

考試名稱 Name of Examination	考試年度 Year of Examination
<input type="checkbox"/> 香港中學文憑考試 (由 2012 年起) Hong Kong Diploma of Secondary Education Examination (from 2012 onwards)	
<input type="checkbox"/> 香港中學會考 (由 1974-2011 年) <input type="checkbox"/> 香港英文中學會考 (1974 年以前) <input type="checkbox"/> 香港中文中學會考 (1974 年以前) Hong Kong Certificate of Education Examination (from 1974-2011) Hong Kong Certificate of Education Examination (English) (before 1974) Hong Kong Certificate of Education Examination (Chinese) (before 1974)	
<input type="checkbox"/> 香港高級程度會考 (由 1980-2013 年) Hong Kong Advanced Level Examination (from 1980-2013)	
<input type="checkbox"/> 香港高等程度會考 (由 1979-1992 年) Hong Kong Higher Level Examination (from 1979-1992)	
<input type="checkbox"/> 普通話水平測試 (由 1988-2013 年) (請參閱「 申請指引 」) <input type="checkbox"/> 譯寫測試 / <input type="checkbox"/> 聽力測試 / <input type="checkbox"/> 口試 <input type="checkbox"/> 普通話高級水平測試 (由 1990-2008 年)	<input type="checkbox"/> Test of Proficiency in Putonghua (from 1988-2013) (Please refer to ' Application Guide ') <input type="checkbox"/> Transcription Test / <input type="checkbox"/> Listening Test / <input type="checkbox"/> Oral Test <input type="checkbox"/> Test of Advanced Proficiency in Putonghua (from 1990-2008)

8. 考生編號 考生類別 自修生 學校考生 學校名稱
Candidate No.: _____ Type of Candidate: Private candidate School candidate Name of School: _____

9. 考獲成績 Results obtained:

科目 Subject								
等級 Grade								

10. 支票號碼 (如適用) Cheque No. (if applicable): _____

11. 領取方法 Collection Methods:

- (1) 證明信將於考評局收到申請後翌日起 **5 個工作日** 備妥, 考生可:
The certification letter will normally be ready after **5 working days** from the day after the application is received by the HKEAA. Applicant may:
- 親身前往考評局修頓中心辦事處領取 Collect the letter in person at the HKEAA Southorn Centre office
 - 授權代表前往考評局修頓中心辦事處領取 Authorise an agent to collect the letter at the HKEAA Southorn Centre office
 - 經郵寄收取 Receive the letter by mail (請預留約 3 個工作日的郵遞時間 Please allow about 3 working days for postal delivery)
 - * 普通郵件 by ordinary mail
 - * 掛號郵件 by registered mail
- (2) 考生可於考評局收到申請後翌日起 **3 個工作日** 到考評局修頓中心辦事處領取證明信
The applicant may collect the letter at the HKEAA Southorn Centre office **3 working days** after the application is received.
註: 必須親身/授權代表前往修頓中心辦事處遞交申請表, 並只限以**信用咭/八達通/易辦事/支付寶/微信支付/轉數快/現金**繳交費用。
Note: Must be submitted in person / through an authorised agent at the Southorn Centre office and paid by **credit card / Octopus / EPS / Alipay / WeChat Pay/ Faster Payment System (FPS) or cash.**

本人確認表格上所列的個人資料正確無誤, 並同意「申請指引」內所述的條件, 包括將個人資料整理作指定用途。
I confirm that the personal data given on this form are correct and agree to the conditions set forth in the 'Application Guide' including the collection of personal data for the purposes stated.

考生簽署 Signature of Candidate: _____ 日期 Date: _____

FOR OFFICE USE ONLY

Identification document(s) checked by: _____ Date: _____
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領取文件時專用 To be completed during collection :

本人收到上述的證明信 I acknowledge receipt of the certification letter.

*考生/獲授權人士簽署 Signature of Candidate/Authorised agent: _____ 日期 Date: _____

(*請刪去不適用者 Please delete where appropriate)

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查詢 Enquiries

地址 Address : 香港灣仔軒尼詩道 130 號修頓中心 12 樓 12/F Southorn Centre, 130 Hennessy Road, Wan Chai, Hong Kong

電話 Telephone : 3628 8860 電郵 Email : dse@hkeaa.edu.hk

傳真 Fax : 3628 8990 網址 Web Site : www.hkeaa.edu.hk

考生領取證明信的方法 Methods of collecting the certification letter	帶同本收據及領取時所需的文件 Production of this receipt with the documents listed below
親身領取 Collect in person :	• 考生有效的身分證明文件正本 The valid identification document of the candidate
授權代表領取 Collect through an authorised agent :	• 授權代表有效的身分證明文件正本 The valid identification document of the authorised agent • 考生有效的身分證明文件副本 A copy of the candidate's valid identification document • 考生簽署的授權書 An authorisation letter duly signed by the candidate
* 註: 本證明信已被領取, 並經考評局蓋印確認。 Note: The letter has been collected, this receipt was affixed and confirmed by HKEAA.	