



## 樹藝及園藝業高級文憑學徒申請表

### 涵蓋行業範疇：

\*樹藝及園藝業

### 申請人需具備以下學歷：

- 香港中學文憑考試五科成績達第二級或以上，包括英國語文、中國語文；或
- VTC基礎文憑(級別三) / 基礎課程文憑；或
- VTC中專教育文憑 / 職專文憑；或
- 毅進文憑；或
- 同等學歷

### 第一部份 - 申請人資料

中文姓名：\_\_\_\_\_

英文姓名：\_\_\_\_\_

香港身份證號碼：\_\_\_\_\_

出生日期：\_\_\_\_\_

通訊地址：\_\_\_\_\_

日間聯絡電話：\_\_\_\_\_ 電郵：\_\_\_\_\_

最高學歷：\_\_\_\_\_ (考取學歷之地點： 香港;  其它，請註明：\_\_\_\_\_ )

### 第二部份 - 補充資料

如你是有特殊教育需要的申請人，請填上"✓"，並預備有關文件(註明特殊教育需要之類別及程度)的副本於面試時交回有關學院。

如你於今年9月1日或以前年滿21歲但不符合課程入學要求，你可選擇以年長身份申請本計劃，學院將個別考慮有關申請，請填上"✓"號。

### 第三部份 - 課程/行業選擇

樹藝管理 [IVE(沙田)]

## **Applicants with Special Educational Needs** 申請人具特殊教育需要

- Applicants with special educational needs refer to those who have hearing impairment, visual impairment, physical handicap, speech impairment, intellectual disabilities, mental illness, autism, visceral disability / chronic illness, specific learning disability and/or attention deficit / hyperactivity disorder.
- Please give details of your special educational needs below, and submit copies of documents regarding your disability.
- For information on the provision of support services to students with special educational needs, please refer to <http://www.vtc.edu.hk/sen>.
- 申請人具特殊教育需要指申請人有下列特殊教育需要或殘疾類別：聽覺受損、視覺受損、肢體傷殘、言語障礙、智障、精神病患、自閉症、器官殘障／長期病患、特殊學習障礙、專注力不足／過度活躍。
- 請在下欄列明任何特殊教育需要，並遞交有關文件副本。
- 有關為具特殊教育需要的學生提供的支援服務，請瀏覽特殊教育需要資訊網 (<http://www.vtc.edu.hk/sen>)。

## **Mature Applicants** 申請人為年長生

- Applicants aged 21 or above on or before the school start date who do not meet the entrance requirements of the programmes, may apply for admission as mature applicants.
- Applications from mature applicants will be considered on an individual basis. They must demonstrate sufficient motivation, knowledge, potential and ability that they would likely complete the programme successfully. Applicants will not have priority over other applicants and only a limited number of places will be offered to suitable mature applicants.
- Please give relevant details and submit copies of relevant documents such as those on work experience etc.
- 如你於開學日或以前年滿 21 歲但不符合入學要求，你可選擇以年長生身份報讀課程。
- 學院將個別考慮年長生的入學申請。你需要證明對課程有充份興趣、能力與有關知識以使能順利完成學業。申請並無優先權。分派予未符合入學條件年長生申請人的學額有限。
- 請在下欄填上有關資料，並遞交工作證明等文件副本。

## **Personal Information Collection Statement** 收集個人資料聲明

- (1) The information collected from the application, including the name, phone number, mobile number, email address, correspondence address and education level, will be used for the following purposes:
  - (a) for processing and selection of applications for admission to VTC programmes in the intake year; and related purposes;
  - (b) for obtaining the results of public examinations from the HKEAA, and obtaining information from relevant institutions about your candidature in public examinations and studies in institutions in Hong Kong and elsewhere;
  - (c) for obtaining records of your examination results attained in the programmes provided by member institutions under the VTC;
  - (d) for checking of application records and the study records of the programmes provided by member institutions under the VTC;
  - (e) for storage of information on the successful applicants in the Student Records System; and
  - (f) if applicant indicated his / her wish to receive VTC information, the application data will be retained for providing direct marketing information in relation to any programmes, admission and events of VTC and its member institutions. VTC will seek his / her consent on the application form; the VTC cannot use the personal data without consent.

- (2) VTC undertakes to keep personal data provided by applicants confidential. However, VTC may provide such information to any other persons or agents for the purposes described in (1) under a duty of confidentiality to VTC. If an applicant would like to unsubscribe from receiving the said information or update his / her personal data, please send the request with registered name, phone number, mobile number, email address, correspondence address and education level to apuho@vtc.edu.hk or by fax to 3748 9370.
- (3) In accordance with the Personal Data (Privacy) Ordinance, an applicant has the right :
- (a) to check whether VTC holds his / her personal data;
  - (b) to request a copy of such data; and
  - (c) to require VTC to correct any of the personal data which is inaccurate.
- Sufficient information will need to be provided to establish identity, otherwise VTC shall refuse to comply with the request.
- (4) Request for access to data should be submitted in writing to Earn and Learn Office at
- Earn and Learn Office  
Unit A, 12/F, Billion Plaza II, 10 Cheung Yue Street, Cheung Sha Wan, Kowloon
- (5) In accordance with the terms of the Ordinance, VTC reserves the right to charge a fee for the processing of data access request.

- (1) 申請人入學申請所填報的資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，其用途如下：
- (a) 處理一切有關收生學年職業訓練局課程的入學申請及甄選事宜；及相關用途；
  - (b) 向香港考試及評核局索取申請人的公開考試成績，以及向本港或以外的有關院校，索取申請人的公開試及校內試修業成績；
  - (c) 索取申請人在職業訓練局轄下院校及中心的成績；
  - (d) 核對申請人申請紀錄，以及核對申請人在職業訓練局轄下院校及中心就讀的紀錄；
  - (e) 儲存獲取錄的申請人資料於學生紀錄系統；及
  - (f) 若申請人表示願意收到職業訓練局的資訊，職業訓練局及其機構成員，將使用申請人所填報的個人資料，提供有關職業訓練局及其機構成員的任何課程、招生及活動推廣資訊。申請人可於填寫申請表時表示同意，否則本局不會使用其個人資料作相關用途。
- (2) 職業訓練局會對申請人的資料絕對保密，但可將申請人的個人資料，給予對本局有保密承諾的任何人士或其代表，用於(1)段所述的用途。如申請人日後希望停止接收上述的資訊，或更改個人資料，請連同已登記的姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度資料，電郵至 apuho@vtc.edu.hk 或 傳真至 3748 9370 通知本局。
- (3) 根據個人資料(私隱)條例，申請人有權：
- (a) 查閱職業訓練局是否持有他的個人資料；
  - (b) 要求獲得上述資料的副本；及
  - (c) 要求職業訓練局更正他的個人資料。
- 申請人必須提供足夠資料予職業訓練局以識別身份，否則本局有權拒絕上述要求。
- (4) 申請人如欲查閱個人資料，須以書面形式向職學計劃辦事處提出，地址如下：
- 職學計劃辦事處  
香港九龍長沙灣長裕街 10 號億京廣場 2 期 12 樓 A 室
- (5) 本局保留權利收取查閱資料所需行政費用。

## Use of Personal Data for Marketing Purpose 使用個人資料作推廣用途

VTC and its member institutions intend to use your personal data provided, including your name, phone number, mobile number, email address, correspondence address and education level, to provide direct marketing information in relation to any programmes, admission and events of VTC and its member institutions, but we cannot so use your personal data without your consent. If you do not agree with the above arrangement, please tick the following box.

VTC 及其機構成員擬使用閣下提供的個人資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，提供有關 VTC 及其機構成員的任何課程、招生及活動推廣資訊。惟我們必須先得到你的同意，否則不能如此使用你的個人資料。如不同意者，請在方格內劃上“✓”。

I do not agree that my personal data provided, including my name, phone number, mobile number, email address, correspondence address and education level, may be used by the VTC and its member institutions for providing direct marketing information in relation to any programmes, admission and event of VTC and its member institutions.

本人不同意 VTC 及其機構成員使用我提供的個人資料，包括姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度，提供有關 VTC 及其機構成員的任何課程、招生及活動推廣資訊。

If you would like to unsubscribe from receiving the said information or update your personal data, please send your request with registered name, phone number, mobile number, email address, correspondence address and education level to apuho@vtc.edu.hk or by fax to 3748 9370.

如你日後希望停止接收上述資訊，或更改個人資料，請連同你已登記的姓名、電話號碼、手機號碼、電郵地址、通訊地址及教育程度資料，電郵至 apuho@vtc.edu.hk 或傳真至 3748 9370 通知我們。

## DECLARATION & SIGNATURE 聲明及簽署

1. I declare that the information given in this application is, to the best of my knowledge, accurate and complete. I understand that this information will be used in the admission process of the programmes offered by Vocational Training Council (VTC).

本人謹此聲明在本申請表填報的資料均屬正確無誤，並明白填報之資料將會在職業訓練局轄下院校的招生過程中作參考之用。

2. I authorise VTC to use my data to carry out checks on any applications for admission to programmes it offers and checks on records of current and previous studies in its member institutions.

本人授權職業訓練局使用本人的資料查詢任何有關申請入讀該局轄下院校課程事宜及有關本人過往及現在於職業訓練局轄下院校及中心就讀的資料。

3. I authorise VTC to obtain, and the relevant authorities (which include the Hong Kong Examinations and Assessment Authority, VTC, etc.) to release, any and all information about my results of any public examinations and my studies in institutions in Hong Kong and elsewhere.

本人授權職業訓練局索取有關本人在香港或外地參加的公開考試及就讀資料，並授權有關機構（其中包括香港考試及評核局及職業訓練局）提供此等資料。

4. I understand that, upon my registration in a programme in VTC, the data contained in this application will become part of my student record and may be used for all purposes relating to my study in VTC.

本人明白在註冊後，有關資料將轉作學生紀錄，職業訓練局可利用該等紀錄作學術或行政上之用。

5. I understand that the VTC may use my application data for statistical purposes. The application form and other related personal information will be disposed of after the completion of this admissions exercise. Nevertheless, if I have indicated in the application form that I wish to receive information about VTC, my application data will be retained.

本人明白職業訓練局可能使用本人的入學申請資料作統計及分析用途，本人的申請表及有關的個人資料會於本學年職業訓練局收生程序完結後銷毀。然而，若本人於申請表表示願意收到職業訓練局的資訊，則我的申請資料將被保留。

6. I understand that provision of any false or misleading information therein shall lead to **DISQUALIFICATION** of my application without notice and cancellation of any resultant registration, and any fees paid will **NOT** be refunded.

本人明白提供任何虛假或誤導性資料會導致本人的申請資格被取消，雖經註冊，亦屬無效，所繳費用不會退還。