青 年 會 專 業 書 院
YMCA College of Careers

全日制及兼讀制課程申請表格 (2021- 2022 學年)
Application Form for Full-time and Part-time Programmes (AY 2021 – 2022)

重要事項　IMPORTANT NOTES

1. 請於填寫此報名表格前，細閱背頁之『報名方法』
   Please read the "Notes for Application" before completing this form

2. 請以正楷填寫此表格
   Please complete this form in BLOCK LETTERS

3. 請呈交香港身份證副本、公開考試成績單副本、校內成績表副本及相關文件
   Please send copies of HKID card, public examination result(s), school report(s) and other supporting documents for this application.

I.　　報 讀 課 程　　PROGRAMME APPLIED

每位申請人最多可報讀三個課程，請於方格內填寫數字，以「1」為最優先，如第一志願不獲接納，入學申請將轉至第二至三志願作甄選

Each applicant may apply for up to 3 programmes.　Please fill in the numbers with「1」be your most preferable choice.　If you are not accepted to your fist choice programme, your application will be passed to the next programme for consideration.

課程	資歷架構
☐ 酒店及旅遊管理高級文憑 (全日制) Higher Diploma in Hotel and Tourism Management (FT) **SSSDP**	資歷架構 第四級課程
☐ 室內設計高級文憑 (全日制) Higher Diploma in Interior Design (FT)	
☐ 運動管理高等文憑 (全日制) Advanced Diploma in Sport Management (FT)	
☐ 款待學文憑 (國際廚藝及精品咖啡) (全日制) Diploma in Hospitality Studies (International Culinary Arts and Specialty Coffee) (FT)	資歷架構 第三級課程
☐ 酒店及旅遊業務營運文憑 (全日制) Diploma in Hotel and Holiday Business Operation (FT)	
☐ 室內設計文憑 (全日制) Diploma in Interior Design (FT)	
☐ 咖啡及廚藝基礎文憑 (全日制) Foundation Diploma in Coffee and Culinary Studies (FT) **NEW**	
☐ 創意設計基礎文憑 (全日制) Foundation Diploma in Creative Design (FT) **NEW**	
☐ 攝影與錄像製作基礎文憑 (全日制) Foundation Diploma in Photography and Videography Production (FT) **NEW**	

課程	資歷架構
☐ 視覺傳意專業文憑 (兼讀制) Professional Diploma in Visual Communication (FT)	資歷架構 第四級課程
☐ YM 360 計劃 (酒店及旅遊業務營運文憑) (兼讀制) YM Career 360 (Diploma in Hotel and Holiday Business Operation) (PT)	資歷架構 第三級課程

II.　　個 人 資 料 (請在以下適當的方格內加上 "✓" 號)　　PERSONAL PARTICULARS (please tick "✓" the appropriate boxes below)

中 文 姓 名	«中文姓名»
Name in English (Surname) (First Name)	«Name_in_English»
香港身份證號碼 HKID Nos.	«香港身份證號碼_HKID_Nos»
出 生 日 期 Date of Birth	«出生日期_Date_of_Birth»
性 別 Sex	«性別_Sex»
通 訊 地 址 Correspondence Address	«通訊地址_Correspondence_Address»
聯 系 電 話 Telephone	«聯系電話_Telephone» (住 宅) ＿＿＿＿＿ (手 電)
電 郵 E-mail	«電郵_Email»
專上課程電子預先報名平台申請號碼 (如適用) E-APP Application No. (if applicable)	

照片 Photo

請細閱背頁之 "本地及非本地學生的定義"
Please read the "Definition of Local and Non-local Students" on the next page carefully

閣下是　☐ 本地學生 Local Student
You are a　☐ 非本地學生 Non-local Student

III.　　緊 急 事 故 聯 絡 人　　EMERGENCY CONTACT PERSON

中 文 姓 名	
Name in English	
關 系 Relationship	職 業 Occupation
聯 系 電 話 Contact No.	(住 宅) ＿＿＿＿＿ (手 電)

IV. 學 歷 程 度 (請順序列出) EDUCATION LEVEL (in chronological order)

院校及課程名稱 Name of Institution and Programme	修讀期間 Period of Attendance		就讀程度 Level Attended	獲頒學歷 Qualifications Obtained	成績 GPA
	由 (From)	至 (To)			
«最近修讀學校名稱_SchoolCollege_Attending»	«入讀日期 _Entry_Date»		«學歷程度_Qualification»	«是否完成課程 _Completion_YesNo»	«成績 GPA»
«課程名稱_Programme_of_Study»					

V. 公 開 考 試 成 績 PUBLIC EXAMINATION RESULTS

香港中學文憑考試 (Hong Kong Diploma of Education Examination)

應考年份 Year of Attempt	核 心 科 目 Core Subjects			
	中國語文 Chinese Language	英國語文 English Language	數學 Mathematics	通識教育 Liberal Studies
«年份_Year»	«中國語文_Chinese_Language» 等級 (Level)	«英國語文_English_Language» 等級 (Level)	等級 (Level)	等級 (Level)

應考年份 Year of Attempt	選 修 科 目 Elective Subjects			應 用 學 習 科 目 Applied Learning Subjects	
	«選修科目名稱 _Name_of_Elective_Subject»	«選修科目名稱 _Name_of_Elective_Subject1»	«選修科目名稱 _Name_of_Elective_Subject2»		
«年份_Year»	«等級» 等級 (Level)	«等級 1» 等級 (Level)	«等級 2» 等級 (Level)	☐ 達標 Attained ☐ 達標並表現優異 Attained with Distinction	☐ 達標 Attained ☐ 達標並表現優異 Attained with Distinction

其他公開考試 (Other Public Examination) （考試名稱 (Name of Examination)：_____)

應考年份 Year of Attempt	科 目 及 成 績 Subjects & Results					
	科目 (Subject) «科目_Subject»	科目 (Subject) «科目_Subject1»	科目 (Subject) «科目_Subject2»	科目 (Subject) «科目_Subject3»	科目 (Subject) «科目_Subject4»	科目 (Subject) «科目_Subject5»
«年份_Year1»	«等級分數» 成績 (Grade/Mark)	«等級分數 1» 成績 (Grade/Mark)	«等級分數 2» 成績 (Grade/Mark)	«等級分數 3» 成績 (Grade/Mark)	«等級分數 4» 成績 (Grade/Mark)	«等級分數 5» 成績 (Grade/Mark)

VI. 工 作 經 驗 (請順序列出) WORK EXPERIENCE (in chronological order)

公 司 名 稱 Name of Company	職 位 Position Held	由 From	至 To	工 作 性 質 Job Nature

VII. 平 等 學 習 機 會 EQUAL OPPORTUNITIES FOR LEARNING

書院提倡平等學習機會。如果你在學習或考試上需要特殊安排，請在以下方格內加上 "✓" 號，以便書院聯絡你及了解你的需要。
The College offers equal opportunities to all applicants with or without disabilities. Please tick "✓" the appropriate boxes below if you require special assistance during your study. The College may contact you to obtain further details.

你是否需要特殊學習安排？ Are you an applicant with special learning needs?

☐ 否 No
☐ 是 Yes (請註明 Please specify：_____)

VIII. 聲 明 DECLARATION

1. 本人謹此聲明在此表格內所填寫的資料及附件中資料均屬真實，並無錯漏；並明白若填報之資料失實，本人之入學申請資格將被取消。
   I declare that all information provided in this form and the attached documents is accurate and complete. I understand that any misrepresentation will result in the disqualification of my application for admission.
2. 本人已細閱、明白並同意『報名須知』內的『收集個人資料聲明』內容。
   I have noted, understood and agreed to the contents of the "Personal Information Collection Statement (PICS)" stated in the "Notes for Application".
3. 本人明白所申請課程的修讀模式、課程認可及教學相關安排。
   I understand the learning mode, accreditation status and teaching arrangements of the programme applied.
4. 本人明白已繳交之費用，並不可**退回**或**轉讓**他人。
   I understand that all fee paid is neither refundable nor transferable under any circumstances.
5. 本人同意披露個人資料、與報讀課程相關的資料及記錄給予政府部門或機構，以作審查之用。
   I consent to the disclosure of my personal data, any other information and records in relation to the programme applied to government bureaux or relevant organizations for verification purposes.

簽署 Signature ：_____ 日期 Date ：_____

1. 你如何得悉本校的課程資料?（可作多項選擇）

Where did you know about the programme information? (You may choose more than one option)

☐ 課程概要 Prospectus   ☐ 書院網頁 / 電郵 Website / E-mail   ☐ 親友 / 朋友推介 Referrals

☐ 教育局網站 Concourse / E-APP   ☐ 講座 / 展覽 Seminars / Exhibition   ☐ 學友社 <出路指南>

☐ 社交媒體 Social Media   ☐ 互聯網廣告 Internet Advertisement   ☐ 手機廣告 Mobile Advertisement

☐ 報章 / 雜誌 Newspaper / Magazine：_____

2. 你慣常使用哪個網上搜尋器或瀏覽器作搜尋本校網址之用？（可作多項選擇）

Which search engine or web browser did you use to search our website? (You may choose more than one option)

☐ Chrome   ☐ Yahoo   ☐ Microsoft Edge

3. 你感興趣的課程範疇（可作多項選擇）

What area(s) are you interested in? (You may choose more than one option)

☐ 廚藝及餐飲 Culinary Arts   ☐ 設計及藝術 Design and Art   ☐ 航空發展

☐ 創新科技 Innovative Technology   ☐ 法律 Law   ☐ 休閒 Leisure

☐ 健康及生活 Health and Well-being   ☐ 康樂體育 Recreation and Sports   ☐ 資訊科技 Information Technology

☐ 其他，請註明 Others, please specify：_____

報名須知 / Notes for Application

報名程序 (Application Procedure)

1. 申請費用為港幣 150 元正。取錄與否，恕不退還。申請人最多可報讀三個課程，並按報讀志願排序。

   Non-refundable application fee is HK$150. Each applicant may apply for up to THREE programmes which should be listed according to your priority.

2. 報讀高級文憑的申請人，請注意以下事項：

   Applicants should take note of the followings before applying for the Higher Diploma programme:

   ✧ 申請人須於香港中學文憑考試中取得五科達第二級或以上 (其中包括中文及英文)；

   Applicants should obtain Level 2 or above in any 5 subjects (including Chinese Language and English Language) in the HKDSE；

   ✧ 申請人如於香港中學文憑考試中的應用學習科目（乙類科目）取得「達標」或「達標並表現優異」成績，其成績均等同於香港中學文憑考試科目中的「第二級」或「第三級」，而每位申請同學最多計算兩科應用學習科目。

   Applicants obtain an "Attained" and an "Attained with Distinction" in the HKDSE Applied Learning (ApL) subject (Category B subjects) are regarded as equivalent to "Level 2" and "Level 3" respectively. A maximum of two ApL subjects are counted for admission application.

   ✧ 二十一歲或以上及具備有關工作經驗學員可作個別考慮

   Mature applicants aged 21 or above with relevant work experience may also be considered.

3. 請填妥申請表格，夾附以下所需文件之副本，一併交予本校。本校或會要求申請人出示以上文件之正本以作核對。

   Please complete the application form and send copies of the following supporting documents to YMCA College of Careers. The College may request the applicant to present the true copy of the original documents for verification.

   ◆ 香港身份證　　　　　　　　　　　　　　Hong Kong Identity Card;
   ◆ 公開考試成績 (例如：如香港中學文憑考試)　Public examination results (For example, Hong Kong Diploma of Secondary Education Examination (HKDSE))
   ◆ 中五或中六校內成績表　　　　　　　　　School reports for S5 or S6
   ◆ 工作證明副本（如需要）　　　　　　　　A copy of reference letter (if needed)

本地及非本地學生的定義 Definition of Local and Non-local Students

4. 教育局就專上課程收生有關本地及非本地學生的定義如下：

   According to the Education Bureau (EDB), Local and Non-local Students, for the purpose of admission to post-secondary programmes, are defined as follows:

本地學生　Local Students	
LS1	香港永久性居民身份證 Hong Kong Permanent Identity Card
LS2	由香港特區入境事務處簽發享有香港特區的居留權 / 入境權之證明文件 Documents issued by the Immigration Department of the HKSAR showing right to land / right of abode in Hong Kong
LS3	中華人民共和國前往港澳通行證（單程證） One-way Permit for entry to Hong Kong
LS4	來港就業入境簽證 / 進入許可證 Full-time employment visa / work permit
LS5	受養人簽證 / 進入許可證（獲香港特區入境事務處簽發該簽證 / 進入許可證時未年滿 18 歲的學生） Dependant visa / entry permit (for students who were below 18 years old when they were issued with such visa / entry permit by the Immigration Department of the HKSAR)
LS6	優秀人才入境計劃（簽證 / 進入許可證） Visa / Entry permit for Quality Migrant Admission Scheme
LS7	資本投資者入境計劃（簽證 / 進入許可證） Visa / Entry permit for Capital Investment Entrant Scheme
LS8	輸入中國籍香港永久性居民第二代計劃（簽證 / 進入許可證） Visa / Entry permit for Admission Scheme for the Second Generation of Chinese Hong Kong Permanent Residents
LS9	無條件限制逗留（簽證） Visa label for unconditional stay

非本地學生　Non-local Students	
NLS1	學生簽證 / 進入許可證 Student visa / entry permit
NLS2	在非本地畢業生留港 / 回港就業安排下的簽證 / 進入許可證 Visa / Entry permit under the Immigration Arrangements for Non-local Graduates
NLS3	受養人簽證 / 進入許可證（獲香港特區入境事務處簽發該簽證 / 進入許可證時已年滿 18 歲的學生） Dependant visa / entry permit (for students who were 18 years old or above when they were issued with such visa / entry permit by the Immigration Department of the HKSAR)

**凡未持有以上 LS1 – LS9 所列證件的申請人均被視為非本地學生。Applicants who do not hold any of the documents in LS1 – LS9 above are defined as Non-local Students.

收集個人資料聲明 (Personal Information Collection Statement)

5. 青年會專業書院當遵守《香港個人資料（私隱）條例》的有關條文處理及保密同學的個人資料。本表格收集之個人資料將會用作入學申請、甄選、註冊、學生紀錄、課程推廣、工作轉介及相關用途。同學如申請政府津貼課程，其個人資料將會呈交予教育局、在職家庭及學生資助事務處學生資助處、持續進修基金辦事處、香港考試及評核局、香港學術及職業資歷評審局等部門作審查之用。如非獲得同學的同意或應法令要求，校方不會把同學的個人資料提供予任何外界單位。根據《香港個人資料（私隱）條例》，同學有權查閱和更正其提供的個人資料。如有需要查閱或更正，請電郵至 admission@coc.cymca.edu.hk 或傳真至 27409420 至本校。

   YMCA College of Careers is committed to full implementation and compliance with the relevant provisions of the Hong Kong Personal Data (Privacy) Ordinance in handling students' personal data. The data collected in this application form will be used for recruitment, processing, selection, student record, promotion, job referral, and related purposes. For several subsidized programmes, student information will be provided to the Education Bureau, the Student Finance Office of the Working Family and Student Financial Assistance Agency, the Office of the Continuing Education Fund, the Hong Kong Examinations and Assessment Authority and the Hong Kong Council for Accreditation of Academic and Vocational Qualifications for the verification purposes. The College will not disclose your personal information to any external parties unless your consent has been obtained or it is required to do so by law. Under the Hong Kong Personal Data (Privacy) Ordinance, a student has the right to request access to and correction of the personal data held by the College. If a student would like to check or update personal data, please send the request to admission@coc.cymca.edu.hk or by fax to 27409420.