

## The VTC Graduation Ceremony 2026

### Letter of Authorization

To : Vocational Training Council

I hereby authorize \*Mr/Miss/Ms \_\_\_\_\_ (HK Identity Card No. \_\_\_\_\_ ) to collect academic gown and/or documents related to graduation during the period from 9 to 13 November 2026 on my behalf and understand that \*he/she will be required to present \*his/her identity card for checking, late collection will not be allowed. A photocopy of my identity card, \*the payment receipt(s) and reply confirmation are also provided for your verification.

Please note that the representative must be at least 18 years old.

Signature of Graduate: \_\_\_\_\_

Name of Graduate: \_\_\_\_\_

Graduate's HKID Card No.: \_\_\_\_\_

Graduated Programme Code: \_\_\_\_\_

Date: \_\_\_\_\_

\* Please delete where inappropriate.

For CS use only

The identities of the graduate and \*his / her representative have been verified.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Responsible Staff