

Applicant No.: \_\_\_\_\_

This number is solely for identification purposes and does not indicate any precedence in selection.

此編號僅作識別之用，並不表示錄取的先後次序。

**APPLICATION FOR ADMISSION 入學申請表格**

**IMPORTANT NOTES**

1. Follow the 'Instructions for Completing the Application Form'.
2. Complete the form clearly in **English**, and in **BLOCK** letters.
3. This application form is applicable for applications for ACY B804F Advanced Taxation only.
4. The application fee is HK\$300 for local applicants. The course fee is HK\$19,775. These fees should be paid by two separate cheques.
5. Applications must be submitted before 11 August 2023. The quota is limited. Application will be closed when all places are filled.

**重要事項**

1. 填寫本表格前請細閱「入學申請填表須知」。
2. 請以**英文正楷**清楚填寫本表格。
3. 此表格只適用於報讀ACY B804F Advanced Taxation。
4. 本地申請人的報名費用為港幣300元。學費為港幣19,775元。請以兩張支票分別繳交費用。
5. 申請必須於2023年8月11日前遞交。名額有限，額滿即止。

**PERSONAL DETAILS 個人資料 (see Note 1) (請參閱附註1)**

TITLE (Dr/Mr/Ms) SURNAME (as shown on HKID card)  
稱銜 (博士 / 先生 / 女士) 姓 (按香港身份證上所示)

FIRST/OTHER NAMES (as shown on HKID card) 名字 (按香港身份證上所示)

NAME IN CHINESE (if any) 中文姓名 (如適用者) NATIONALITY 國籍

DATE OF BIRTH 出生日期 Gender 性別  
Day 日/ Month 月/ Year 年 M=Male 男 F=Female 女 MARITAL STATUS 婚姻狀況

HKID CARD NUMBER OR PASSPORT NUMBER / OTHER ID NUMBER  
香港身份證號碼 或 護照號碼 / 其他身份證明文件號碼

ADDRESS FOR ALL CORRESPONDENCE 通訊地址

AREA 地區 POSTAL CODE 郵編

HOME TELEPHONE OFFICE TELEPHONE EXT  
住宅電話 辦事處電話 內線

MOBILE PHONE NUMBER FAX NUMBER  
手提電話號碼 圖文傳真機號碼

EMAILADDRESS 電郵地址

SPECIAL EDUCATIONAL NEEDS (please specify if entered item 6, 7, 9 or 99)

有特別學習需要的人士 (如選擇第六、七、九或九十九項，請註明)

FOR OFFICE USE 供本校填寫

HKID Checked by \_\_\_\_\_

Form Checked by \_\_\_\_\_

Data Entered by \_\_\_\_\_

STUDENT NUMBER 學生編號

Programme applied for:

Mode of Study (FT/PT): \_\_\_\_\_

Interview: Yes / No\*

Interview Date:

Entry requirements met: Yes / No\*

Signed by: \_\_\_\_\_

Date: \_\_\_\_\_

Offer/ Conditional offer/ Rejected\*

Programme: \_\_\_\_\_

Mode of Study (FT/PT): \_\_\_\_\_

Subject to: \_\_\_\_\_

Reject Reason: \_\_\_\_\_

First Approver

Signed by: \_\_\_\_\_

Date: \_\_\_\_\_

Second Approver

Signed by: \_\_\_\_\_

Date: \_\_\_\_\_

Qualification verified: Yes / No\*

Signed by: \_\_\_\_\_

Date: \_\_\_\_\_

(\* Delete as appropriate)

Remark:

## USE OF PERSONAL DATA 個人資料的使用

The University intends to use your personal data (i.e. your name, student number, contact details, and other relevant information) for promotion of our education and training programmes, activities and services, including but not limited to awards, scholarships, bursaries, grants, loans, banking/insurance/credit cards, discounts, benefits, privileges, fundraising, celebration events, talks, conferences, seminars and publications, but we will not use your data unless we have received your consent. The University will not, under any circumstances, transfer your personal data to a third party for direct marketing purposes.

大學擬使用你的個人資料（即你的姓名、學生號碼、聯絡資料及其他相關資料），作為推廣教育及培訓課程、活動以及服務事宜之用。推廣項目包括（但不限於）獎項、獎學金、助學金、資助金、貸款、銀行/保險/信用卡、折扣、福利、優惠、籌款、慶祝活動、講座、會議、研討會及刊物。然而，大學如未有得到你的同意，不會使用你的個人資料作上述用途。在任何情況下，大學不會將你的個人資料交予第三者作直接促銷之用。

Please tick the box to indicate your consent.

你可以在方格內加上「✓」號，以示同意。

I **AGREE** that the University may use my personal data for the purpose of promotion of the University's education and training programmes, activities and services as indicated above.

我同意大學使用我的個人資料，作為大學推廣教育及培訓課程、活動及服務事宜之用。

If you later decide to change your selection on 'Use of Personal Data', you may update your selection at MyHKMU (Personal Information). Alternatively, you may inform us by email at dpo2@hkmu.edu.hk giving your full name, student number (if applicable) and contact information (e.g. phone, email, address). No fee will be charged for making such arrangements. For any enquiries, please contact the University Data Protection Officer by email at dpo2@hkmu.edu.hk.

如你於日後希望更改以上選擇，你可以登入 MyHKMU（個人資料）作出更改；或者通過電郵（電郵：dpo2@hkmu.edu.hk），註明提供你的姓名（全名）、學生號碼（如適用）及聯絡方法（電話號碼、電郵及地址）等資料。此項安排不會收取費用。如有查詢，請電郵至 dpo2@hkmu.edu.hk 與香港都會大學保障資料主任聯絡。

Full Name 姓名（全名）：\_\_\_\_\_

Student No./HKID No.(first 4 digits)/Passport No.(first 4 digits)

學生號碼/身份證號碼（首四字）/護照號碼（首四字）：\_\_\_\_\_

Signature 簽署：\_\_\_\_\_

Date 日期：\_\_\_\_\_

**OTHER INFORMATION 其他資料 (see Note 2) (請參閱附註 2)**

LANGUAGE COMPETENCY Chinese English EDUCATION OCCUPATION  
 語文水平 中文 \_\_\_\_\_ 英文 \_\_\_\_\_ 教育程度 \_\_\_\_\_ 職業 \_\_\_\_\_

Do you expect to be sponsored by your employer? Y/N  
 你是否預期會獲得僱主資助? 是/否 \_\_\_\_\_

**Language Competency 語文水平(PLEASE TICK THE BOX BELOW TO SHOW YOUR LANGUAGE COMPETENCY)(請以剔號填寫下表)****Chinese 中文**

普通話 Putonghua

Spoken/Listening 聽說能力  Excellent 非常好  Good 好  Average 一般  Poor 差  Very poor 非常差

粵語 Cantonese

Spoken/Listening 聽說能力  Excellent 非常好  Good 好  Average 一般  Poor 差  Very poor 非常差

Written 書寫能力  Excellent 非常好  Good 好  Average 一般  Poor 差  Very poor 非常差

**English 英文**

Spoken/Listening 聽說能力  Excellent 非常好  Good 好  Average 一般  Poor 差  Very poor 非常差

Written 書寫能力  Excellent 非常好  Good 好  Average 一般  Poor 差  Very poor 非常差

**NON-LOCAL APPLICANTS 非本地申請人 (see Note 2) (請參閱附註 2)**

Are you a permanent resident of HKSAR? 你是否香港永久居民?  Yes 是  No 否

If no, please indicate what entry permit you will use to study in Hong Kong: 如否, 請說明你在香港學習期間所持有的入境許可或簽證類型:

- Dependent Visa 受養人 (Issue Date: 簽發日期: \_\_\_\_\_)  One-way permit 單程證
- Quality Migrant Admission Scheme 優秀人才入境計劃  Capital Investment Entrant Scheme 資本投資者入境計劃
- Others 其他 (Please specify: 請註明: \_\_\_\_\_)

**ACADEMIC QUALIFICATIONS 學歷**

List your academic qualifications including any current studies (in date order, from the most recent).  
 按頒授日期倒序列出學歷 (包括現正修讀的課程)。

Date of Attendance (mm/yyyy to mm/yyyy) 修讀日期 (月/年至月/年)	Name of Institution and Country 學府名稱和國家	Qualification(s) Obtained 所獲學歷	FT/PT 全日/兼讀

## PUBLIC EXAMINATION RESULTS 公開考試成績

Have you ever attended any of the public examinations listed in the following table?

Yes 有  No 否

你有否參加下表列出的公開考試?

Will you attend any of the public examinations listed in the following table in the year you are applying for admission?

Yes 會  No 否

你會否於現正申請入學的年度參加下表列出的公開考試?

Enter only the best grade of the same subject obtained in any year. If you are going to take public examination in the current year and the results are not yet available, please put down the year of attempt and the subjects but leave the results blank.

如同一科目應考多於一次，請只填上考獲成績最好的年份及成績。假如你會在本年參加公開試而成績未公布，請填寫應考年份和科目。

Date (MMM/YY) 日期 (月/年)	Examination 考試 (e.g.例如 HKDSE, HKCEE, HKALE, GCSE, GCE, TOEFL, IELTS, SAT, NCEE (Gaokao), CET-6 etc.)	Subjects# 科目	Results (e.g. grades/ scores) 成績(例如: 等級/分數)

\*Please indicate whether the subject is 'AL' or 'AS' for the HKALE results.

有關高級程度會考成績，請註明屬於「高級程度會考」或是「高級補充程度會考」。

## OTHER PROFESSIONAL QUALIFICATIONS or SCHOLARSHIPS 其他專業資歷或獎學金

(in date order, from the most recent) (請按頒授日期倒序列出)

Are you a member of CPA Australia?

Yes 是  No 否

你是否澳洲會計師公會會員?

If yes, please provide your Member ID 如果是，請提供會員編號: \_\_\_\_\_

Please indicate your professional qualifications/memberships.

請列明其他專業資格。

Qualification/Membership or Scholarships 已獲取的专业資格或獎學金	Awarding Professional Body and Country (Full Name) 頒授機構和國家 (全名)	Date of Award 頒發日期

## WORK EXPERIENCE 工作經驗 (in date order, from the most recent) (請按任職日期倒序列出)

Please indicate your work experience.

請列明工作經驗。

Position Held 職位	Period of Employment (please specify no. of years) 任職期 (請列明在職年數)	Name of Firm/Institute/Organization 工作機構
Total no. of years of relevant work experience 相關的工作經驗年數 _____years 年 _____months 月		

## SOURCE OF INFORMATION 資訊來源\*

Recruitment message (multiple choices allowed) 從何得知你所報讀的課程? (可選擇一項以上)

- |   |  |
|---|--|
| <input type="checkbox"/> a. Distribution booths outside campus<br>校外資訊派發點           | <input type="checkbox"/> g. Print advertising 報章雜誌廣告                     |
| <input type="checkbox"/> b. Posters or direct mailing 海報或郵寄資料                       | <input type="checkbox"/> h. Media reports/articles 傳媒報道 / 專輯             |
| <input type="checkbox"/> c. Electronic mail 電子郵件                                    | <input type="checkbox"/> i. HKMU educational TV programmes<br>都會大學教育電視節目 |
| <input type="checkbox"/> d. Web advertising 網上廣告                                    | <input type="checkbox"/> j. Message from HKMU staff 由本校職員提供的資料           |
| <input type="checkbox"/> e. Outdoor advertising (e.g. bus and MTR)<br>戶外廣告 (如巴士及港鐵) | <input type="checkbox"/> k. Referral by acquaintances 親友推介               |
| <input type="checkbox"/> f. HKMU homepage 香港都會大學網頁                                  | <input type="checkbox"/> l. MU Infoday 都大入學資訊日                           |
|   | <input type="checkbox"/> m. Others 其他                                    |

\* The provision of information under this section is voluntary. It is for statistical purposes or for facilitating the provision of appropriate services. Such information will not affect your chances of admission.

本部分的資料只作統計之用，或供本校參考以提供適當的輔學服務，你可決定是否填寫有關資料。這些資料不會影響錄取的機會。

## APPLICATION CHECKLIST 申請核對表 (see Note 3) (請參閱附註3)

When you submit your application form, please make sure that you have provided the required documents according to the **checklist** below.  
當你遞交申請表時，請確保已根據以下核對表提供所需文件。

- |  |  |
|--|--|
| <input type="checkbox"/> The duly completed application form with signature  | <input type="checkbox"/> 已填妥及簽署的申請表                        |
| <input type="checkbox"/> Copy of your HKID card  | <input type="checkbox"/> 提供香港身份證副本                         |
| <input type="checkbox"/> Copy of your passport or other identify proof if you are not a permanent resident of HKSAR                      | <input type="checkbox"/> 如你不是香港永久居民，請提供護照或其他身份證明文件副本       |
| <input type="checkbox"/> Attached a cheque in favour of 'Hong Kong Metropolitan University' for payment of the application fee (HK\$300) | <input type="checkbox"/> 附上支票（抬頭「香港都會大學」）繳付報名費(港幣 300 元)   |
| <input type="checkbox"/> Attached a cheque in favour of 'Hong Kong Metropolitan University' for payment of the course fee (HK\$19,775)   | <input type="checkbox"/> 附上支票（抬頭「香港都會大學」）繳付學費(港幣 19,775 元) |
| <input type="checkbox"/> If you are authorizing others to act on your behalf, please attach an authorization letter                      | <input type="checkbox"/> 如授權他人代辦入學手續，請附上授權書                |

Application should be submitted in person or by mail to:

Lee Shau Kee School of Business and Administration  
Hong Kong Metropolitan University  
Ho Man Tin, Kowloon

Opening hours:

Monday – Friday (9:00 am – 5:40 pm)

Closed on Saturdays, Sundays and public holidays

申請表可親身交回或郵寄到以下地址：

九龍何文田香港都會大學李兆基商業管理學院

辦公時間：

星期一至星期五（上午九時至下午五時四十分）

星期六、日及公眾假期休息

## DECLARATION 聲明 (see Notes 4&5) (請參閱附註 4&5)

- I declare that all information given in this application form and the attached documents are, to the best of my knowledge, accurate and complete. I also understand that any misrepresentation will result in disqualification of my application for admission and subsequent enrolment in the University. Fees paid will not be refunded.
- I understand that if I do not have the right of abode or right to land in Hong Kong but am accepted to study the postgraduate programmes on a part-time basis, the University will not act as my sponsor (Entry for Study). I should obtain from the HKSAR Government permission to study at the HKMU before I can be formally registered and I shall be fully responsible for obtaining such a visa or permission.
- I have noted the course requirements as detailed on the HKMU website.
- I have noted the contents of the 'Personal Data (Privacy) Statement' as detailed in the 'Instructions for Completing the Application Form'.
- I understand that information for applicants will be destroyed after the admission exercise when no longer required.
- I consent that if registered, I will conform to the Statutes and Regulations of the University.
- I understand that the University reserves the right to make any alterations to the programme/course that are considered to be necessary without prior notice. The University also reserves the right to cancel a programme/course/class if there is an insufficient number of enrolments. In every case, the University will make every effort to minimize the inconvenience caused and will give notice to all affected students of any such changes as early as possible.
- I understand that if I have applied for courses or programmes with specific entry requirements and am later found to have failed to meet the entry requirements, my enrolment in the course(s) concerned will be cancelled. The relevant course fee that I have paid will be refunded. I understand that the application fee is non-refundable in every case.
- I understand that my enrolment in this course does not represent admission to or fulfilment of the entry requirements of the Master of Accountancy programme (MACF). I also understand that admission to MACF requires completion of the admission procedures according to the rules and regulations stipulated by the University. If I would like to use the credits gained from this single course enrolment to satisfy certain requirements of a programme, I understand that an advanced standing application may be required.
- 本人聲明，本申請表及隨附文件所載一切資料，依本人所知均屬真確，並無遺漏。本人明白若提供任何虛假或誤導資料，本人的申請資格以及註冊修讀科目的紀錄將被取消，而一切已繳費用概不獲退還。
- 本人明白，如本人未擁有香港居留權或香港入境許可，而以兼讀制形式獲錄取入讀研究生課程，大學將不會替本人提供簽證擔保，本人必須向香港特別行政區政府領取在香港都會大學進修許可證明方能正式註冊入學。本人亦明白申請有關簽證 / 許可證明全屬本人責任。
- 本人清楚大學網站所載的科目要求。
- 本人清楚「入學申請填表須知」所載關於「個人資料（私隱）聲明」的內容。
- 本人明白註冊程序完成後，無須保留的申請者資料會被全數銷毀。
- 本人同意，如本人註冊入學，當遵守本大學所實施的所有規程和規例。
- 本人明白，大學有權按需要隨時更改原定課程 / 科目細則。如報讀人數不足，大學有權取消課程 / 科目 / 組別。然而，大學會盡量減低對學生的影響，並會盡快通知受影響的學生。
- 本人明白若本人申請有指定入學條件的課程及或有關科目，在日後若被確定未能符合有關入學條件，本人在該課程及有關科目的註冊會被取消，而有關學費亦會獲得退還。本人明白在任何情況下大學不會退回報名費用。
- 本人明白註冊此科目並不同入讀會計學碩士課程或代表本人符合該課程的指定入學要求。本人亦明白如期後欲申請攻讀會計學碩士課程，必須依照大學守則及規例完成有關的註冊程序。如本人欲把完成此科目所獲得的學分轉移至其他課程，或需申請學分承認。

Signature 簽署 \_\_\_\_\_

Date 日期 \_\_\_\_\_

## ACY B804F Advanced Taxation INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

入學申請填表須知

### GENERAL INFORMATION

- A. This application form is applicable for applications for ACY B804F Advanced Taxation only.
- B. Complete the form clearly in English, and in BLOCK letters.
- C. You must provide the data required by the application form so that we can process your application for admission. If you do not provide the data requested, the University may not be able to process your application. See 'Personal Data (Privacy) Statement' at the end of these Instructions.
- D. After completing the form, you must sign and date the application form. Application forms that do not bear the signature of the applicant will NOT be processed.
- E. For enquiries, please contact:
- Address: Lee Shau Kee School of Business and Administration  
Hong Kong Metropolitan University  
Ho Man Tin, Kowloon, Hong Kong  
Tel: (852) 2768 6999  
Email: ba\_admissions@hkmu.edu.hk  
Opening Hours:  
Monday – Friday (9:00 am – 5:40 pm)  
Closed on Saturdays, Sundays and public holidays

### 1. PERSONAL DETAILS

#### Name

Enter your name as shown on your Hong Kong Identity (HKID) card. For those who do not possess an HKID card, enter your name as shown on your passport.

#### Hong Kong ID Number

Enter your HKID card number as shown on your HKID card. Only use your passport number if you do not have an HKID card.

#### Address

Local applicants should provide a Hong Kong correspondence address. This address will be used for ALL mailing correspondence.

Non-local applicants providing an overseas address should select 'O2' in the 'Area Code'.

### 一般事項

- A. 此表格只適用於報讀 ACY B804F Advanced Taxation。
- B. 請用英文正楷清楚填寫表格。
- C. 你必須填妥申請表上的資料，以便本校處理你的入學申請。若未能提供所需資料，本校可能無法處理你的申請。詳情請細閱本須知的「個人資料（私隱）聲明」。
- D. 填寫表格後，你必須簽署姓名並填寫日期。未附有申請人簽名的表格概不受理。
- E. 如有查詢，請聯絡：  
地址：香港九龍何文田  
香港都會大學  
李兆基商業管理學院  
電話：(852) 2768 6999  
電郵：ba\_admissions@hkmu.edu.hk  
辦公時間：星期一至星期五（上午九時至下午五時四十分）  
星期六、日及公眾假期休息

### 1. 個人資料

#### 姓名

按照你的香港身份證上所示的姓名填寫。未有香港身份證者，請按照你的護照上所示的姓名填寫。

#### 香港身份證號碼

填寫你的香港身份證號碼。若沒有香港身份證，則可填寫護照號碼。

#### 地址

本港申請人所提供的通訊地址所在地必須為香港。所有郵遞通訊均會使用該地址。

非本地申請人若提供海外通訊地址，請在「地區」一項選擇「O2」。

## Area

Please enter the area code that best matches your correspondence address.

<u>Hong Kong Island</u>	H1 Wanchai and Eastern H2 Central and Western H3 Southern
<u>Kowloon</u>	K1 Yau Tsim and Mongkok K2 Sham Shui Po K3 Kowloon City and Wong Tai Sin K4 Kwun Tong
<u>New Territories</u>	N1 Tsuen Wan and Kwai Tsing N2 Sha Tin N3 Tai Po and North N4 Tuen Mun and Yuen Long N5 Sai Kung
<u>Others</u>	O1 Other areas in Hong Kong (e.g. outlying islands) O2 Others (non-local address)

## Email Address

Complete the information clearly; pay special attention to numerals and symbols. During the application stage, the University will communicate with you through this email address. After your registration (i.e. after payment of tuition fees), the University will provide you with a university email account for communication. You will also be alerted about emails sent to your University email account through this email address.

## Types of Special Educational Needs

To allow us to provide appropriate and feasible services\* (e.g. special examination arrangements) to persons with Special Educational Needs (SEN), please write the relevant type(s) of SEN if such circumstances apply to you. Otherwise, leave this section blank. Such information will not affect your chances of admission. Your indication of this information is voluntary but essential. If you do not do so before a programme/course commences, you may not be able to complete the programme/course due to failure to meet its compulsory requirements. Please refer to the Student Affairs Office website for details.

\* The University will try to provide the required services according to circumstances; however, it may not always be possible to do so if there are insufficient resources or other constraints.

## Code

- 1 Hearing impairment (profound hearing loss to stone deaf)
- 2 Hearing impairment (mild to severe hearing loss)
- 3 Visual impairment (profound low vision to totally blind)
- 4 Visual impairment (mild to severe low vision)
- 5 Physical disabilities (wheelchair/crutch/callipers user)
- 6 Other physical disabilities (please specify)
- 7 Visceral disability/chronic illness (please specify)
- 8 Speech and language impairment (e.g. dyslexia)
- 9 Specific learning disabilities (please specify)
- 10 Attention deficit/hyperactivity disorder
- 11 Autism spectrum disorder
- 12 Intellectual disabilities
- 13 Mental illness
- 99 Others (please specify)

Remarks: If you entered item 6, 7, 9 or 99 in the application form, please specify the details of your disability type or special educational needs.

## 2 OTHER INFORMATION

### Language Competency

Enter the code which denotes your Chinese/English standard:

## 地區

請在有關的空格內填上你的通訊地址的適當地區編號。

<u>香港島</u>	H1 灣仔及東區 H2 中西區 H3 南區
<u>九龍</u>	K1 油尖及旺角 K2 深水埗 K3 九龍城及黃大仙 K4 觀塘
<u>新界</u>	N1 荃灣及葵青 N2 沙田 N3 大埔及新界北 N4 屯門及元朗 N5 西貢
<u>其他</u>	O1 其他香港地區 (例如: 離島) O2 其他 (非本地地址)

## 電郵地址

清楚填寫資料，請特別留意數字以及符號。在申請入學期間，大學會通過此電郵地址與你聯絡。在你辦妥註冊手續後（即已繳付學費），大學會為你開設大學電郵賬戶以便通訊。當你的大學電郵賬戶收到新郵件，電郵信箱會向你發出提示。

## 有特別學習需要的人士

申請者如屬於有特別學習需要人士，請填寫相關類別，以便大學提供適當及可行服務（例如：特別考試安排）；非此類人士者無須填寫。此部分資料非常重要，但你可決定是否填寫。有關資料不會影響取錄機會。如你未有於開課日期前說明你的特別學習需要，則有可能基於課程/學科要求而未能完成相關課程/學科。詳情請瀏覽學生事務處網站。

\* 大學會盡量按情況安排所需服務；然而，某些服務也許礙於資源所限或其他原因而無法提供。

## 編號

- 1 聽障（極度嚴重聽障至失聰）
- 2 聽障（輕度至嚴重聽障）
- 3 視障（極度嚴重視障至全盲）
- 4 視障（輕度至嚴重視障）
- 5 肢體傷殘（輪椅/拐杖/腳架使用者）
- 6 其他的肢體傷殘（請註明）
- 7 器官殘障/長期病患（請註明）
- 8 言語障礙（例如：讀寫障礙）
- 9 特殊學習障礙（請註明）
- 10 注意力不足/過度活躍症
- 11 自閉症譜系障礙
- 12 智障
- 13 精神病
- 99 其他（請註明）

備註：如於報名表格選擇第六、七、九或九十九項，請註明殘疾或特別學習需要情況。

## 2. 其他資料

語文水平 填寫表示你的中文/英語水平的編號。



## Code

- 0 I have completed Yi Jin Diploma
- 1 I have obtained a grade 'C' or above in the Hong Kong Certificate of Education Examination or its equivalent
- 2 I have obtained a grade 'D' or 'E' in the Hong Kong Certificate of Education Examination or its equivalent
- 3 I have obtained a level '4' or above in the Hong Kong Diploma of Secondary Education Examination or its equivalent
- 4 I have obtained a level '3' or '2' in the Hong Kong Diploma of Secondary Education Examination or its equivalent
- 5 I have obtained a level '4' or above in the Hong Kong Certificate of Education Examination or its equivalent
- 6 I have obtained a level '3' or '2' in the Hong Kong Certificate of Education Examination or its equivalent
- 7 I do not have any of the above qualifications, but understand this language
- 8 I do not have any of the above qualifications and do not understand this language

## Education

Enter the code which best matches your highest level of education.

## Code

- 12 First degree of university or other tertiary educational institution
- 13 Postgraduate degree
- 14 Professional qualification: below advanced level equivalent
- 15 Professional qualification: advanced level equivalent
- 16 Professional qualification: degree level equivalent or above
- 17 Others

## Occupation

Enter the code which best matches your present occupation.

## Code

- 1 Full-time homemakers
- 2 Homemakers with part-time jobs
- 3 Administrators and managers in government departments
- 4 Administrators and managers in the industrial and commercial sectors
- 5 Teachers in primary schools and kindergartens and nursery workers
- 6 Teachers in secondary schools
- 7 Teachers in post-secondary schools and tertiary education institutions
- 8 Other teachers, instructors, educational advisers, etc.
- 9 Medical and health-related professions including: doctors, dentists, pharmacists, dispensers, nurses, opticians, radiographers, occupational therapists, health inspectors, etc.
- 10 Social workers in government and voluntary agencies
- 11 Other professions including accountants, company secretaries, lawyers, architects, surveyors, town planners, librarians, clergy, advertising and public relations officers, statisticians, translators & interpreters, market researchers, systems analysts, etc.
- 12 Authors, journalists, artists, actors, musicians, producers, etc.
- 13 Qualified scientists and engineers
- 14 Technical personnel including technicians, data processors and drafting technicians
- 15 Tradespeople (electricians, plumbers, machinists, welders, woodworkers, etc.)
- 16 Workers in farming, mining, construction and other manufacturing
- 17 Communications and transport: air, sea, road, KCR and MTR including: drivers, porters, seafarers, pilots, telephone operators, telegraph operators, postal workers, messengers
- 18 Secretaries, clerks, tellers, receptionists and office support staff
- 19 Police, firefighters, correctional service staff

## 編號

- 0 完成毅進文憑課程
- 1 在香港中學會考或同等程度考試中，取得「C」或以上成績
- 2 在香港中學會考或同等程度考試中，取得「D」或「E」的成績
- 3 在香港中學文憑考試或同等程度考試中，取得「4」或以上成績
- 4 在香港中學文憑考試或同等程度考試中，取得「3」或「2」的成績
- 5 在香港中學會考或同等程度考試中，取得「4」或以上成績
- 6 在香港中學會考或同等程度考試中，取得「3」或「2」的成績
- 7 我並無上述任何一項成績但懂得這種語言
- 8 我並無上述任何一項成績，亦不諳這種語言

## 教育程度

填寫與你最高教育程度相配的編號。

## 編號

- 12 大學或其他高等院校的學士學位
- 13 碩士或以上
- 14 專業資格：相等於高級程度以下
- 15 專業資格：相等於高級程度
- 16 專業資格：相等於學位程度或以上
- 17 其他

## 職業

填寫與你現時職業最相配的編號。

## 編號

- 01 全職持家者
- 02 持家者（有兼職工作）
- 03 政府部門的行政及管理人員
- 04 工商界的行政及管理人員
- 05 小學及幼稚園教師及幼兒工作者
- 06 中學教師
- 07 專上及高等院校教師
- 08 其他機構的教師、講師、教育顧問等
- 09 醫療衛生專業，包括：醫生、牙醫、藥劑師、配藥員、護士、視光師、X光放射師、職業治療師、衛生督察等
- 10 政府及志願機構的社會工作者
- 11 其他專業，包括：會計師、公司秘書、律師、建築師、測量師、城市規劃師、圖書管理員、神職人員、廣告業及公關的高級職員、統計員、翻譯及傳譯員、市場研究員、系統分析員等
- 12 作家、新聞從業員、藝術家、演員、音樂家、電影製片人等
- 13 合資格的科學家及工程師
- 14 技術人員，包括：技術員、數據處理員及繪圖員
- 15 技工，包括：電工、喉管工、機床工、鐸接工、木工等
- 16 耕作、採礦、建築及其他製造業工人
- 17 通訊及運輸：海、陸、空、港鐵，包括：司機、搬運工人、海員、機師、電話接線生、電報員、郵差、信差
- 18 秘書、文書、銀行櫃檯員、接待員及辦公室其他輔助人員
- 19 警察、消防員、懲教署人員

20 Service occupations: shopkeepers, shop assistants, sales representatives, hotel and restaurant workers, domestic helpers, hair-dressers, photographers, recreation workers, etc.

21 Retired

22 Unemployed (not homemakers)

23 Full-time students

24 In prison (but not including staff) #

25 Under long-term residential or hospital care (but not including staff) #

26 Others

#Your indication of this information is essential for the University to provide you with appropriate services (e.g. special examination arrangements). The University will liaise with your institution to arrange such services as far as practicable.

### Non-local Applicants

Applicants (1) requiring a student visa, (2) holding a visa under the 'Immigration Arrangements for Non-local Graduates' (IANG) or (3) holding a dependent visa and were 18 years old or above when they were issued with such visa by the Director of Immigration are regarded as non-local applicants.

Remarks: ACY B804F Advanced Taxation does not accept applications from non-local applicants.

## 3. CHECKLIST

Please make sure you have provided the required documents according to the checklist in the application form.

## 4. DECLARATION

Applicants must sign and date the application form. Application forms that do not bear the signature of the applicant will NOT be processed. Applicants must note the contents of the 'Personal Data (Privacy) Statement' as detailed in the 'Instructions for Completing the Application Form'.

## 5. IMPORTANT NOTE

The University reserves the right to cancel any programmes and amend the programme contents, if necessary.

20 服務行業：店主、店員、營業代表、酒店及餐廳工人、家庭傭工、理髮師、攝影師、康樂事務工作者

21 退休

22 待業（但不包括持家者）

23 日校學生

24 在監獄者（但不包括工作人員）#

25 長期住院或接受護理者（但不包括工作人員）#

26 其他

# 除非你提供此等資料，否則大學未必能為你提供適當服務（例如：特別考試安排）。本校會聯絡有關機構盡量作出安排。

### 非本地申請人

申請人如：(1) 須申請學生簽證；(2) 持有「非本地畢業生留港/回港安排」(IANG) 簽證；或(3) 持有受養人簽證並在入境事務處處長簽發該簽證時已年滿 18 歲或以上會被視為非本地申請人。

備註：ACY B804F Advanced Taxation 不接受非本地申請人報讀。

## 3. 核對表

請確保已根據表格上的核對表提供所需文件。

## 4. 聲明

申請人必須簽署本表格及填寫日期。未附有申請人簽名的表格概不受理。申請人必須清楚「入學申請填表須知」所載關於「個人資料（私隱）聲明」的內容。

## 5. 重要事項

本校保留權利，可因應情況隨時更改所開辦的課程及修訂課程的內容。

### Personal Data (Privacy) Statement

You must provide the University with the personal data required by the application form so that the University may consider your application for admission. If you do not provide the data requested, the University may not be able to process your application. The University will keep such data confidential but may need to transfer it to third parties assisting the University in carrying out the admission exercise.

In the event that your application is successful, the personal data will be transferred to your student file established by the University and may also be transferred to third parties for the purposes of student and University administration.

You have the right to ascertain whether the University holds personal data on you, to obtain a copy of such personal data and to have any inaccuracies corrected. Data access requests should be made by using the Data Access Request Form OPS003, as specified by the Privacy Commissioner of Personal Data and addressed to the Data Protection Officer, Room A1111, Hong Kong Metropolitan University, Ho Man Tin, Kowloon

### 個人資料（私隱）聲明

你必須提供入學申請表所需的資料，以便大學處理你的入學申請。若未能提供所需資料，本校可能無法處理你的申請。本校會將該等資料保密，但在需要時，會將資料交予協助大學處理入學申請的人士或機構。

如你獲取錄入學，你的個人資料將被轉移至大學為你開設的學生檔案中，用於學生及大學的行政管理用途。在需要時，本校會將你的個人資料交予協助大學處理學生及大學管理用途的人士或機構。

你有權查證本校是否有你的個人資料，索取該等資料的副本，以及更改任何不正確的個人資料。若要查閱個人資料，你必須先填妥由個人資料私隱專員指定的查閱資料要求表格 OPS003。填妥後，請將表格寄回九龍何文田香港都會大學 A1111 室保障資料主任收。