

考試及報名日期一覽表 INFORMATION SHEET

考試日期及時間： 2010年10月21日晚上7時至9時
Examination Date/Time : 21 October 2010 (7:00 pm – 9:00 pm)

報名手續

報名地點： 九龍新蒲崗爵祿街17號3樓香港考試及評核局國際及專業考試部(1號櫃位)
(電話：3628 8711)

郵遞報名 (日期：2010年8月2日至13日)

考生將填妥的報名表連同下列文件一併郵寄至上述報名地點。

1. 考生的香港身份證或護照影印本(只供審核資料用,申請手續辦妥後,本局會將之銷毀);

2. 一個已貼郵票(郵資:\$2.2)及寫上考生姓名和地址的回郵信封,以便本局郵寄繳費單給考生。

倘考生於2010年8月23日仍未收到繳費單,必須在親身報名截止日期前,親身或委託他人重新遞交報名表。任何因郵遞延誤或遺失,而導致報名表未能在郵遞截止日期前寄抵報名地點,本局恕不負責。

親身或委託他人報名

(日期:2010年8月19日至30日;時間:星期一至星期五,上午8時30分至下午5時正;星期六,上午9時至正午12時正)

考生可親身或委託他人遞交填妥的報名表。如委託他人遞交報名表,須出示考生的身份證或護照影印本以供核對用。

網上報名(日期:2010年8月2日上午8時30分至9月2日下午5時正)

考生可在網上辦理報名手續(網址:<http://online.hkeaa.edu.hk>)。報名時必須提交考生的身份證的掃描圖像(以供核對用)及繳交考試費用。

Application Procedures

Registration Place: International and Professional Examinations Division, Hong Kong Examinations and Assessment Authority,
3/F, 17 Tseuk Luk Street, San Po Kong, Kowloon (Counter No.1)
(Telephone Number: 3628 8711)

Registration by Post (Date: 2 – 13 August 2010)

The completed application form together with the following should be mailed to the above registration place:

1. a photocopy of the candidate's Hong Kong Identity Card / Passport (for verification purpose only) which will be destroyed after the registration period;

2. a stamped (postage: \$2.2), self-addressed envelope for sending a demand note for payment of examination fee.

If a demand note is not received by 23 August 2010, the candidate should submit another application form in person or by a representative within the in-person registration period. The Authority cannot accept the responsibility for any delay/loss in mail service.

Registration in Person/by a Representative

(Date: 19 – 30 August 2010; Time: Monday to Friday, 8:30 am-5:00 pm; Saturday, 9:00 am-12:00 noon)

Candidates may submit a completed application form in person or by a representative. A photocopy of the candidate's Hong Kong Identity Card / Passport should also be submitted by the representative for verification purpose.

On-line Registration (Date: 2 August (8:30 am) – 2 September (5:00 pm) 2010)

Candidates may submit the registration on-line (website: <http://online.hkeaa.edu.hk>). He/She is required to provide an image file of his/her Hong Kong Identity Card (for verification purpose only) and settle the examination fee to complete the registration process.

考試費用

考生在辦妥報名手續後,將獲發給繳費單,考生須於指定日期內繳付考試費。逾期未繳考試費者,其報考申請將被取消。在特殊情況下,倘考生獲批准逾期繳費,除繳交應付的考試費外,另須繳交逾期附加費。所有考試費用一經繳付,概不退還,亦不可轉作其他用途。

Examination Fee

A demand note will be issued to individual candidate at the time of registration. Entry to the examination will be invalidated if payment of examination fee is not made on or before the date stipulated on the demand note. No late payment will normally be accepted. If under special circumstances a late payment is accepted, a supplementary fee will be charged in addition to the normal examination fee. Fees paid are not refundable or transferable in any circumstances.

逾期報名

在特殊情況下,本局可根據考生所提出的理由,考慮批准個別考生的逾期報考申請。如考生的申請獲批准,除繳交應付的考試費外,另須繳交逾期報考附加費。

Late Entry

Under special circumstances, the Authority may at its discretion admit a candidate after the closing date for entry on payment of a supplementary fee in addition to the normal examination fee.

考生個人資料

考生在報名表上填寫的個人資料,均為舉行本考試所必需。有關資料亦可能作以下用途:

1. 根據《電力(註冊)規例》5(2)(c)(ii)條,通知及證實考生成績;

2. 協助調查考試事故;

3. 以不記名及在不披露考生身份的方式,進行研究及分析。

查詢個人資料申請指引,請參閱香港考試及評核局網頁(www.hkeaa.edu.hk)。

Personal Particulars

All personal particulars entered on the application form are necessary for the conducting of examination. They may also be used for the following purposes:

1. Certifying and informing candidates' examination results in accordance with reg. 5 (2) (c) (ii) of the Electricity (Registration) Regulations;

2. assisting in the investigation of examination irregularities;

3. conducting research and analysis in an anonymous format.

For information about the application guide on data access requests, please refer to the HKEAA's web page (www.hkeaa.edu.hk) for details.