 April; 3 May 2011	Tuesday 17 May 2011 7 - 9 pm
Events Management (PDHM-44102-2011-1-L) 7:00 pm - 10:00 pm	Thursdays 24 February; 3, 10, 17, 24, 31 March; 7, 14, 21, 28 April 2011	Thursday 12 May 2011 7 - 9 pm

#### **Application Deadline**

Tuesday, 8 February 2011 (First-come, First-served basis)

#### **Class & Examination Venue**

HKMA Li Ka-shing College of Professional & Continuing Education 8 Hoi Wang Road Mongkok (West) KOWLOON



#### D. Notes for Applicants

- 1. The Association reserves the right to cancel a programme and/or make alterations in relation to its lecturers, contents, dates, time, venue and other particulars without prior notice.
- 2. Personal data will be used for the purpose of market research, programme development and direct mailing.
- 3. The HKMA supports the equal opportunities policy, without discriminating against any person on the grounds of gender, disability, family status or any other basis.



## The Hong Kong Management Association Professional Diploma in Hospitality Management (PDHM - 17th Intake)

Please Attach a Photo

42101L, 44102L

## APPLICATION FORM FOR NEW APPLICANTS (PDHM-20111/NS) 新生報名表 (CEF Code: 26F01755-2)

(Please type or write in blo	ock letters)	
Name: Mr/Ms		
(Sur	name) (Other Nam	nes) (Chinese Name)
Date of Birth:	HKID Card No.:	Student No.:(For Office Use Only)
		(For Office Use Only)
Working Experience (In ch Company Name	ronological order for the last seven y Position	·
Education Name of Institute	Qualification Atta	ained Year
Use a separate sheet if ne	cessary	
Company Address: Company Tel. No.: Pager No./Mobile Phone Noresent Position:	Fa lo.: E-	ax No. (Office): mail: o. of Years:
		ome Tel. No.:
Home Address:	110	5/110 101. 140
Education Level:	atriculation	HKMA Diploma
Nominator email/address:		
I would like to app  HK\$2,060 (HK\$1,6  Following is my re  Name:  Company:  Tel: Fax:	ly as HKMA Associate Member and p 20 + HK\$440 whole-year membersh deree's information: (For the reference Position	nip fee: February - December 2011) ce of the Membership Department) n:
	<b>1,690</b> (HK\$745 x 2+ HK\$200)	
Cheque No.:	Account Name:	Total Amount: HK\$
Application for Exemptions	from Module(s):	
From where did you FIRST le  Mail Newspaper/Mag  E mail promotion from othe  HKMA Website (From whe  MTR Station Admiralty (PA	earn about this Programme? azine (please specify): r websites (please specify): re did you learn about, please specify): M)  Causeway Bay (PCWB)	☐ HKMA email ☐ Website Advertisement (please specify): ☐ (PCTL) ☐ Kowloon Tong (PKLT) ☐ Kwun Tong (PKT)
		(PTK) ☐ Others (please specify:
Date:	Signature	e:

Participants enrolling in module(s) / programme(s) commencing next year can enjoy the member rate

only if they continue to subscribe for the HKMA membership the following year.