

**APPLICATION FOR RETRIEVING ASSESSMENT FORM OF
CERTIFICATION ASSESSMENT**

Notes to Applicants

- (a) Applicants can apply for retrieving their assessment form within 21 calendar days after the release of the result.
- (b) The application fee for retrieving the assessment form is HK\$500 per application.
- (c) Only electronic copies of the assessment form will be provided.
- (d) If the application including the settlement of payment is in order, applicant will be notified to collect the requested documents **within 7 working days** counting from the date of receipt of the application by the HKIE.
- (e) Each application is for the assessment of one certification only.

Certification applied for: _____

Date of release of result: _____

Personal Details

HKIE Membership No.: _____

Family Name: _____ Given Name: _____

H.K.I.D. Card / Identification Document No.: _____

Home Tel: _____ Work Tel: _____

Mobile: _____ Email: _____

Applicant's signature

Date

For Secretariat Use

Application received on: _____



香港銅鑼灣記利佐治街1號金百利9字樓
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 電話Tel +852 2895 4446 傳真Fax +852 2577 7791
 hkie-sec@hkie.org.hk www.hkie.org.hk

PAYMENT FORM

Name : _____ Membership No : _____

Type of certification applying for: _____

You are deemed to have read and understood the Payment Instructions before submitting this Payment Form.

DESCRIPTIONS	AMOUNTS (HK\$)
Application Fee for Retrieving the Assessment Form	500
TOTAL AMOUNT TO PAY ➔	500

PAYMENT BY VISA OR MASTERCARD

VISA MASTERCARD (Other kinds of credit cards are not accepted)

Card Number

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Card Expiry Date: _____ (mm/yy) (should be valid for the next six months)

Name of Cardholder: _____

Payment (in HK\$): **500** _____

Cardholder's Signature: _____ Date: _____

Note: Payment by Credit Card is preferred.

PAYMENT INSTRUCTIONS

How to Pay

1. Payment

By Visa or MasterCard

Please provide credit card details by completing the Payment Form.

Enquiries

2. For enquiries regarding the Payment Form, please contact the External Qualifications Section at 2830 9098.