

<b>費用（以每封證明信計算）</b>	<b>港幣\$192</b>		<b>Fee (for each copy of Certification Letter)</b>	<b>HK\$192</b>	
額外服務費費用（自由選擇）	掛號服務	港幣\$15.5	Fee for additional service (Optional)	Registered Mail	HK\$15.5

(iii) 考生在以下第 1 及 2 項\*提供的個人資料應與報考時的資料相同。Personal data provided in (1) and (2) \* below should be the same as those provided at the time of registering for the examination.

This option is **not applicable** to the certification document(s) of the **HKDSE**.

考生簽署 Signature of Candidate : \_\_\_\_\_ 日期 Date : \_\_\_\_\_

Postal Address (If your postal address is different from the correspondence address, please provide your postal address below.)

**listed on the back.** The candidate may collect the document in person or through an authorised agent at the HKEAA Southorn Centre office.

Received the sum imprinted

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

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

9.# 考獲成績 Results obtained:

科目 Subject								
等級 Grade								

# 考評局會根據考評局檔案紀錄核對所提供的考試資料及印發成績證明文件。如考評局檔案紀錄與申請人所提供的資料有任何差異或不一致，概以考評局檔案紀錄為準。Examination information provided will be verified against records in HKEAA archives which will be adopted for issuing the certification document(s). The records in HKEAA archives shall prevail in case of any discrepancy or inconsistency between the records in HKEAA archives and the information provided by the applicant.

10. 支票號碼 (只適用以郵寄或親身於考評局新蒲崗辦事處遞交申請及繳付費用之考生)  
Cheque No. (only applicable to those submit application form and settle fees by post or in person at the HKEAA San Po Kong office): \_\_\_\_\_

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／授權代表前往考評局修頓中心辦事處遞交申請表，並以下列其中一種方式繳付費用：**信用咭／八達通／易辦事／支付寶香港／微信支付／銀聯／轉數快**。

**Note:** Must be submitted in person / through an authorised agent at the Southorn Centre office and settled the fee via one of the following payment methods: **credit card / Octopus / EPS / AlipayHK / WeChat Pay / UnionPay / Faster Payment System (FPS)**.

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) and payment checked by: \_\_\_\_\_ Date: \_\_\_\_\_  
PLU 17 (DSE) PLU 18 (CE) PLU 19 (AL) PLU 20 (HL)

**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](mailto:dse@hkeaa.edu.hk)  
傳真 Fax: 3628 8990 網址 Web Site: [www.hkeaa.edu.hk](http://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 :	• 考生有效的身份證明文件正本 The valid identification document of the candidate
授權代表領取 Collect through an authorised agent :	• 授權代表有效的身份證明文件正本 The valid identification document of the authorised agent • 考生有效的身份證明文件副本 A copy of the candidate's valid identification document • 考生簽妥的授權書 An authorisation letter duly signed by the candidate
<p>* 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.</p>	