



## 綜合調解員資歷評核技巧工作坊

## Preparatory Workshop for Mediator Accreditation Assessment

### 報名表格 Enrolment Form

工作坊編號 Preparation Course code :  PC-20150308 (日期 Date: 8/3/2015)  
(請在適當的  內填上「✓」)  PC-20150517 (日期 Date: 17/5/2015)  
Please tick as appropriate)  PC-20150712 (日期 Date: 12/7/2015)

時間 Time: 09:00 – 19:00  
時間 Time: 09:00 – 19:00  
時間 Time: 09:00 – 19:00

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

香港身份證號碼 HKID Card No: \_\_\_\_\_ ( )

稱謂 Title:  先生 Mr  小姐 Miss  太太 Mrs  女士 Ms 中文姓名 Name in Chinese: \_\_\_\_\_

英文姓名 Name in English: 姓氏 Surname: \_\_\_\_\_ 名字 First Name: \_\_\_\_\_

(中英文姓名必須與香港身份證相同 Both Chinese and English name must be the same as shown on HK ID card)

生日日期(月/年) Date of Birth (mm/yy): \_\_\_\_\_

職業 Occupation: \_\_\_\_\_ 工作機構 Name of Employer: \_\_\_\_\_

聯絡電話 Contact No.: 手提 Mobile: \_\_\_\_\_ 住宅 Home: \_\_\_\_\_ 辦公室 Office: \_\_\_\_\_

電郵 E-mail: \_\_\_\_\_

通訊地址 Correspondence Address: \_\_\_\_\_

請在適當的  內填上「✓」 Please tick as appropriate

已完成由香港和解中心舉辦或合辦之 40 小時綜合調解員培訓課程 (學費 Fee: 港幣\$2,500)

<input type="checkbox"/> HKMC 香港和解中心	<input type="checkbox"/> LUA 香港人壽保險從業員協會	<input type="checkbox"/> SPEED 香港理工大學專業進修學院
<input type="checkbox"/> St James 聖雅各福群會	<input type="checkbox"/> LIFE 嶺南大學持續進修學院	<input type="checkbox"/> Samaritan Befrienders 香港撒瑪利亞防止自殺會
<input type="checkbox"/> BGCA 小童群益會	<input type="checkbox"/> CUSCS 香港中文大學專業進修學院	<input type="checkbox"/> Others: (Please specify) _____

於其他機構完成“調評會”認可的 40 小時綜合調解員培訓課程 (學費 Fee: 港幣\$3,000)

機構名稱 Name of Course Provider: \_\_\_\_\_

請填妥表格連同課程證書副本及支票(支票付款抬頭請寫香港和解中心)，寄回：

香港和解中心

香港灣仔軒尼詩道 245-251 號守時商業大廈 21 樓

Please complete and send this application form together with a cheque made payable to “Hong Kong Mediation Centre Ltd.” to:  
Hong Kong Mediation Centre

21/F, Success Commercial Building, 245-251 Hennessy Road, Wan Chai, Hong Kong.

\*\*如欲報讀 2015 年 7 月 12 日的綜合調解員資歷評核技巧工作坊，支票日期請填寫開課前一個月(例如：報讀 2015 年 7 月 12 日，支票日期請填寫 2015 年 6 月 13 日)。

\*\*If you are interested in applying the exam preparation course dated 12 July, please date the cheque one month before the course date (e.g. if apply for 12 July 2015, please date the cheque as 13 June 2015).

## 注意事項 IMPORTANT NOTES

1. 除非因課程額滿或取消，學員所繳學費將不獲退回。學員不論上課與否，已繳學費，恕不退還。Regardless of whether applicants have attended classes or not, fees paid are not refundable unless the enrolled course is full or cancelled.
2. 若報名人數不足或在特殊情況下，本中心有權取消該課程，並於有需要時更改任何原定課程之導師、上課時間及地點。HKMC reserves the right to cancel the course due to insufficient enrolment or other unforeseen reasons, and make alteration regarding trainers, class locations and class schedules if necessary.
3. 如有任何爭議，香港和解中心保留最終決定權。In case of disputes, Hong Kong Mediation Centre reserves the right to make final decision.

## 個人資料收集聲明 Personal Information Collection Statement

1. 本申請表內之有關個人資料將供作為處理報讀課程申請事宜之用，但若你未能提供有關資料，我們可能因此不能處理你的報名及與你聯絡。如申請者不獲取錄，本中心將於 3 個月內銷毀一切有關個人資料。Personal data provided in this application form will solely be used for the admission process. However, failure to provide such data may make it impossible to process your registration and communicate with you. All such data will be destroyed within 3 months should the application be unsuccessful.
  2. 此報名表格內所提供的個人資料將供本中心職員向申請人推廣中心最新資訊，包括任何舉辦之活動、開辦之課程、各項優惠及服務。這些個人資料不會轉交予中心以外的機構作上述用途。The personal data provided in this form will be used by HKMC staff for delivering information including any events and functions to be held, courses to be organized, discount, benefit and services offers. This personal data will not be transferred to other external parties for purposes as stated above.
  3. 根據個人資料(私隱)條例，申請人有權查閱及更改其個人資料。申請人如須查閱或更改其個人資料，請向本中心提交書面申請。Under the provisions of the Personal Data (Privacy) Ordinance, applicants have the right to request access to and correction of their personal data. Applicants wishing to access or make corrections to their data should submit written requests to Hong Kong Mediation Centre.
- 如閣下不欲接收此聲明第二項所述的資訊，請於空格內填上「✓」號。If you do not wish to receive information as stated in point 2 of this statement, please indicate your objection by ticking the box.

## 申請人聲明 Applicant's Declaration

本人謹此聲明在此報名表格及隨附文件所載的資料均屬完整真確。本人已細閱、明白及同意「個人資料收集聲明」及「注意事項」I declare that all information provided in this enrolment form and the attached documents are accurate and complete. I have noted, understood and agreed to the contents of the Personal Information Collection Statement and "Important Notes".

簽名 Signature: \_\_\_\_\_

日期 Date: \_\_\_\_\_