

Study Tour Enrolment Form

Applicants should fill in all details in block letters and fax to (852) 2770 3230 or e-mail to training@ced.edu.hk

Study Tour Name / Code			
Name in English: (MUST be the same as shown in passport)		PHOTO	
Name in Chinese (if applicable): (Dr / Ir / Mr / Mrs / Ms *)			
Company Name			
Position			
Company Address			
Tel (Office)	Tel (Mobile)		
Email			
Passport Type **	<input type="checkbox"/> HKSAR <input type="checkbox"/> Others, please specify:		
Passport Number:		Program Fee	
Emergency Contact	Name (Mr/Ms)	Relation	Tel
Special arrangement (if any), e.g. vegetarian food			
Remarks: * Delete whichever inappropriate **Please put a "✓" in the box as appropriated			

Declaration:

1. I agree that the information provided above, will be used to process my application to participate in the overseas training course, such information may be provided to the local and national agencies, institutions or other relevant organizers.
2. I declare that all information provided in this enrolment form and the accompanying documents are, to the best of my knowledge, true, accurate and complete. I have read and accepted all the terms and conditions of this study mission.
3. I object to the proposed use of my personal data including, without limitation, name, age, gender, phone number, fax number, job title, member status, payment details including credit card information (where applicable), academic and professional qualification, correspondence address and email address ("Personal Data") for the purpose of sending me information relating to CED SCHOOL OF BUSINESS's latest developments, industry support services, consultancy services, training courses and related events, and other marketing activities as may be organized by CED SCHOOL OF BUSINESS. Please put a "✓" in the box as appropriate.

Signature: _____ Date: _____

Important Note

1. Personal Data collected will be used for processing your application for admission, registration, academic, administrative, research and statistical purposes and will also be used for marketing purposes, specifically for the purpose of sending you information relating to CED SCHOOL OF BUSINESS's latest developments, industry support services, consultancy services, events and training courses. Personal Data will be treated in strict confidence. Unless otherwise agreed by you, Personal Data will not be transferred to any third parties. CED SCHOOL OF BUSINESS implements a policy governing the collection, use and retention of Personal Data, which is made available at the enrolment counter. You may also contact Personal Data Controlling Officer of CED SCHOOL OF BUSINESS for further details.
2. The dates and itinerary of the course may be subject to change without prior notice. CED SCHOOL OF BUSINESS reserves the right to use alternative accommodation, tours and transport to those stated in the course's promotional leaflets.
3. Applicants are encouraged to pay by cheques, if possible, amount received will be imprinted. Cheques are subject to bank clearance.
4. Enrolment fee (in full or in part) is not refundable except if CED SCHOOL OF BUSINESS is notified in writing of your withdrawal at least 30 working days before the study mission commences. A handling charge of HK\$2,000 will also be levied.
5. CED SCHOOL OF BUSINESS reserves the right to reject any application in any circumstances and for whatever reasons. Payment of fees should only be construed as conditional acceptance of application.
6. Please refer the terms and conditions page