



# 香港資優教育學苑

## The Hong Kong Academy for Gifted Education

### Authorisation Form for Collection of Certificate 代領證書授權書

Please complete this Authorisation Form and attach a photocopy of the certificate collection notification email or of your HKID card for identification purpose if you wish to authorise someone to collect your certificate on your behalf. Please read the Arrangements for Collection of Certificate before filling in the form.

學員如需授權他人代領證書，請填寫此「代領證書授權書」，並提供領取證書通知電郵或本身的身分證副本，以確認身份。填寫此表格前，請參閱「領取證書安排」。

#### **Personal Information 個人資料**

Student Member's Name 學員姓名：(in BLOCK letters as printed on HKID card) (以正楷填寫並須與香港身份證相符)

English: \_\_\_\_\_ 中文：\_\_\_\_\_

Student Member No. 學員編號：\_\_\_\_\_

Email Address 電郵地址：\_\_\_\_\_

Contact No. 聯絡電話：\_\_\_\_\_

Programme Title 課程名稱：\_\_\_\_\_

#### **Personal Information of Authorised Person 代領人資料**

Name of Authorised Person 代領人姓名：(in BLOCK letters as printed on HKID card) (以正楷填寫並須與香港身份證相符)

English: \_\_\_\_\_ 中文：\_\_\_\_\_

HKID card No. 香港身份證號碼：\_\_\_\_\_

(The authorised person must present his/her HKID card for verification when collecting the certificate.) (代領人領取證書時須出示香港身份證，以供核實之用。)

**To: The Hong Kong Academy for Gifted Education**

**I am unable to collect my certificate in person and hereby authorise the person named above to collect it on my behalf. I understand that the Hong Kong Academy for Gifted Education accepts no responsibility for any loss or damage of the certificate during collection.**

致：香港資優教育學苑

本人未能親自領取證書，現授權上述人士代領。本人明白倘證書於領取過程中遺失或損毀，資優學苑恕不負責。

Student Member's Signature 學員簽署：\_\_\_\_\_

Date 日期：\_\_\_\_\_

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#### **(For internal use only)**

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

The personal data of the student member and the authorised person will be used for collection of certificate and related record purpose only.

學員及代領人之個人資料只作領取證書及有關記錄用途。