

本局檔號：DSE/CR 3/2018

香港中學文憑考試  
2017/2018 年度考試通告第四號  
領取 2017 年考試證書

- 一. 請各與考學校委派職員於 **2017 年 10 月 23 日至 27 日** 期間，於辦公時間（星期一至五：上午 8 時 30 分至下午 5 時）攜同填妥本函附夾的領取單到本局修頓中心辦事處（地址：香港灣仔軒尼詩道 130 號修頓中心 12 樓）領取 2017 年香港中學文憑考試證書。
- 二. 證書依考生註冊編號次序排列，全試缺席或全部科目成績屬「不予評級」(Unclassified)／「未達標」(Unattained)／「未獲級別」(Ungraded)的考生不獲頒發證書。
- 三. 為方便校方記錄證書的派發情況，本局會為各校提供一份電腦印製的文件，內依考生註冊編號次序列出考生資料（**樣本一**），文件將連同證書交予校方。考生在領取證書時應在該文件上填上其證書的編號並在適當位置簽收。該文件由校方保存，不必交回本局。
- 四. 請校方盡早派發證書予考生，並通知各考生核對其證書上的個人資料（包括中、英文姓名及身分證明文件號碼）。如需作出更正，考生應盡早將證書及已填妥的申請更正表格（**樣本二**）交回本局辦事處處理。如委託他人辦理，受託人須提交考生的身分證明文件副本。凡於 2017 年 12 月 31 日或以前提出的更正申請，本局不收費；於 2018 年 1 月 1 日至 2018 年 3 月 31 日之間提出的更正申請，考生須繳交費用港幣 238 元。2018 年 3 月 31 日後，本局不接納更改證書上個人資料的申請。
- 五. 考生如遺失證書或要求在 2018 年 3 月 31 日以後更改個人資料，可向本局申請成績證明書。申請成績證明書的費用現時為每張港幣 471 元。
- 六. 如有考生未回校領取證書，學校須於領取下年度（即 2018 年）證書時將仍未認領的 2017 年證書交還本局。
- 七. 如有查詢，請聯絡陳靜霞小姐（電話：3628 8911）。

學校考試及評核部總經理 許婉清

2017 年 10 月 16 日

致：各與考學校校長

學校編號  
School Code

## 領取單 COLLECTION SLIP

(請於 2017 年 10 月 23 日至 27 日到考評局領取香港中學文憑考試證書)  
(Certificates to be collected **between 23 and 27 October 2017**)

致：香港考試及評核局學校考試及評核部經理  
To: Manager, School Examinations & Assessment Division, HKEAA

### 2017 年香港中學文憑考試 HONG KONG DIPLOMA OF SECONDARY EDUCATION EXAMINATION 2017

請將本校下列各項文件交給  
Please allow the bearer, Mr / Mrs / Ms  
school the following documents:

先生／女士帶回：  
to collect for my

2017 年香港中學文憑考試證書

certificates for the 2017 Hong Kong Diploma of Secondary Education Examination



校長簽署  
Signature of Principal:

學校名稱  
Name of School:

日期  
Date:

辦公時間：星期一至五：上午 8 時 30 分至下午 5 時

Office Hours: Monday to Friday: 8:30 am – 5:00 pm

地址：香港灣仔軒尼詩道 130 號修頓中心 12 樓

Address: 12/F, Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong

## Acknowledgement of Receipt of Certificates

樣 本 一
SPECIMEN 1

SCHOOL CODE: 30999

SCHOOL NAME: ABC College

REF.	CAND NO.	CAND NAME	CERTIFICATE SERIAL NO.	SIGNATURE	DATE OF RECEIPT
6A01	17[REDACTED]026	CHAN CHEUK YIN	-----	-----	-----
6A02	17[REDACTED]963	CHAN TSZ HEI	-----	-----	-----
6A03	17[REDACTED]366	CHEUNG HO CHUN	-----	-----	-----
6A04	17[REDACTED]312	CHOY KA HO	-----	-----	-----
6A05	17[REDACTED]369	HO CHEUNG MAN	-----	-----	-----
6A06	17[REDACTED]419	LAM MING HEI	-----	-----	-----
6A07	17[REDACTED]781	LEE CHEUK KAI	-----	-----	-----
6A08	17[REDACTED]709	MOK WAI LEUNG	-----	-----	-----
6A09	17[REDACTED]529	SO CHUN TING ANTHONY	-----	-----	-----
6A10	17[REDACTED]710	SO WAH TOU JEREMIAH	-----	-----	-----
6A11	17[REDACTED]951	TAM CHI SHUN	-----	-----	-----
6A12	17[REDACTED]880	TSE KWOK PO	-----	-----	-----
6A13	17[REDACTED]357	WONG ALBERT	-----	-----	-----
6A14	17[REDACTED]472	WONG LUNG SING	-----	-----	-----
6A15	17[REDACTED]001	WONG PAK CHUN	-----	-----	-----
6A16	17[REDACTED]672	WONG WAI HUNG	-----	-----	-----
6A17	17[REDACTED]942	WONG YAT FUNG	-----	-----	-----
6A18	17[REDACTED]092	XIE ZILIANG	-----	-----	-----
6A19	17[REDACTED]230	YEUNG TIK SHUN REGINALD	-----	-----	-----
6A20	17[REDACTED]592	CHUI SIU TSIN	-----	-----	-----
6A21	17[REDACTED]495	FUNG MAN YUK	-----	-----	-----
6A22	17[REDACTED]686	HO HIU MAN	-----	-----	-----
6A23	17[REDACTED]083	LAI HAU MEI	-----	-----	-----
6A24	17[REDACTED]284	LAI HEI TUNG	-----	-----	-----
6A25	17[REDACTED]045	LAM YAN CHING	-----	-----	-----

DSE

樣 本 二  
SPECIMEN 2

To: Manager, School Examinations and Assessment Division  
Hong Kong Examinations and Assessment Authority  
12/F, Southorn Centre  
130 Hennessy Road, Wan Chai  
Hong Kong

### Hong Kong Diploma of Secondary Education Examination 2017

#### Request for Amendment of Personal Data on the Certificate

(Amendment requests will NOT be accepted after 31 March 2018)

1. I found the following error(s) in respect of my personal particulars on the 2017 HKDSE certificate:  
(Please '√' as appropriate)

Name in English

Identification Document No.

Name in Chinese

#### Points to Note

- (1) *The original certificate must be returned.*
- (2) *Applicants are required to produce their identification document for inspection. If the application is submitted through an authorised person, a copy of the applicant's identification document should be produced for verification against the data listed below.*
- (3) *Amendment of personal data on a certificate will be made by the Authority free of charge if the request is received on or before 31 December 2017. For requests made between 1 January 2018 and 31 March 2018, a fee of \$238 will be charged. No amendment of personal data on a certificate will be accepted after 31 March 2018.*

2. I enclose my original certificate. Please make the following amendment(s) :

	Error Detected	Correct Information (in BLOCK Letters)
Name in English		
Name in Chinese		
Identification Document No.		

Address: \_\_\_\_\_ Signature: \_\_\_\_\_  
Name : \_\_\_\_\_  
(in BLOCK letters)

Tel. No.: \_\_\_\_\_

Date : \_\_\_\_\_ Candidate No. : \_\_\_\_\_

*For office use*

Handled by \_\_\_\_\_ Checked by \_\_\_\_\_



HONG KONG EXAMINATIONS AND ASSESSMENT AUTHORITY

HKDSE 2017 – Amendment of personal data on the certificate

DSE

The applicant will be notified of the date for the collection of the amended certificate  
around 16 January 2018 or two weeks after the submission of the form.

PLU 9814

2017CertificateAmendmentForm