



HONG KONG SPANISH INSTITUTE

Unit 1302, 13/F, 108 Electric Road, Tin Hau, Hong Kong
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STUDENT REGISTRATION FORM

Please kindly use BLOCK letters to fill out the registration form clearly in English. 請以英文正楷填寫

PERSONAL PARTICULARS 個人資料:

Student Name 姓名: (English) _____ (中文) _____ Gender 性別 M / F

HKID Card/Passport No. 身份證/護照號碼: _____ () Date of Birth 出生日期 ____ / ____ / ____ (DD/MM/YYYY)

Correspondence Address 地址: _____

Telephone: 手提(Mobile): _____ 住宅(Home): _____

E-mail: _____

Please fill out this section only if the student is under 16 years of age

如報名人年齡未滿 16 歲，請填此欄

Parent's or Guardian's information: 家長/監護人資料

Name 姓名: _____ Relationship 關係: _____

Correspondence Address 地址: _____

Telephone: 手提(Mobile): _____ 住宅 (Home): _____

E-mail 電郵地址: _____

Emergency contact 緊急聯絡人 (in case the parent cannot be reached):

Name 姓名: _____ Relationship 關係: _____

Contact No.: 手提(Mobile): _____ 住宅(Home): _____

Student special health's conditions, if any (e.g. medications, allergies):

如有任何特殊健康相關狀況，請列明 (e.g. 藥物過敏): _____

(please mark "✓" as appropriate):

Education 學歷:

Kindergarten, primary or secondary school attending:
現正就讀的幼稚園，小學或中學 _____

For adults: - Highest education attained

____ Secondary or below
____ 中學或以下

____ Form 5 or equivalent
____ 中五或同等學歷

____ Form 6, 7 or equivalent
____ 中六、七或同等學歷

____ Diploma/ Certificate
____ 文憑

____ Associate Degree
____ 副學士

____ Bachelors' Degree
____ 學士

____ Master's Degree
____ 碩士

____ Doctoral Degree
____ 博士

____ Postgraduate-Diploma/Certificate
____ 學士後文憑

Spanish knowledge:

- Learned Spanish for _____ years _____ months

- Level of Spanish proficiency achieved: **DELE:** A1 A2 B1 B2

GCSE: _____ 1 year _____ 2 years _____ 3 years

OTHERS: _____

Where did you hear from us?

Website Facebook Online search
____ Family/friends ____ Flyers ____ Others: _____

INSTITUTE RULES:

- Payment must be made on submission of the application form and cheque should be made payable to "THE HONG KONG SPANISH INSTITUTE LIMITED". Please do not send cash by post.
- No refunds will be given after courses start, and for non-attendance or cancellations. In case of illness of the teacher, a substitute teacher will be provided.
- For group classes, **no refund or make-up class** will be arranged due to absence for any reason of the student.
- Course fee and allocation of places are **not refundable nor transferable**, unless the application is not successful.
- Hong Kong Spanish Institute reserves the right to change course details, such as date, time, venue, and instructor at their discretion and to cancel courses in case of insufficient enrolment as well as not to admit a student at their discretion.
- In the case of a typhoon signal 8 or above, or a black rain warning signal, all classes will be cancelled until the signal / warning has been lowered. In the case of typhoon 3 or a red rain warning, please call the centre and we will advise you on whether the lesson will still be in place.

Personal Information Collection Statement: The personal information you provide us is only for Hong Kong Spanish Institute in courses related and administrative needs and purposes. After the course ends, we will not keep hold of your personal information and it will be destroyed. Under the "Personal Data (Privacy) Ordinance", you have the right to request access to and correction of your personal information held by us.

I hereby confirm that the information given in this application is accurate and complete, and have noted understood and agreed the contents of the NOTES and the policy on Personal data privacy.

Signature of student/parent/guardian: _____ Date: _____ (DD/MM/YYYY)