



**英皇娛樂演藝創意學院**  
Emperor Entertainment Academy for Performing Arts

由本院填寫 For Office Use Only

取錄 Admitted     不取錄 Rejected     後補名單 Waiting list  
學生編號 Student No :

請以正楷填寫有關部份 Please complete all relevant parts in BLOCK LETTERS

**報名表 Application for Enrollment Form**

**Part I 報讀課程 Course Applied For**

課程名稱 Course Title	課程編號(由本院填寫) Course Code (For Office Use)	上課時間(由本院填寫) Course Time (For Office Use)
1	-	
2	-	

**Part II 個人資料 Personal Particulars**

(新生或需要更改個人資料之學生適用 Applicable to NEW student or CURRENT students who wish to update their personal information)

稱謂 Title     先生 Mr     小姐 Miss     太太 Mrs     女士 Ms

中文姓名 Name in Chinese \_\_\_\_\_  
(必須與香港身份證相同 Must be the same as shown on HKID card)

英文姓氏 Family Name \_\_\_\_\_ 英文名字 Given Name \_\_\_\_\_  
(必須與香港身份證相同 Must be the same as shown on HKID card)

出生日期 Date of Birth \_\_\_\_\_ 香港身份證 / 護照號碼 HKID / Passport No. \_\_\_\_\_  
日 Day    月 Month    年 Year

通訊地址 Correspondence Address \_\_\_\_\_  
室 Room / Flat    樓 Floor    座·大廈 Block / Building

屋苑·街道 Estate, Street / Road

地區 (如尖沙咀、沙田) District (e.g. Tsim Sha Tsui, Shatin)     香港 HK     九龍 KLN     新界 NT

住宅電話 Home Telephone \_\_\_\_\_ 辦公室電話 Office Telephone \_\_\_\_\_

手提電話 Mobile Telephone \_\_\_\_\_ 傳真號碼 Fax No. \_\_\_\_\_

必要時，本院會以電郵或電話短訊發出學院通告  
The Institute may send email or SMS message for emergency notice

電郵地址 Email Address \_\_\_\_\_

緊急聯絡人 Emergency Contact. \_\_\_\_\_ 聯絡電話 Telephone \_\_\_\_\_

教育程度 Education     小學 Primary     中學 Secondary     預科 Matriculation     大專 Post-secondary     大學 University     大學以上 Post-graduate

職業 Occupation \_\_\_\_\_ 專業資格 Professional Qualifications \_\_\_\_\_

語言能力 Language Skills     英文 English     中文 Chinese     普通話 Putonghua     日文 Japanese     法文 French     其他 (請註明) Others (please specify) \_\_\_\_\_

電腦知識及其他技能 Computer Knowledge and Other Skills

**Part III 其他 Others**

你從何處獲悉本課程? (可作多項選擇) How did you learn about the programme? (You may choose more than one option)

- 本院課程概覽 (請列明索取地點) : Prospectus (please specify point of collection) :     本院網頁 EAPA Website     課程講座 Information Session     學院電郵 EAPA Email     朋友推介 Referral by Friend
- 報章廣告 (請列明) : Printed Ad. (please specify) : \_\_\_\_\_     網頁搜尋器 Search Engines     展覽會 Exhibition     其他 (請列明) : Others (please specify) : \_\_\_\_\_

## Part IV 個人資料 (私隱) 條例的通知 Notice on Personal Data (Privacy) Ordinance

現根據個人資料 (私隱) 條例 (香港法例第 486 章) 通知你下列事項:

Notice to you regarding the Personal Data (Privacy) Ordinance (the "Ordinance") (Cap.486, Laws of Hong Kong):

- 1) 你所提供的個人資料將供本院作處理入學申請、註冊、學術、校友事務、研究、統計、市場分析、課程推廣及一切行政用途。只有英皇娛樂演藝創意學院(「本學院」)的職員才能處理有關資料,但亦可能會轉交為本學院提供有關服務的委託人處理,惟一切資料將會受到保密處理。  
The personal data collected about you will be used for processing your application for enrollment, registration, academic, alumni management, research, statistical, marketing purposes and all administrative purposes. The data will be solely handled by the staff of Emperor Entertainment Academy for Performing Arts ("the Academy") but may be transferred to an authorized third party providing services to the Academy in relation to the above purposes. In all such circumstances data will be treated in strict confidence.
- 2) 請將報名表、學費劃線支票(抬頭為「英皇娛樂演藝創意學院」)、身份證副本及其他有關證明文件副本郵寄或親自交回本院。本院不接受期票。如有退票,申請者須繳交退票罰款港幣30元正。  
Please send the Application for Enrollment Form, crossed cheque for tuition fee (payable to "EMPEROR ENTERTAINMENT ACADEMY FOR PERFORMING ARTS"), copy of HKID Card and copies of other supporting documents by mail or by hand to the Academy. Please note that post-dated cheque will not be accepted. A fee of HK\$30 will be charged for any bounced cheque.
- 3) 本院保留隨時更改原定課程 / 科目細則(如上課時間、地點、任教師、學費等)之權利。如報名人數不足,本院有權取消課程/科目。本院將會另行通知受影響的學員。  
The Academy reserves the right to make any necessary alteration to any programme / course (e.g., changes in teaching venues, time, instructors or tuition fee, etc.) without prior consultation. The Academy also reserves the right to cancel any programme / course if there is insufficient number of enrollments. All enrolled students affected will be given notice of any such changes.
- 4) 除報名不獲接納或課程 / 科目被取消的情況外,已繳學費恕不退還。  
Except for unsuccessful applications or cancellation of programme / course, all fees paid are not refundable.
- 5) a) 個人資料私隱政策 Data Privacy Policy Statement  
本學院會依照個人資料(私隱)條例(486章),確保員工在處理個人資料時會依循最嚴謹的保安及保密守則。  
The Academy respects personal data and is committed to full implementation and compliance with the data protection principles and all relevant provisions of the Personal Data (Privacy) Ordinance (Cap 486). In doing so, we will ensure that staff involved in handling personal data comply with the strictest standards of security and confidentiality.  
b) 收集個人資料之使用 Uses of personal data we collect  
本學院所收集之個人資料,在本學院及法律許可下,將用於行政、教學、研究、統計、課程推廣、校友會活動等用途上。例如,學員記錄、學術通訊及相關活動等。本學院只會在法律規定或得到閣下同意下,才會向外界提供個人資料。個人資料當用於研究及統計方面,將不會洩露個別人士的資料。此等資料亦可能以合約形式外判至其他機構處理。學員提供的個人資料如電郵,可能會用於與本學院通訊、課程推廣及校友會聯繫等用途上。學員隨時可向本學院申明是否願意繼續收到課程推廣信息。  
The personal data we collect will be used for the Academy administrative, academic, research, statistical, marketing, alumni activities and prescribed purposes as allowed by the Academy and the law from time to time. Examples are student records, academic communications and other incidental activities etc. The Academy will divulge personal information only if required by law or with your prior consent. However, data may also be used in aggregate form for research and statistical purposes and in such circumstances individual data will not be divulged. Such data may be used by other companies under contractual activities with the Academy for the above mentioned purposes. The personal data that you supply such as email addresses may be used for communication, promotion of new programmes and alumni contacts - but you always have the right to provide express consent on your choice of receiving further marketing materials.  
c) 查閱和改正個人資料的權利 Right of Access and Correction  
按個人資料(私隱)條例規定,個人有權要求查閱和改正其個人資料。倘若閣下希望查閱或改正收錄於本學院的個人資料,請以書面或電郵(privacy@eegmusic.com)方式向本學院查詢或提出有關要求。本學院會因應個別要求處理任何資料申請作出合理收費。  
Under the Personal Data (Privacy) Ordinance, individuals have the right to request access to and correction of their personal data. Should you wish to access or correct your personal information held by us, please send your enquiry or request to us by post or by email (privacy@eegmusic.com). The Academy may charge a reasonable fee for processing any data access request.  
d) 修訂個人資料私隱政策 Changes to the Data Privacy Policy Statement  
個人資料私隱政策內容將會定期更新,請定期查閱最新修訂的內容。中英文版本如有出入,將以英文版本為準。  
The Data Privacy Policy Statement may be updated from time to time so please check this statement periodically. In case of inconsistency between the English and Chinese version, the English version shall prevail.  
e) 查詢有關個人資料私隱 Data Protection Issues / Enquiries  
學員如有任何查詢,請與個人資料私隱主任聯絡。地址為香港灣仔軒尼詩道288號英皇集團中心28樓英皇娛樂演藝創意學院  
Issues / enquiries should be addressed to the Data Protection Officer the Academy at 28/F, Emperor Group Centre, 288 Hennessy Road, Wanchai, Hong Kong.

## Part V 聲明及授權 Declaration & Authorization

- 1) 本人聲明本報名表及隨附文件所載一切資料,依本人所知均為真確,並無遺漏。  
I declare that all information given in this Application for Enrollment Form and the attached documents (if any) are, to the best of my knowledge, accurate and complete.
- 2) 本人同意註冊入學後當遵守本學院實施的所有規章和規例。  
I consent that if registered, I will confirm to the Statutes and Regulations of the Academy for the time being in force.
- 3) 本人確認本人已閱讀並明白第四部以上述之「個人資料 (私隱) 條例的通知」。除非本人剔選以下方格以表示不同意本人的個人資料為直接促銷之目的而被使用,本人確認並同意根據以上有關個人資料(私隱)條例的通知為直接促銷之目的而使用及/或轉移本人的個人資料。  
I acknowledge and confirm that I have read and understood the Part IV "Notice on Personal Data (Privacy) Ordinance" as set out above. Unless I do not agree to the use of my personal data for direct marketing by ticking the box below, I acknowledge and consent to the use and/or transfer of my personal data for direct marketing as set out in the Part IV "Notice on Personal Data (Privacy) Ordinance".  
 本人不同意英皇將本人的個人資料使用及/或轉移作直接促銷之目的。  
I DO NOT agree Academy to use and/or transfer my personal data for direct marketing purposes.

簽名 \_\_\_\_\_ 日期 \_\_\_\_\_  
Signature : \_\_\_\_\_ Date : \_\_\_\_\_

### 由本學院填寫 For Office Use

<input type="checkbox"/> 以支票 / 本票支付 Paid by cheque / bankdraft 銀行名稱: _____ 支票號碼: _____ Bank Name: _____ Cheque No.: _____	學費已收 Tuition Fee Received : 1. _____ 2. _____ 合共 Total : _____	Verified by : _____ 日期 Date : _____
<input type="checkbox"/> 以信用卡分期支付, _____ 期 X HKD _____ = _____ Paid by credit card by _____ installment X HKD _____ = _____ 銀行名稱: _____ 信用卡號碼: _____ 到期日: _____ Bank Name: _____ Card No.: _____ Expiry Date: _____		Handled by : _____ 日期 Date : _____
<input type="checkbox"/> 以信用卡支付 Paid by credit card (VISA / MASTER) 銀行名稱: _____ 信用卡號碼: _____ 到期日: _____ Bank Name: _____ Card No.: _____ Expiry Date: _____		