香港浸會大學持續教育學院
SCHOOL OF CONTINUING EDUCATION
HONG KONG BAPTIST UNIVERSITY

SCE-AF-002 (09/2021)

Application for Admission
入學申請表

Please refer to the Programme Information and Admission Information on our School Website before completing this form.
Please complete this form in BLOCK LETTERS.
填寫此申請表前，請詳閱學院網頁中相關的課程內容及報名須知。
請用正楷填寫此表格。

For office use only
Application No.:
Fee Received: HK$
Receipt No.:

(請在適當空格加 ✓ 號)

Programme Code 課程編號	Class 組別 (if applicable 如適用)	Programme Name 課程名稱
CP0312	2027年春季	幼稚園校長證書課程 (中文授課)

I. PERSONAL PARTICULARS 個人資料

+*Please print as on HKID Card. 請參照香港身份證填寫。*

Surname 姓 (英文)+ : _____ Other Names 名 (英文)+ : _____

Chinese Name 中文姓名+ : _____ HKID No. 香港身份證號碼 : _____ ( )

Chinese Name in code+ 中文姓名電碼 : _____ _____ _____ _____

Date of Birth (dd/mm/yy) 出生日期 (日/月/年) : ____/____/____ Gender 性別 : _____ (M男 / F女)

Telephone 聯絡電話 : _____ (Mobile 手機) _____ (Office 辦公室) _____ (Home 住宅)

Email Address 電郵地址 : _____

Affix a photo here (for producing the Student Card)
請貼上相片 (印製學生證用途)

Correspondence Address 通訊地址 : Flat 室 _____ Floor 樓 _____ Block 座 _____

Name of Building, Estate, Street and District in English 大廈、屋苑、街道及區域英文名稱 _____

_____

_____

☐ Hong Kong 香港 ☐ Kowloon 九龍 ☐ New Territories 新界

Equal Opportunities for Learning 平等學習機會:

The School offers equal opportunities to all applicants with or without disabilities. To enable us to meet the needs of all students, you are encouraged to indicate in this form whether you require any special assistance for learning or examination. The School may approach you to obtain further details.
學院提倡平等學習機會予所有人士。為了配合學生的需要，請在此申請表上說明你是否在學習或考試方面需要特殊安排。如有需要，學院將與你聯絡以了解更多相關資料。

Special educational arrangement needed 是否需要特殊學習安排: ☐ Yes 是 ☐ No 否

Please specify 請註明: _____

(Full Name of Applicant 申請人姓名: _____)

II. QUALIFICATIONS AND WORK EXPERIENCE 學歷及工作經驗

Please read the entry requirements for individual programme before completing this part. Copies of proof for relevant qualifications and work experience have to be attached.

填寫此部份前，請詳閱相關課程的入學要求。請附上有關學歷、專業資格及工作經驗的證明文件副本。

Academic Qualifications 學歷 (in chronological order 按先後次序排列)

Examination / Awarding Institution 考試 / 頒授機構	Subject / Academic Qualification 學科 / 學歷	Result / Grade 成績 / 等級	Date of Award 頒授日期 (mm/yy)

Professional Qualifications 專業資格 (in chronological order 按先後次序排列)

Awarding Institution 頒授機構	Professional Qualification 專業資格	Means of Attaining 獲取方法**	Year Conferred 頒授年份

** X: By Exam 考試, E: By Election 推選, S: By Subscription 註冊

(Full Name of Applicant 申請人姓名: _____)

Work Experience 工作經驗 (in chronological order 按先後次序排列)

Name of Company 機構名稱	Position 職位	Full Time / Part Time 全職 / 兼職	Date 日期	
			From 由 (mm/yy)	To 至 (mm/yy)

III. APPLICATION FOR CREDIT TRANSFER / COURSE EXEMPTION 申請學分轉移或豁免修讀

The School offers to applicants a system of credit transfer and course exemption:

1. Credit Transfer (TC) will only be granted to applicants who have completed or are currently studying the required courses offered by the School prior to admission to the programme. All applications are subject to the School's approval.
2. Applicants possessing demonstrated competence equivalent to the learning outcomes of the course to be studied may apply for course exemption (EX). Certificates, transcripts and course syllabuses must be attached.

(For details, please refer to relevant part of Admission Information.)

學院備有一套學分轉移及豁免修讀的制度，供有意者申請：

1. 學院可追認申請人於本院修畢或現正修讀之有關科目，惟申請人必須於此申報。若經批准，此等科目將獲學分轉移 (TC)。
2. 申請人如已具備有關科目之學術水平，可申請豁免修讀該科目(EX)。申請人必須附上證書、成績單及課程綱要的證明文件。

(詳情請參閱學院報名須知的相關內容。)

☐ I wish to apply for credit transfer and/or exemption. (Please complete the table below)
我需要申請學分轉移及/或豁免修讀。(請於下表填寫資料)

☑ I do not need to apply for credit transfer and/or exemption. (Please go to Part IV Declaration)
我無需申請學分轉移及/或豁免修讀。(請到第IV部份聲明)

TC / EX 學分轉移 / 豁免修讀	SCE Course Code 本院科目編號	Course Title 科目名稱	Credential and Institution 學歷文件及簽發機構	Date of Award 證書頒授日期 (mm/yyyy)	Office Use		
					Approved		Signature and Remarks
					Yes	No	
Example 例 ~~TC~~ / EX	**ACT0075**	**Accounting for Executives**	**HKALE Principles of Accounts**	**07/2010**			
TC / EX		Not applicable	不適用				
TC / EX							
TC / EX							

IV. DECLARATION 聲明

Privacy Policy Statement and Personal Data Collection Statement 私隱政策聲明及收集個人資料聲明

1. The personal information collected in this application form will be used by the School and the University for:
   a. processing a candidate's application and will become part of his/her student record upon successful admission to the programme;
   b. sharing with appropriate parties and personnel of the University for administration, communication and other related purposes; and
   c. the promotion of, including but not limited to, the School's courses and programmes, activities, awards, scholarships, bursaries, special offers, privileges, other services as well as fundraising appeals.
2. Under the provision of the Personal Data (Privacy) Ordinance, applicants have rights to request for personal data access or correction. Requests can be made in writing via email scereg@hkbu.edu.hk. The School may charge a fee to cover the administrative cost.
3. For unsuccessful applications, all documents submitted together with the application form will be destroyed.
4. Collection of personal data adheres to the Privacy Policy Statement / Personal Information Collection Statement (PPS/PICS) of the Hong Kong Baptist University (the "University"). Please refer to https://www.hkbu.edu.hk/eng/about/privacy.jsp for access to the PPS/PICS.

1. 此申請表所填報的資料將被學院及大學用作處理以下各項：
   a. 申請人之入學申請，有關資料將於申請人被取錄後保存為學生個人檔案之一部份；
   b. 提供予大學有關的單位及人員，作行政、傳訊及其他相關之用途；及
   c. 與學院有關之推廣，包括但不限於課程、活動、獎項、獎學金、助學金、特別優惠、專享優惠、其他服務，及籌款活動。
2. 根據個人資料（私隱）條例，申請人有權查閱及更改其個人資料。如有需要，可透過電子郵件：scereg@hkbu.edu.hk向學院提出。學院有權就你的查閱資料要求，徵收合理的行政費用。
3. 如申請未被接納，所有提交的文件包括申請表格將會被銷毀。
4. 香港浸會大學（「大學」）會根據「私隱政策聲明及收集個人資料聲明」收集個人資料。有關詳情，請參閱 https://www.hkbu.edu.hk/eng/about/privacy.jsp（請選擇中文語言）。

☐ **If you do not wish to receive any promotional information as stated in point (1c) of this statement, please tick the box.**
如不欲接收此聲明第 (1c) 項所述的任何宣傳資料，請於空格加上 ✓ 號。

Applicant's Declaration 申請人聲明

1. The information given in support of this application is accurate and complete. I am aware that the School reserves the right to cancel the application at any time if the information given in this application is found untrue.
2. I understand that no switching of programmes is allowed once admitted.
3. I understand that the submitted application form and supporting documents are not returnable.
4. I have read the Admission Information for the programme I am applying for.
5. I have noted, understood and agreed to the contents of the Privacy Policy Statement and Personal Data Collection Statement.

1. 申請表內之資料皆屬實，本人明白若發現任何刻意隱瞞之事實，學院將保留取消此申請之權利。
2. 本人明白被取錄後，將不可轉換課程。
3. 本人明白所遞交之表格及有關證明文件將不予以退還。
4. 本人已詳閱所申請課程之報名須知。
5. 本人已細閱、明白並同意「私隱政策聲明及收集個人資料聲明」的內容。

_____ _____
Signature of Applicant 申請人簽署 Date 日期
(Full Name of Applicant 申請人姓名:_____)

V. SURVEY 問卷調查

Please provide the following information for statistical purpose of the School. 申請人請提供以下資料作學院的統計用途。

1. How did you learn about this programme? (You can choose more than one option)
   你如何獲悉此課程? (可作多項選擇)

☐ Booklet/Leaflet 小冊子/ 課程單張
☐ Newspaper 報紙 (Please specify 請註明 _____)
☐ Smartphone Advertisement 智能手機廣告
☐ Friends 朋友
☐ Prospectus 章程
☐ Online Advertisement 網上廣告
☐ SCE Website 學院網頁
☐ Others 其他 (Please specify 請註明 _____)

2. Which learning centre is your preferred venue? (Please indicate by putting "1", "2" and "3" for your 1st, 2nd and 3rd choice)
   你較喜歡於以下哪些教學中心上課? (請填寫"1", "2" 及 "3" 代表你的第一、二及三選擇)

☐ Kowloon Tong Campus Centre 九龍塘校園中心
☐ Kowloon East Centre 東九龍中心
☐ Tsimshatsui Centre 尖沙咀中心
☐ Wan Chai Centre 灣仔中心

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SCE-AF-002S (09/2013)

Application for Admission (Supplementary Form)
入學申請表 (附加表格)

CP0312 幼稚園校長證書課程（中文授課）（2027 年春季）

Name 姓名: _____ HKID No. 香港身份證號碼: _____

幼稚園教學經驗 (請填寫年資) ：_____ 年（請提交最少三年幼稚園教學經驗的證明文件）

現職學校或機構名稱 (請用英文填寫) ：_____

職位：_____（請提交現職證明書正本或其他相關現職證明文件之正本或副本）

資歷：

具備「幼兒教育深造文憑」(PGDECE) 資歷	❑ 是（請同時附上深造文憑及學士學位證書副本）	❑ 否
具備「幼兒教育學士學位」(BEdECE) 或同等認可資歷	❑ 是（請附上證書副本）	❑ 否
具備「幼兒教育證書」(C(ECE)) 或同等認可資歷	❑ 是（請附上證書副本）	❑ 否
具備「合格幼稚園教師」(QKT) 或同等認可資歷	❑ 是（請附上證書副本）	❑ 否
具備「幼兒工作員」(CCW) 或同等認可資歷	❑ 是（請附上證書副本）	❑ 否
是否曾修讀本院幼兒教育課程？	❑ 是（學員編號：_____）	❑ 否

_____ _____

Signature of Applicant 申請人簽署 Date 日期

香港浸會大學持續教育學院

幼稚園校長證書課程

2027 年春季入學申請

現職證明書

致：香港浸會大學持續教育學院幼兒及基礎教育部

「幼稚園校長證書課程」課程組

茲證明申請人 _____（姓名）（身份證號碼：_____）

由 _____ 年 ___ 月起受聘於本校／本機構 _____

_____（學校／機構名稱），

其現任職位為 _____（職位名稱）。至今

天為止，上述申請人於本校／本機構，共有_____ 年 ___ 月幼稚園教學經驗。

學校／機構負責人簽署： _____ 姓名：_____

（請以正楷填寫）

學校／機構負責人職位： _____ 日期：_____

學校／機構蓋章 ： _____