

報名表

(請填妥此報名表並電郵至 registration@honofamilyedu.com)



Hono Family Educational Centre

Hono Family Educational Centre

恩典家庭教育中心

電話: (852) 2341 6898

傳真: (852) 2701 4098

www.honofamilyedu.com

課程報名

日期: _____

課程	課程日期	課程費用
課程費用 (合共)		

姓名 _____ 性別 _____

電郵地址 _____

手提電話 _____ 住宅電話 _____

住址 _____

本人為 家長 教師 社工 _____ 治療師 其他: _____

現繳付費用 _____ (每個課程需繳付港幣1,000 不可退還之留位費)

付款方法: 現金 銀行入數 / 轉賬 支票號碼 _____ 銀行電滙

會修讀之課程 (供重讀生填寫)

課程名稱	課程日期	導師

付款方法:

- 銀行入數或轉賬至 恆生銀行 賬戶號碼 783 - 043 - 938 - 883
- 支票付款 抬頭人: 「恩典家庭教育中心」或 "Hono Family Educational Limited"
- 有關銀行電滙的資料, 請與我們聯絡。

我們收到報名表及留位費才確保成功報名。

請電郵銀行入數記錄至 registration@honofamilyedu.com。收到有關報名記錄後, 我們將會發送報名確認通知給你。如有任何查詢, 請致電 (852) 2341 6898。

本人已細閱並同意及遵守詳列於此報名表背面的條款及課程資料。

此欄由辦理職員處理

申請人簽署 _____

日期 _____

Please carefully read the following Terms & Conditions before the enrollment:

報名前請仔細閱讀下列條款:

General Policy 一般政策

- o All applications are processed on a first-come-first-served basis. Applicants should make sure that all information in the registration form is accurate.
所有報名之程序會以先到先得處理。申請人應確保報名表中的所有資料是正確的。
- o Once the enrollment process is completed, students are not allowed to transfer to another course, workshop or class. Course/workshop fees and recognized student status are non-transferable.
報名程序完成後，學員不可轉報其他課程 / 工作坊 / 講座。課程 / 工作坊 / 講座的費用及已確認之報名人身份，不可轉讓予其他人或其他課程。
- o Payment should be made in full before the deadline of course/workshop registration.
所有學費必須於課程 / 工作坊 / 講座之最後報名限期之前全數繳付。
- o If students request to cancel their enrollment, the paid deposit for seat reservation will not be refunded.
如學員要求取消報名，所有已付之留位費恕不退還。
- o For students who are absent from course/workshop due to personal reasons, no make-up classes, proportional or full refund will be arranged.
如學員因個人理由而缺席課程 / 工作坊 / 講座，將不獲安排補課，以及不獲退回部份或全額之學費。

Refund Policy 退款政策

- o For cancellation made on or before early bird deadline if applicable, student may refund 75% of total course/workshop fees. Fees paid are not transferable to other courses/workshops.
於提早付款日或之前（如適用）取消報名，可退回總學費的75%，不可以將已付之學費轉報其他課程 / 工作坊 / 講座。
- o For cancellation made after early bird deadline if applicable and 14 days before the course/workshop commencement date, student may refund 50% of total course/workshop fees. Fees paid are not transferable to other courses/workshops.
於提早付款日之後（如適用）及開課日14天前取消報名，可退回總學費的50%，不可以將學費轉報其他課程 / 工作坊 / 講座。
- o For cancellation made within 14 days of the course/workshop commencement date, fees paid are non-refundable and non-transferable to other courses/workshops.
於開課日14天內取消報名，所有已付之學費恕不退還，亦不可以將已付之學費轉報其他課程 / 工作坊 / 講座。

Others 其他須知

- o The course/workshop will be cancelled on the day when Typhoon Signal No. 8 or above or Black Rainstorm Warning is hoisted. If the above adverse weather warning is cancelled or lowered 2 hours or earlier before the course/workshop commencement time, the course/workshop will proceed as scheduled.
於八號或以上熱帶氣旋警告信號 / 黑色暴雨警告信號懸掛後，當日之活動將會取消。如八號或以上熱帶氣旋警告信號 / 黑色暴雨警告信號於活動開始兩小時或以前除下，該活動將如期舉行。
- o The course/workshop will proceed as scheduled if Typhoon Signal No. 1 or 3 or Amber or Red Rainstorm Warning is issued.
一號或三號熱帶氣旋警告信號 / 黃色或紅色暴雨警告信號懸掛期間，當日之活動將如期舉行。
- o No photo taking and audio and video recording are allowed during the course. Hono Family Educational Centre reserves the right to use photos, video and/or audio recordings of students and their work for teacher training, curriculum, and/or promotion purposes.
上課期間除恩典家庭教育中心之老師及員工外，任何人不得進行攝影、錄影及錄音。負責老師 / 職員或會攝錄部份活動內容作員工內部培訓和市場推廣之用。

Use of Personal Data 使用個人資料

- o Hono Family Educational Centre always handles personal data of students with care. In light of the amendments to the Personal Data (Privacy) Ordinance, all personal data collected will be used and processed fairly and lawfully for company operations. Hono Family Educational Centre will not disclose, transfer, sell or rent personally identifiable information to any third party. To ensure all students are well connected with Hono Family Educational Centre, and informed of the latest news, Hono Family Educational Centre will continue to deliver the latest news by using their personal data maintained in the database. Such personal data includes contact information (including their email address, correspondence address, contact phone number). If the student does not want to receive the information materials, please inform our Centre to process through writing or email (enquiry@honofamilyedu.com).
恩典家庭教育中心向來十分謹慎處理學員的個人資料。為配合《個人資料(私隱)條例》的修訂條文，恩典家庭教育中心承諾所有之前所提供的個人資料會公正合法地用作公司運營用途。恩典家庭教育中心不會以任何形式透露、轉讓、出售或租借學員的資料予第三方。為與學員保持聯繫及使他們能了解恩典家庭教育中心的最新活動消息，本中心將不時向他們發放此等訊息。如他們有通訊聯絡資料（包括電郵地址、通訊地址、電話號碼）存於本中心的資料庫，本中心會透過這些通訊聯絡資料，繼續與他們聯絡，及為使用於上述目的。如學員反對本中心將其個人資料作上述之用途，煩請以書面或電郵通知本中心辦理 (enquiry@honofamilyedu.com)。