

the programme(s) you enrolled, your graduation year, etc.) You always have the right to make subsequent changes on your choice of receiving further marketing materials by sending a written unsubscribe request (by email or by post) to the School at any time.

If you DO NOT WISH to receive our latest updates and promotional materials through the communication channels as stated above, including discounts and offers from time to time, please check this box. ☐

7. Under the provisions of the Personal Data (Privacy) Ordinance, applicants have the right to request the School to ascertain whether it holds your personal data, to be given a copy, and to apply for correction of the data, if deemed incorrect. Applications for access to personal data should be made by using a special request form and on payment of a fee. Such applications for access of information should be addressed to the Data Protection Officer, HKU SPACE. For general requests of personal data amendment, please fill out the “Application Form for Personal Data Amendment” and submit it to HKU SPACE.
8. For details on the School’s policy on personal data (privacy), please refer to the School Prospectus or Website.
9. HKU SPACE, being part of the University of Hong Kong, the Personal Information Collection Statement of the University also applies and can be accessed from
(<http://www.aal.hku.hk/admissions/documents/pics.pdf>)

Declaration

1. I declare that all information given in this application form and the attached documents are, to the best of my knowledge, accurate and complete.
2. I authorise the School to obtain, and the relevant authorities to release, any information about my qualifications and/or employment as required for my application.
3. I consent that if registered, I will conform to the Statutes and Regulations of the University and the rules of the School.
4. I have noted, understood and agree to the contents of the above notes, the Notes to Applicants, Statement on Collection of Personal Data and HKU SPACE policy on personal data (privacy).
5. I am fully aware that fees paid are non-refundable and non-transferable unless otherwise stated (see Note to Applicants 1).

Applicant’s Signature

Date



HKU SPACE
INTERNATIONAL COLLEGE
香港大學專業進修學院
國際學院

For office use only

For programme/team use only

Application Form
Postgraduate Programmes

Notes to Applicants

1. Please complete the form in BLOCK LETTERS with a black/blue pen.
2. Each applicant can choose up to two programmes. You are required to fill in the Programme Title (s) and Course Code(s), which can be found in the Checklist to Applicants.

Programme Selection

1 st Choice Programme Title

Course Code

- DP

(

CE68-

-00/

)

2 st Choice Programme Title

Course Code

- DP

(

CE68-

-00/

)

Personal Particulars

Please tick the appropriate box(es).

Title:

☐

Mr

☐

Mrs

☐

Ms

☐

Miss

Gender:

☐

Male

☐

Female

Name on HKID card or
Passport

Name in English

Name in Chinese

Date of Birth

Date

/

Month

/

Year

HKU SPACE
Student Number (if any)

HKID/Passport No.
(Holders of HKID card
must fill in their HKID No.)

(

)

Nationality

Permanent HK Resident

☐

Yes

☐

No

(If 'No', see Additional Notes to Non-local Applicants)

Correspondence Address

Room/Flat

Floor

Block

Building

Estate/Street/Road

District (e.g. Wanchai, Kwun Tong, Shatin)

Hong Kong Island

Kowloon

New Territories

Islands

Home Telephone No.

Mobile Phone No.

Email Address

Emergency Contact Person (In case of emergency, we may need to contact your family or friend. Please suggest.)

Contact Person

Phone No.

HKU SPACE Alumni

All enrolled students of HKU SPACE International College will automatically become a lifelong learner and hold a lifelong learner card upon their completion of studies and/or departure. This also entitles them to be an alumnus of HKU SPACE. If you DO NOT WISH to be an alumnus, please send your request to our alumni office at Room 602A, 6/F, 95 Queensway, United Centre, Admiralty, Hong Kong or via email at: alumni@hkuspace.hku.hk.

Application Fee

An application fee of HK\$150 (Short Courses and Postgraduate Diploma Programme) and HK\$300 (MA Media, Communications and Critical Practice and MA Arts and Cultural Enterprise) will be waived.

Sources to Know About IC Programmes

You may tick more than one option:

☐ IC website

☐ Information seminars

☐ HKU SPACE Learning Centres

☐ E-mails from HKU SPACE

☐ Direct mails

☐ Referral by IC graduates

☐ Others: _____

☐ HKU SPACE website

☐ Booth/Seminars at your campus

☐ MTR light boxes

☐ Search engines/e-Forums

☐ Newspaper ad: _____

☐ Referral by lecturers/teachers

☐ E-App

☐ Education exhibitions

☐ Bus shelters/Tram body

☐ Online ad: _____

☐ Magazine ad: _____

☐ Referral by family/relatives/friends

Notes to Applicants

- Fees paid are neither refundable nor transferable. However, if an applicant of undergraduate programmes obtains a UGC-funded place in a full-time degree programme from a UGC-funded institution in Hong Kong, IC will make full refund of the tuition fee paid upon request:
 - The request for refund must be made in writing to the Administrative Officer of IC before the commencement of the relevant programme.
 - The refund process may take up to two months after the submission of the written request.
 - The application fee is not refundable.
 - Where a refund is approved, fees paid by cash, EPS or cheque will normally be reimbursed by a cheque, and fees paid by credit card will normally be reimbursed to the payment cardholder's credit card account. Applicant will be asked to confirm the refund details in case the account payee and mailing address (for cheque refund) / cardholder (for credit card refund) is not the applicant himself.
- Receipts will be issued for fees paid but HKU SPACE will not be responsible for any loss of receipt sent by mail. The receipt(s) is not a guarantee that your application is successful.

Additional Notes to Non-local Applicants

To study in Hong Kong, all non-local applicants are required to obtain a student visa issued by the Immigration Department of the HKSAR Government, except for those admitted to Hong Kong as dependants, who do not need prior approval before taking up full-time and part-time studies. Non-local applicants issued with a valid employment visa also do not need prior approval to pursue part-time studies. It is the responsibility of individual applicants to make appropriate visa arrangements. Admission to an academic programme/course at HKU SPACE International College does not guarantee the issue of a student visa. Applicants may wish to note that part-time courses are generally not considered by the Immigration Department for visa purposes except for self-financed, part-time locally accredited taught postgraduate programmes awarded within the HKU system through HKU SPACE.

Statement on Collection of Personal Data

- It is necessary for applicants to supply their personal data and to provide all the information requested in the application documents, as otherwise the School may be unable to process and consider their applications.
- The personal data provided in this form will be used for processing your application for admission, and for registration, academic and administrative communication, alumni management and contacts, research, statistical and marketing (including direct marketing) purposes. The data will be solely handled by HKU SPACE staff but may be transferred to an authorised third party providing services to the School in relation to the above purposes and prescribed purposes as allowed by the law from time to time.
- When the processing and consideration of all the applications for a particular programme have been completed: (a) the application papers of unsuccessful candidates will be destroyed (if you have indicated to receive our promotional materials in Paragraph 6 then your contact details and related papers would be retained for such purposes); and (b) the application papers of successful candidates will serve as part of the applicant's official student records and will be handled by HKU SPACE staff or by staff of an authorised third party providing services to the School in relation to the stated purposes. In all such circumstances, please be assured that any personal information you supply will be kept strictly confidential.
- Upon enrolment, applicants will be required to submit a recent colour photo for student identification purpose.
- The School will send urgent messages to students via Short Message Services (SMS) and supplement by other means such as email (if the need arises). It is therefore important that the mobile phone number and email address that the applicant provides are accurate. Any change should be reported to the School immediately. Those who have genuine difficulty in receiving urgent messages via SMS should contact the programme teams for separate arrangements.

Use of Personal Data related to Direct Marketing

- From time to time, the School will send the latest updates and promotional materials to applicants/students and alumni on the availability of the programmes and courses. This will also include seminars and events, discounts and offers, clinics and other services as well as the alumni events, privileges, networking opportunities and fund-raising initiatives. Occasionally information from our parent University and fellow HKU subsidiaries may also be sent. Various communication channels will be employed such as directmail, email, mobile phone and other forms of social media, by using your personal data (including, but without limitation to, your name, contact details and other information collected in your profile such as