

Full-time Short Course in English

Application Form

Please read the Notes To Applicants and 《Personal Information Collection Statement》 before filling the form

Course Applied* (Please select one of the following courses and ✓ where appropriate)

* required field

Certificate in Metal Scaffolding (English)

Certificate in Welding (English)

Certificate in Plumbing & Pipe-fitting (English)

Name* _____

HKID NO.* _____ () Gender Male / Female

Date of Birth* (D/M/Y) _____

Education (Please ✓ where appropriate)

Primary

Secondary (please indicate S _____)

Tertiary or above

Studied in Hong Kong

Studied in Mainland China / Overseas

Contact No.* _____

Email _____

Residential Address* _____

Correspondence Address _____

(Please complete if it is different from residential address)

(Post office box address will not be accepted)

Remarks

1. Should duplicate application form be submitted, HKIC will automatically cancel the prior application form and will only handle the last-submitted application form without further notice;
2. HKIC also accepts photocopies of the application form and direct application via the internet;
3. Applicants are required to complete a more detailed application form during the admission interviews.

《Personal Information Collection Statement》

1. The information you provide to the Construction Industry Council or Hong Kong Institute of Construction ("the CIC or HKIC"), including any personal data as defined in the Personal Data (Privacy) Ordinance (the Ordinance), will be used solely for purposes related to the activities of the CIC or HKIC.
2. To keep you informed of CIC or HKIC activities and industry developments which may be of interest, the CIC or HKIC would like to use your personal data, including your name, phone number and correspondence and email addresses, to update you in relation to training courses, trade testing, registration, events and other aspects of its work and the construction industry.
3. The CIC or HKIC will not transfer your personal data to any third parties without your prior consent.
4. It is obligatory for you to supply the CIC or HKIC with complete information. The CIC or HKIC may be unable to process and/or consider your application if you do not provide complete information. You are free to decide whether you wish to receive such information. If you choose not to do so, please put a "✓" in the box below.
5. You are also entitled to request access to and correction of any errors in your personal data. If you wish to do so please write to the CIC or HKIC at 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon, Hong Kong.

I do not wish to receive any information from the CIC or HKIC in relation to its activities or developments in the construction industry.

Applicant's Signature _____ Date _____

Eligibility

- Aged 18 or above; and
- Able to communicate in English; and
- Applicants should be Hong Kong legal residents and are permitted to stay and work in Hong Kong;
- Individual course may have specific academic requirement.

How to Apply

Applicants can apply online through www.hkic.edu.hk or complete the attached application form and

- Send to CIC, 38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon; or
- By hand to any HKIC Campus or Hong Kong Construction Industry Trade Testing Centre; or
- Fax to 2100 9139

Applicant will generally receive a reply within 7 working days. HKIC will arrange interviews with eligible candidates.

Admission Criteria

- HKIC will conduct assessment according to the information provided in the application form by the applicant. Listed below are the factors and criteria for consideration in the assessment process:
 - a. Basic and priority admission conditions;
 - b. Comparison among applicants for the same course;
 - c. Performance during the interview or the test result for certain courses;
 - d. Desire for joining the construction industry.
- Priority will be given to applicants with recommendation and commitment to offer employment opportunities after completion of the course from employers in the construction or related industries.
- If the applicants may be required to receive a physical test / colour blind test before admission to assess whether they have the appropriate abilities to receive training, they must accept and pass the test.
- In general, HKIC will not accept application for any full-time course from student of full-time courses within one year after graduation. During assessment of application for re-admission, “employment intention” and “performance during training” are important considerations.
- HKIC may accept or reject any application in its absolute sole discretion and is not obliged to provide any reason(s) for accepting or rejecting any application.

Remarks

- Applicants should have appropriate abilities to distinguish colours, suitable conditions, and the ability to lift heavy loads manually. Those who are under long-term medication may require recommendation from a medical practitioner. (Should a student fail to catch up the curriculum, HKIC may request the student to withdraw from training.)
- HKIC may at its absolute discretion without notice at any time and under any circumstances withdraw or modify the provisions of any goods or services.
- Please refer to the “Notes to Applicants” for the updated admission information.
- The content of the programme may be updated from time to time, please visit www.hkic.edu.hk/eng/programmes before apply.

COVID-19 Vaccination Requirement and Other Pandemic Measures

- In view of the COVID-19 pandemic threat, commencing from 1 January 2022, all students of full-time courses must have two doses of COVID-19 Vaccination plus a lapse of 14 days, except those exempted on medical grounds (Specified Form). COVID-19 Negative test proof is required, every 14 days, for those exempted on medical grounds. Medical Certificate produced for vaccination requirement exemption is valid for three months only. Students must comply with the above vaccination and COVID-19 negative test requirements before they are allowed entry into CIC/HKIC premises for training and testing. For those who are required to produce a COVID-19 negative test proof, they must take the tests as approved by the HK Government.
- All persons are required to use the “LeaveHomeSafe” Mobile App (the App) to scan the venue QR code, complete a health declaration form, be subject to a body temperature check and wear a face mask before they are allowed to enter HKIC premises. Persons who are aged below 12 or aged 65 or above and those with disabilities that render use of the App difficult will be exempted from the above requirements. However, they will be required to complete a prescribed record form to register their personal information and present relevant identification documents for verification by the HKIC staff. Under the above arrangement, unwillingness to use the App will not be considered as justification for granting exemption.
- HKIC will review and update all anti-pandemic measures from time to time commensurate with the pandemic situation then prevailing. Visitors and students are requested to check the HKIC website for the latest information.

www.hkic.edu.hk

 2100 9000

 training@hkic.edu.hk

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