

Application Form

LCCI 國際職業資格 - 簿記及會計課程預備班 (2020年3月課程)
Preparatory Course for the (LCCI) Bookkeeping and Accounting Examinations
GLCC-25053-2020-1 (March 2020)

Applicants should include their HKID card number and fill in all details in block letters. The Association will issue certificates based on the details and name format as given in this form

Preparatory Course (Please <input checked="" type="checkbox"/>)	Course Fee	Venue (Please <input checked="" type="checkbox"/>)
<input type="checkbox"/> Bookkeeping (LCCI Level 1) GLCC-25541-2020-1	HK\$1,410	<input type="checkbox"/> 旺角西 (L) <input type="checkbox"/> 天水圍 (G)
<input type="checkbox"/> Bookkeeping & Accounting (LCCI Level 2) GLCC-25542-2020-1	HK\$1,960	<input type="checkbox"/> 旺角西 (L) <input type="checkbox"/> 天水圍 (G)
<input type="checkbox"/> Accounting (LCCI Level 3) GLCC-25543-2020-1	HK\$2,400	旺角西 (L)

Name : Mr/Ms _____ (In English) _____ (In Chinese)

HKMA Membership No.: _____ HKID Card No. (for verification of the applicant's identity): _____

Company : _____ Position : _____

Company Address : _____

Nature of Business (e.g. Retail), please specify: _____

Job Function (e.g. Accounting), please specify: _____

Telephone No (Office): _____ (Residence): _____ (Mobile): _____

E-mail: _____

Correspondence Address: _____

Cheque Number: _____ Cheque Amount: HK\$ _____

Education Level: Doctoral degree Master's degree Bachelor's degree HKMA Diploma Other Diploma
 Matriculation F.5 / HKDSE Others (Please specify) _____

Total Number of Years' Working Experience: _____ Years of Working Experience in Course-Related Field: _____

Name and Title of Nominator (if applicable): _____

Sponsorship: Company-sponsored Self-sponsored

From where did you **FIRST** learn about this Programme?

HKMA Email Mail Newspaper/Magazine (please specify): _____

Email Promotion from Other Websites (please specify): _____ Online Advertisement (please specify): _____

Search Engine (please specify): _____ Social Media (please specify): _____

HKMA Website (Where did you find this information): _____

MTR Station (please specify): _____ Exhibiton: Jobmarket Career & Education (EJEX) Others (please specify): _____

- Registration must be made on the Enrollment Form provided and returned to the Association **before the programme commencement date (Not less than 5 days)** with full fee. This form together with a crossed cheque payable to **The Hong Kong Management Association** should be returned to:

**The Hong Kong Management Association,
16/F, Tower B, Southmark, 11 Yip Hing Street, Wong Chuk Hang, Hong Kong.**

- Acceptance is subject to the discretion of the Association.
- An official receipt will be sent to you within two weeks.
- For **RESERVATIONS** and **ENQUIRIES** please call 2774-8501 (Student Services Department) during normal office hours.
- The HKMA reserves the right to make alterations regarding the details.
- Website: www.hkma.org.hk

Personal Data Collection Statement

1. The personal data of applicants are collected and kept for purposes of processing of applications of course enrolment, course admission, student and member administration, course research and statistical matters.
2. The personal data provided in this form will be used by the Association for direct marketing, including special offers, training and education programmes, awards and competitions, membership, alumni, promotional activities and other services and activities that it may arrange.
3. Applicants wishing for access to and/or correction of personal data may send their written requests to the Association.

If you do not wish to receive information as stated in point 2 of this statement, please indicate your objection by ticking the box. You may at any time send your written requests to the Association.

Applicant's Declaration

1. I declare that the information provided in this form and the attached documents is correct and complete. I authorize the Association to obtain information about my public examination results and records of studies from concerned institutions (if necessary).
2. I understand that the information provided in this form and the attached documents will be used in the admission assessment process and that any misrepresentation, omission or misleading information given may disqualify my application for admission and enrolment in the programme.
3. I have noted, understood and agreed to the contents of the Personal Data Collection Statement.

Notes

1. I understand that all handout materials obtained in class are strictly for my own educational purposes.
2. I have understood all the "Notes for Application" listed in Application Form.

Applicant's Signature: _____ Date: _____