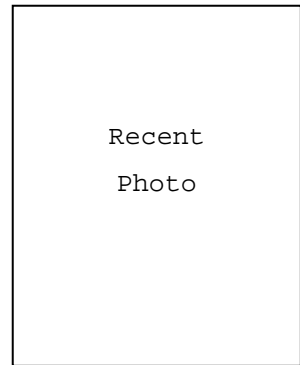




### Advanced Executive and Secretarial Administration Diploma Course

Name (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_  
 Date of Birth (d/m/y) \_\_\_\_ / \_\_\_\_ / \_\_\_\_ HKID No \_\_\_\_\_  
 Nationality \_\_\_\_\_ Religion \_\_\_\_\_ Church \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Tel (Home) \_\_\_\_\_ Tel (Mobile) \_\_\_\_\_  
 Guardian / Parent Name \_\_\_\_\_ Relation \_\_\_\_\_  
 Occupation \_\_\_\_\_



### Secondary Education

From (Month/Year)	To (Month/Year)	Name of School / Institute Attended	Highest Class

### Result of HKCEE

Subject	Eng Lang Syl. A/B	Chinese Language	Mathematics	Economics	Geography	History	Chinese History	Chinese Literature	Physic	Chemistry	Biology	Commerce	Computer Studies	Accounts	
Grade															
Year															
Year															

### Past Working Experiences

From (Month/Year)	To (Month/Year)	Position	Name of Company

I hereby declare that all the information provided in this application form is accurate and complete. I accept that this information will be used in the admission decision process. I authorize the school to use my data for statistical and research purpose. I understand that, upon my registration in the course, this data will become part of my student record, which will be used for academic and administrative purpose.

I am fully aware that fees paid are non-refundable.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Write your name and address in the box below, use **BLOCK LETTERS.**

妳從何處獲悉本課程？(可✓多項選擇)

- 1) 報章廣告：明報 星島 蘋果 東方 太陽
- 2) 學友社升學指南  3) 學友社網頁
- 4) 本校網頁  5) 課程資料傳單
- 6) 課程海報  7) 朋友/老師/親戚介紹
- 8) 其他：\_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_