

To 寄 :HKEAA (ABRSM Team)
3/F, 17 Tseuk Luk Street, San Po Kong, Kowloon
香港考試及評核局國際及專業考試部(皇家音樂組)
九龍新蒲崗爵祿街17號3樓
Fax 傳真: 3628 8792 / 3628 8791
Tel 電話: 3628 8787 / 3628 8721

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Note: All applications for rescheduling of examination will be acknowledged by post. Please contact us if you do not receive the acknowledgment one week after you have submitted the form. Due to factors like the lack of examiners and physical constraints of the examination venues, there can be **no guarantee** that applications for rescheduling will be successful.
注意: 本局收到考試改期申請後，將會以郵寄形式發出確認通知。若在遞交申請表後一星期仍未收到確認通知書，請與本局職員聯絡。由於考試時間編排極為緊湊，加上考官及場地供應等限制，本局**不能保證**所有改期申請必定成功。

ABRSM Practical Exams – August to Mid-November 2010
2010年8月至11月中 ABRSM 術科考試
Application for Rescheduling of Examination 考試改期申請

I wish to apply for rescheduling of my/my candidate's practical examination. A copy of the admission form is attached.
本人欲申請更改本人/本人考生的術科考試日期，現附上准考證副本。

Name of Candidate 考生姓名: _____ Candidate No. 考生編號: _____
Subject 科目: _____ Grade 級別: _____ Room No. 考試房號: _____ Interpreter 傳譯服務: Yes 有/ No 沒有
Date of Birth 出生日期: _____ Original Exam Date 原定考試日期: _____ Time 時間: _____
Reason (Supporting documents, if any) 原因(證明文件, 如適用): _____

Available Dates within this exam session (the more open the choices, the better the chance)
本季內可供考試日期(選擇彈性越大, 成功機會越高):

Examination Period 考試日期: **10 August 2010 – 13 November 2010** 考試日期: **2010年8月10日 - 2010年11月13日**

First Choice 第一選擇: From 由: _____ To 至: _____	Second Choice 第二選擇: From 由: _____ To 至: _____	Candidate is willing to be examined (Check if needed) 考生願意在以下情況下應考(如適用, 請加“√”號): <input type="checkbox"/> without interpreter 沒有傳譯員 <input type="checkbox"/> in any district 在任何地區應試
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I understood that 本人明白

- I shall pay a **supplementary fee of \$225** and return to the HKEAA the original admission form if the examination is rescheduled successfully. Fees paid are not refundable and are not transferable from one exam to another or from one candidate to another; 若考試日期成功地被更改，本人將繳交**二百二十五元正**的**考試改期費用**並將原先的准考證交回香港考試及評核局。費用一經繳交，將不獲退還，亦不得以之代替其他考試的報名費或他人的考試費；
- interpreter service will only be provided on certain days and candidates having interpreter service in their original exam appointments **may not** be provided with the service after rescheduling of appointments and that the interpreter service fee paid is not refundable and not transferable from one exam to another or from one candidate to another; 提供傳譯服務的日期有限，故已申請該項服務的考生，可能於考試日期更改後**不獲提供**該項服務，已繳交的傳譯服務費用將不獲退還，亦不得以之代付其他考試的報名費或他人的考試費；
- this application must be submitted at least 2 weeks before the original exam date; 此申請表必須在原定考試日期的最少兩星期前遞交；
- the HKEAA will try processing my application until four working days before the exam. If I do not hear from the HKEAA **latest** four working days before the original exam date, I must assume that my application for rescheduling is unsuccessful. I am/My candidate is then required to report to the exam centre according to the date and time originally specified on the admission form. If I wish the HKEAA to stop processing my application earlier than four working days before the exam, I will fill in 'Part e' below; 考評局將盡力處理考試改期申請直至原定考試前四個工作日。故若本人**最遲**在原定考試日期四個工作日前仍未接獲考評局通知，本人明白有關申請未能成功，本人/本人考生需依照准考證上的原定考試日期及時間到指定試場應考。若本人希望考評局能於更早時間停止處理有關申請，本人將填寫以下“e”部分；
- I would like the HKEAA to stop processing my application by (date) _____ (at least 4 working days before the original exam). 本人希望考評局於(日期) _____ (不得少於原定考期前四個工作日)停止處理此項改期申請。

Name of Applicant 申請人姓名: _____ Relationship with Candidate 與考生關係: _____
Address 地址: _____
Contact Tel. No. 聯絡電話號碼: _____ Fax No. 傳真號碼: _____ Email 電郵: _____
Signature 簽署: _____ Date 日期: _____

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R	FOR OFFICE USE ONLY 內部專用
New examination ctr, date & time 新考試場地、日期、時間	

Supplementary Fee 附加費	PLU 576	\$225
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Application Approved 申請獲批核

M-EA(IE)2 經理-考試行政 Date 日期

HONG KONG EXAMINATIONS AND ASSESSMENT AUTHORITY 香港考試及評核局
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Received the sum imprinted 已收取的總金額