

# Application Form

## Notes to Applicant

1. Please read "Personal Information Collection Statement" below before you fill this application form
2. Please  in the
3. Please fill in the form in English
4. HKIC will contact admitted applicants on the course commencement date

## For official use only

Commencement Date:

DD MM YY

Application No:

Course

Construction Vocational Cantonese Course

CVCZ

Skills Enhancement Courses for Ethnic Minorities (Weekday)

M51N  M52N  M53N  
 M54N  M55N

Skills Enhancement Courses for Ethnic Minorities (Weekend)

M01Z  M02Z  M03Z  
 M04Z  M05Z

Personal Particulars

English Name

(As shown on HKID Card of Passport)

Surname

Given Names

Date of Birth

(DD/MM/YY)

If your age is above 70, please  the  for appropriate administrative arrangement.

HKID Card or Passport No.

Country of Origin

Tel. No. (Daytime)

Gender

Male

Female

Mobile

Email

Mailing Address

(Post box is not accepted)

## Construction Vocational Cantonese Course

Current Company/Employer

Title

Nature of Work

Education Level  Primary  Secondary (S\_\_ )  Secondary  Post Secondary  
 University or above  Professional Qualification → please specify  
 Local Qualification  Overseas Qualification

Previously Worked in Construction Industry  Yes  No

Course Fee HK\$500 (Refundable upon award of certificate)

Cheque/Cashier Order No.

Bank

The fee should be made by cheque or cashier order and payable to "Hong Kong Institute of Construction". Please state the name of applicant, course code and contact phone number at the back of the cheque cashier's order. Cash will not be accepted

## Skills Enhancement Courses for Ethnic Minorities (Weekday & Weekend)

Worker Registration Card No: CWR

Valid Until

Applicant of General Welding (M52Z / M02Z) must hold the valid certificate of "Gas Welding Safety Training". (Please provide a copy of certificate)

Certificate No.

Expiry Date

Issuing Organisation

Please delete as appropriate

Work Experience	Year		Name of Employer(s)	Position / Title
	From	To		

**Language** - English:  Listen  Speak  Write  Read - Chinese:  Listen  Speak  Write  Read  
- Nepalese:  Listen  Speak  Write  Read - Urdu:  Listen  Speak  Write  Read

### Personal Information Collection Statement

1. The information you provide to the Construction Industry Council or Hong Kong Institute of Construction ("the CIC or HKIC"), including any personal data as defined in the Personal Data (Privacy) Ordinance (the Ordinance), will be used solely for purposes related to the activities of the CIC or HKIC.
2. To keep you informed of CIC or HKIC activities and industry developments which may be of interest, the CIC or HKIC would like to use your personal data, including your name, phone number and correspondence and email addresses, to update you in relation to training courses, trade testing, registration, events and other aspects of its work and the construction industry.
3. The CIC or HKIC will not transfer your personal data to any third parties without your prior consent.
4. It is obligatory for you to supply the CIC or HKIC with complete information. The CIC or HKIC may be unable to process and/or consider your application if you do not provide complete information. You are free to decide whether you wish to receive such information. If you choose not to do so, please put a " " in the box below.
5. You are also entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the CIC or HKIC at 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong.

I do not wish to receive any information from the CIC or HKIC in relation to its activities or developments in the construction industry.

### Declaration

1. I declare that all information given in this application form is, to the best of my knowledge, accurate and complete. If any false or incomplete information is given, the application is deemed to be invalid and I shall forfeit my right to apply for this course.
2. I declare that I have read and understood the Personal Information Collection Statement.
3. I declare that I am Hong Kong legal resident and permitted to work in Hong Kong.
4. I consent that if registered, I will conform to the regulations of the Institute.

Signature of Applicant

Date

To be completed by the applicant for sending admission notification

Name:

Name:

Address:

Address:

## General Entry Requirements

1. Aged 18 or above
2. Applicants should be Hong Kong legal residents and permitted to work in Hong Kong
3. Ability to read and write in English

Please refer to each programme for its specific entry requirement.

## Remarks

1. Applicants are required to meet the general entry requirements. Each course also has specific course targets.
2. HKIC will contact admitted applicants before the course commencement date.
3. Each application form is to be filled by one applicant only. Photocopies of this application form are acceptable.
4. Application forms will be processed on a "first come, first serve" basis. Applications received beyond the capacity will be retained for the next class.
5. HKIC may adjust the fee on a need basis and will inform the applicants before course commencement. Should the applicant cancel the application due to fee adjustment, the paid fee will be refunded in full.
6. HKIC reserves the right to check the originals of the applicant's proof of qualifications.
7. HKIC may accept or reject any application in its absolute sole discretion and is not obliged to provide any reason(s) for accepting or rejecting any application.
8. HKIC may at its absolute discretion without notice at any time and under any circumstances withdraw or modify the provisions of any goods or services.

The contents of the programme may be updated from time to time, please visit <http://hkic.edu.hk/chi/programmes> before apply.

此文件關於以英語授課的部份時間制課程。如有任何查詢，請致電2100 9000或電郵到training@hkic.edu.hk

## Enquiries

**HKIC - Sheung Shui Campus**  
1 Fung Nam Road, Sheung Shui

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Website: [www.hkic.edu.hk](http://www.hkic.edu.hk)

Email: [emservice@cic.hk](mailto:emservice@cic.hk)

**HKIC - Kwai Chung Campus**  
7-11 Kwai Hop Street, Kwai Chung

**HKIC - Kowloon Bay Campus**  
44 Tai Yip Street, Kowloon Bay