

報讀課程：建造工友(指定行業)安全訓練課程 (銀卡課程)

查詢熱線  
2100 9000

上課通知安排：學院將以電話短訊 SMS 通知上課安排，請留意手機短訊 SMS。如遞交申請表後兩個月仍未收到課程安排，請致電查詢。

課程安排(請在適當方格✓)

請選擇報讀其中一類工程	入學條件		
<input type="checkbox"/> 髹漆及裝飾工 (AS1) <input type="checkbox"/> 木模板工 (AS2) <input type="checkbox"/> 拆卸工(建築物) (AS3) <input type="checkbox"/> 水喉工 (AS4) <input type="checkbox"/> 鋼筋屈紮工 (AS5) <input type="checkbox"/> 批盪工、鋪瓦工 (AS6) <input type="checkbox"/> 竹棚工、金屬棚架工 (AS7) <input type="checkbox"/> 幕牆工 (AS9) <input type="checkbox"/> 升降機技工 (A10) <input type="checkbox"/> 隧道工 (A13) <input type="checkbox"/> 混凝土工 (A14)	1. 建造業或就讀建造業議會轄下的香港建造學院全日制課程的學生； 2. 必須為可在香港合法受僱人士，即 (i) 持有香港永久性居民身份證；或 (ii) 並無受制於任何禁止他在香港從事有薪或無薪僱傭工作的逗留條件的人士。		
	上課地點	上課時間	授課語言
	香港建造學院 葵涌院校 葵涌葵合街 7-11 號	一天課程 (0830-1630)	廣東話

個人資料 (請用正楷填寫及\*刪去不適用的選項)

姓名 (中文)：\_\_\_\_\_ (英文)：\_\_\_\_\_ 姓 名

如閣下年齡逾 70 歲，請在方格內加 '✓'，以便本學院作出適當的行政安排。

(按香港身份證或護照所示)

出生日期：\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日 年齡：\_\_\_\_\_ 性別：\_\_\_\_\_ \*香港身份證/護照號碼：\_\_\_\_\_ ( )

手提電話 (短訊通知上課資訊-請準確填寫)：\_\_\_\_\_ 電郵地址：\_\_\_\_\_

通訊地址：\_\_\_\_\_

現職公司/僱主名稱：\_\_\_\_\_ 公司電話(如有)：\_\_\_\_\_

學費 HK\$170 (申請表格須連同學費繳交)

Payment method 付款方式 (不接受現金支付)

八達通或信用卡付款(只限親身到本學院辦理)

「銀通」櫃員機

於貼有「繳費易」的「銀通」櫃員機

1) 選擇繳費服務

2) 選擇「商戶編號輸入」輸入商戶號碼"9170"

3) 賬單類別：輸入「01」

4) 賬戶/客戶號碼:8位數字，首6位號碼是你的香港身份證頭6個數字 + 尾2個數字是院校編碼"03"

5) 輸入總金額(港幣 170 元)注意:你必須於同一次繳費交易全數繳付所需之費用，以及每次只可繳付一名申請者的課程學費。)

6) 請保存自動櫃員機收據正本，並在背面寫上姓名、聯絡電話號碼及課程參考編號「ASWZ(Q)」，在開課當天交回學院；

副本需連同填妥的申請表電郵至 [KCCSafety@hkic.edu.hk](mailto:KCCSafety@hkic.edu.hk) 或 郵寄往以下地址：「九龍觀塘駿業街 56 號 中海日升中心 38 樓」

支票/本票號碼(只供公司使用)

Bank 銀行

支票或銀行本票抬頭請註明「香港建造學院」，並於支票 / 銀行本票背面寫上聯絡人、聯絡電話號碼及課程參考編號「ASWZ(Q)」

《收集個人資料聲明》

1. 你向建造業議會或香港建造學院「議會或學院」所提供的資料，包括《個人資料〔私隱〕條例》所指的個人資料，只會用於相關議會或學院之活動。
2. 為讓你得知最新的議會或學院活動和行業內發展情況，議會或學院將使用你的個人資料，包括你的姓名、電話號碼、郵寄和電郵地址，將有關訓練課程、測試、註冊、活動項目、議會或學院工作和建造業其他方面的最新資訊提供給你。你可選擇是否同意接收上述資訊。若不同意的話，請於下列有關接收資訊一欄之空格內加上「✓」號。
3. 在未得你的事先同意前，議會或學院不會將你的個人資料轉移給任何第三方。
4. 你必須向議會或學院提供完整的資料。如你未能提供完整的資料，議會或學院或無法處理及/或考慮你的申請。
5. 你有權要求查閱及修正你的個人資料。有關申請須以書面向議會或學院提出，地址為九龍觀塘駿業街 56 號中海日升中心 38 樓。

本人不同意日後接收由建造業議會或香港建造學院發出有關議會或學院活動和與建造業相關的資訊。

申請人聲明

本人已詳細閱讀並明白《收集個人資料聲明》及在本申請內之全部其他資料。本人聲明本報名表內所載一切資料，依本人所知均屬真實，並無遺漏，並知道倘若虛報資料，申請即屬無效，且喪失其後報讀本課程的資格。本人同意如本人註冊入學，當遵守香港建造學院之學生守則。

申請人簽署：\_\_\_\_\_

日期：\_\_\_\_\_

Course: Safety Training Course for Construction Workers of Specified Trade (Silver Card Course) Enquiry Hotline 2100 9000

**HKIC shall inform you of the class arrangement by mobile SMS. Please pay attention to your mobile SMS. If you submitted your application form for more than two months and no class was arranged, please make enquiry.**

**Class Arrangement** (Please mark ✓ in the appropriate box)

Please choose one of the trades	Admission Requirements		
<input type="checkbox"/> Painter and Decorator (AS1) <input type="checkbox"/> Carpenter (AS2) <input type="checkbox"/> Demolition Worker (Building) (AS3) <input type="checkbox"/> Plumber (AS4) <input type="checkbox"/> Bar Bender and Fixer (AS5) <input type="checkbox"/> Plasterer, Tiler (AS6) <input type="checkbox"/> Bamboo Scaffolder, Metal Scaffolder (AS7) <input type="checkbox"/> Curtain Wall Installer (AS9) <input type="checkbox"/> Tunnel Workers (A13) <input type="checkbox"/> Concretor (A14)	1. Employed in the construction industry; or students enrolled in the full-time course of the Hong Kong Institute of Construction under the Construction Industry Council; 2. Applicant should be lawfully employable in Hong Kong, i.e. (i) Holder of Hong Kong Permanent Identity Card; or (ii) Person who is not subject to any conditions of stay in Hong Kong that he shall not take up any paid or unpaid employment in Hong Kong.		
	Training Venue	Training Hours	Medium of Instruction
	HKIC, Kwai Chung Campus, 7-11 Kwai Hop Street, Kwai Chung, NT	1 Day Course (0830 – 1630)	English

**Personal Particulars** (Please write in capital letters and \*cross out inappropriate items)

Name (Chinese): \_\_\_\_\_ (English): \_\_\_\_\_  
 Surname Given Name

If your age is above 70, please '✓' the box for appropriate administrative arrangement.  (As shown on HKID Card or Passport)

Date of Birth: \_\_\_\_ YY \_\_\_\_ MM \_\_\_\_ DD Age: \_\_\_\_ Sex: \_\_\_\_ \*HKID/Passport No.: \_\_\_\_\_ ( )

Mobile Phone No. (Class info. & Notice By SMS- Please fill accurately): \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Present Employer: \_\_\_\_\_ Company Tel. No. (if any): \_\_\_\_\_

**Course Fee HK\$170 (Course fee MUST be paid together with this application form)**

**Payment method (Not Accept Cash Payment)**

Octopus or Credit Card (Application in person only)

JETCO ATM  
 At the JETCO ATM with the JET Payment LogoSelect JET Payment.

- Select JET Payment.
- Select "Merchant Code Entry". Enter merchant code "9170"
- Bill Type: Enter "01"
- Bill/account number: 8 digits. First 6 digits from your HKID No. + last 2 digits for campus code "03"
- Enter the Total Payment Amount (HKD 170)  
**(Note: You must pay the exact amount in one single transaction, and only one applicant's course fee can be settled with every single transaction)**
- Please keep the original of the JETCO ATM payment receipt and put the applicant's name, contact phone number and course code 'ASW(Q)' on the back of the receipt; The original **MUST** be submitted **on the commencement date of course**. The copy **MUST** be submitted by email with this application form to [KCCSafety@hkic.edu.hk](mailto:KCCSafety@hkic.edu.hk) OR post to the address **38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon.**

Cheque No (For Company Use ONLY) \_\_\_\_\_ Bank \_\_\_\_\_  
 Cheque should be made payable to 'Hong Kong Institute of Construction' and submitted with the application form.  
 Please put the contact person, contact phone number and course code 'ASWZ(Q)' on the back of the cheque.

{ Personal Data Collection Statement }	Declaration
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. 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. 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. 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. <input type="checkbox"/> I do not wish to receive any information from the CIC or HKIC in relation to its activities or developments in the construction industry.	I have read and understood the "Personal Data Collection Statement" and all other information in this application. I declare that all information given in this application form is, to the best of my knowledge, accurate and complete. If any false information is given, the application is deemed to be invalid and I shall forfeit my right to apply for this course. I consent that if registered, I will conform to the regulations of HKIC.  Signature of Applicant: _____ Date : _____

# Hong Kong Institute of Construction

## 香港建造學院

### Notes to Applicants

- Applicant should be **lawfully employable in Hong Kong**, i.e.
  - Holder of Hong Kong Permanent Identity Card; or
  - Person who is not subject to any conditions of stay in Hong Kong that he shall not take up any paid or unpaid employment in Hong Kong.
- Course Enrollment for Individuals:  
You can bring along your identity documents (including valid travel documents) to the following office during office hours and settle the course fee.  
**Enrolment Office and Office Hours:**
  - HKIC, Kwai Chung Campus  
7 – 11, Kwai Hop Street, Kwai Chung, N.T.  
Monday to Friday: 8:30am to 1:00pm  
2:00pm to 5:00pm  
Closed on Saturday, Sunday and Public Holidays
  - CIC Service Centre  
For Address and Office Hours, please visit:  
[http://www.cic.hk/eng/main/aboutcic/contact\\_us/contact\\_details/](http://www.cic.hk/eng/main/aboutcic/contact_us/contact_details/)
- Course Enrollment by companies:  
**[Cheque/Bank Draft is for company use ONLY]**  
A single crossed cheque / bank draft should be made payable to **“Hong Kong Institute of Construction”** for each course applied. Your name, contact telephone number and course name should be written on the back of the cheque / bank draft. You can send your application form together with the course fee (a crossed cheque or bank draft) by mail to **38/F, COS Centre, 56 Tsun Yip Street, Kwun Tong, Kowloon**. Please mark “Silver Card Course” on the envelope and **DO NOT** send in cash.
- Course fees paid are not refundable except exceptional circumstances or when the application is not accepted.
- To change the class date, you must notify us by **email** at least two working days prior to the class date. In addition, we only accept one time of change request. If you request another change, we will charge you an administrative fee of HK\$50 for each change request.  
**Email address: [KCCSafety@hkic.edu.hk](mailto:KCCSafety@hkic.edu.hk)**
- If you are unable to attend class due to illness, you must submit a valid sick leave certificate by fax. We will rearrange your class date after your sick leave is accepted. If you request a change after the class date has been confirmed, we will charge you an administrative fee of HK\$50 for each change request.
- HKIC will issue the Specified Trade Safety Training Certificate (‘Silver Card’) according to the information provided in the application form. Request for re-issuing the Silver Card due to inaccurate or insufficient information provided will only be entertained at a charge of HK\$50.

### 報名須知

申請人必須為 **可在香港合法受僱人士**，即

- 持有香港永久性居民身份證；或
- 並無受制於任何禁止他在香港從事有薪或無薪僱傭工作的逗留條件的人士。

#### 個人報讀課程：

於辦公時間內，帶同身份證明文件，包括有效旅行證件，親往本學院下列報名地點，呈交填妥的報名表格及所需學費。

#### 報名地點及辦公時間：

- 香港建造學院 葵涌院校  
葵涌 葵合街 7-11 號  
星期一至五：  
上午八時三十分至下午一時  
下午二時至下午五時  
星期六、星期日及公眾假期休息
- 建造業議會服務中心  
請參閱以下網址以查詢地址及辦公時間：  
[http://www.cic.hk/chi/main/aboutcic/contact\\_us/contact\\_details/](http://www.cic.hk/chi/main/aboutcic/contact_us/contact_details/)

#### 以公司名義報名：

#### [支票/銀行本票只供公司使用]

每報讀一項課程，請獨立遞交一張抬頭為「**香港建造學院**」之劃線支票或銀行本票，並於支票/銀行本票背面寫上姓名、聯絡電話號碼及課程名稱。若以郵遞方式報名，請將填妥的報名表格，連同支付學費的劃線支票或銀行本票寄「**九龍觀塘駿業街 56 號中海日升中心 38 樓**」，信封上請註明「**銀卡課程**」。請勿郵寄現金。

除特殊情况或申請不被接納外，已繳學費概不退還。

如要求更改上課日期，必須在上課日期前最少兩個工作天以**電郵**通知本學院；此外，本學院只接受一次的更改要求。如再次要求更改，本學院將收取手續費每次伍拾圓正。

**電郵地址：[KCCSafety@hkic.edu.hk](mailto:KCCSafety@hkic.edu.hk)**

如因生病而未能上課，需以傳真方式提交有效的病假證明；本學院接納後才會另行安排上課日期。如確認上課日期後要求更改，本學院將收取手續費每次伍拾圓正。

請清楚及正確地填寫報名表。本學院將按所填寫之資料發出指定行業安全訓練證明書(銀卡)，如因所填資料錯漏而導致銀卡需要重發，本學院將酌收手續費每張伍拾圓正。