

Former CCLU/ LIFE Student Only 若曾是社區學院或本學院學生，請填寫此欄
Student No.: 學生編號:
(For Official Use Only 學院專用) Received Form on:
Banner on:

截止報名日期:

**Application Form 報名表格**  
**Diploma in Property Management (Part-time)**  
**物業管理文憑課程 (兼讀制)**

**Application for Enrolment 報讀課程資料**

Course Title  
課程名稱  
Diploma in Property Management  
物業管理文憑課程 (兼讀制)

Course Location  
上課地點  
九龍牛頭角鴻圖道1號2319室

Commencement Date  
開課日期  
2017年3月份

**1) Personal Particulars 個人資料 (As stated on HKID Card/ Passport 以香港身份證/ 護照所載為準)**

Title (*Please delete as appropriate) 稱謂 (*請刪去不適用選項)	* 先生 / 太太 / 女士 / 小姐 * Mr/ Mrs/ Ms/ Miss	Name in Chinese 中文姓名	
Name (Surname first) 英文姓名(姓氏先行)			
HK ID Card 香港身份證號碼		Date of Birth 出生日期	
Nationality 國籍		Passport No. 護照號碼	
Correspondence Address 通訊地址			
Tel. No. (Home) 住宅電話		Mobile Phone 手提電話	
Email 電郵地址			

**2) Academic Qualifications 學歷及專業資格**

**a.) Academic and Professional Qualifications 學歷及專業資格**

From MM/YYYY 由月/年	To MM/YYYY 至月/年	Issuing Institution 頒授機構名稱	Academic / Professional Qualifications 學歷/ 專業資格	Date of Issue 頒授日期

**b.) Highest education level achieved 最高學歷程度**

Primary or below 小學或以下程度	<input type="checkbox"/>	Matriculation or equivalent 預科或同等程度	<input type="checkbox"/>	Postgraduate Diploma/Certificate 深造文憑/證書	<input type="checkbox"/>
Lower Secondary 初中	<input type="checkbox"/>	Sub-degree 非學位文憑/證書	<input type="checkbox"/>	Master's Degree 碩士	<input type="checkbox"/>

Form 5 or equivalent  
中五或同等程度

Bachelor's Degree  
學士學位

Doctoral Degree  
博士

### 3) Employment Status 職業狀況

Full-time  
全職

Part-time  
兼職

Student / Further Studies  
學生/進修

Retired Persons  
退休人士

Others  
其他

### 4) Enrolment 報名方法

Applicants may enrol in person with the following items at any of our education centres or send to "Lingnan Institute of Further Education, UG01, New Academic Block, Lingnan University, Tuen Mun, N.T.", specifying "Course Application" before the deadline. Post-dated cheque is not accepted. Please write the applicant's name, HKID card no. and name of programme on the back of the cheque.

申請人須備妥以下文件連同報名表格於截止日期前親身交回本學院教育中心或郵寄（請於信封面上註明「課程申請」）至新界屯門嶺南大學新教學大樓UG01室。本學院恕不接受期票；請在支票/銀行本票背面寫上申請人姓名、香港身份證號碼及課程名稱。

- (1) Duly completed enrolment form 已填妥之報名表格
- (2) Copy of HKID Card / Passport 香港身份證或護照副本
- (3) Application fee HKD\$200 (Please make crossed cheque or bank draft payable to "Lingnan University")  
報名費港幣二百元（銀行本票/劃線支票抬頭：「嶺南大學」）

### 5) Declaration 聲明

I declare that all information given in this form are true and correct to the best of my knowledge, and I understand that provision of any false and misleading information will lead to disqualification of my application for admission and registration.

本人謹此聲明，此表格內所填報及所提供的資料，均屬真實無訛。如有任何虛報或誤導資料，則本人的申請及註冊資格均會被取消。

I authorize Lingnan Institute of Further Education (LIFE) to use my personal data for processing my application form admission. I understand that such personal information will become part of the student record and for academic, administrative, student activities, alumni management, research, statistical and marketing purposes. I understand that the personal data collected can be handled by the staff of LIFE, The Community College at Lingnan University and Lingnan University. In all such circumstances data will be treated in strict confidential. I understand that the personal data collected will not be disclosed to third parties other than those specified without my express approval, or unless required by law. I understand that the application form and other related personal information may be retained after admission exercise for statistical and research purposes.

本人授權嶺南大學持續進修學院(學院)使用本申請表內有關的個人資料，作處理入學之用。本人明白，若獲得學院取錄，本人資料將會轉為學生紀錄，並會用於教學、行政、學生活動、舊生會、研究、統計、市場分析及課程推廣事宜上。本人明白學院、嶺南大學社區學院及嶺南大學的職員有權處理有關個人資料，而一切資料將會保密。本人明白除了因應法律要求下，學院不會未經申請人的同意以任何方式公開顯示可資識別個人身份之資料。本人明白本人的申請表及有關文件可能會於收生程序完結後被保留作統計及研究用途。

根據個人資料(私隱)條例，申請人有權要求查閱及更改個人資料。如有需要，請向持續進修課程部(新界屯門嶺南大學新教學大樓UG01室)提出書面要求。

本人同意如本人註冊入學，當遵守嶺南大學持續進修學院的規則。

Applicants have the right to request access to and correction of the personal data under the Personal Data (Privacy) Ordinance. For such requests, please submit your written requests to Lifelong Learning Programmes Division (UG01, New Academic Block, Lingnan University, Tuen Mun, N.T.).

本人明白不論上課與否，所有已繳費用概不退還。

本人明白嶺南大學持續進修學院保留取錄學生的最終的決定權。

I consent that if registered in LIFE, I will conform to the Regulations of LIFE.

本人明白嶺南大學持續進修學院保留課程最終的開辦權而無須作出事前通知。

I understand that fees paid are neither refundable nor transferable regardless of whether students have attended classes or not.

I understand that admission to the course(s) is subject to final approval of LIFE.

I understand that LIFE reserves the right to offer the course(s) or concentration(s) or not without prior notice.

If you do not wish to receive information from CCLU and LIFE, please tick the box.

如不欲接收學院資訊，請在空格內填上  號。

Signature 簽署

Date 日期