

HKCGI Student Ambassadors Programme (SAP) 2021/2022: Application Form
The application will be closed on 7 November 2021.

Personal Particulars:

Name: Mr Ms _____
(In English) (In Chinese)

Mobile No.: _____ Email: _____

Address: _____

University: _____

Programme: _____

Year of study (2021-2022): Year 1 Year 2 Year 3 Year 4 Year 5 Year 6

Final year: Yes No My expected graduation year: _____

Would you like to join the SAP Mentorship Programme? Yes No



**CHARTERED
SECRETARIES**
特許秘書

Payment Method: The registration fee **HK\$120** is non-refundable.

EPS/ UnionPay - in person

Cheque - in person/by post (Payable to 'The Hong Kong Chartered Governance Institute'. Post-dated cheque will NOT be accepted)

Bank: _____ Cheque No.: _____

(Specify at back 'SAP 2021-2022 registration fee' and '[Your full name in English]')

Credit Card

Chartered Secretaries American Express

VISA

MasterCard

Please fill in the below information if by email/by post.

I, as the cardholder, authorise the Institute to debit the payment from my credit card

Name of Cardholder (Block letters): _____

Credit card no: _____

Card expiry date: ____ / ____

(To facilitate payment, credit cards should not expire in less than one month.)

Signature: _____ Date: _____

(Must be the same signature as on the credit card)

If the cardholder and the applicant are not the same person, please explain basis for third party payments (e.g. relationship with the cardholder). Applicant to bear consequences for unauthorised third party payments:

Declaration:

1. Terms & Conditions

- (i) All properly completed enrolment applications, with necessary payment tender for paid events, constitute offers, and will normally, but at the discretion of The Hong Kong Chartered Governance Institute ("HKCGI") subject always to the terms and conditions set out herein.
- (ii) Involvement criteria: HKCGI reserves all rights to select student ambassadors and the opportunities for their involvement in the SAP activities such as mentorship, internship and training. Their participation and attitude in attending the SAP activities and events are key benchmarks of the selection criteria.
- (iii) HKCGI's confirmation constitutes acceptance and NO REFUND/CANCELLATION/SUBSTITUTION will be entertained unless otherwise set out herein.
- (iv) Annual renewal: Student ambassadors are required to attend at least two SAP activities per academic year in order for their registration to be renewed each year.
- (v) There may be photography, filming and sound recording. By participating in the relevant HKCGI event, you consent to being photographed, filmed or otherwise recorded, and further consent to your images and recordings (which may include your images and sounds) being used by HKCGI in promotional materials, in addition to other usages under the Statement on Collection of Personal Data.
- (vi) All terms and conditions are subject to change without prior notice. HKCGI reserves the right to interpret the terms and conditions as stated herein.

2. Statement on Collection of Personal Data

- (i) Your supply of personal data to The Hong Kong Chartered Governance Institute (“HKCGI”) is on a voluntary basis. However, failure to provide any requested personal data may render HKCGI unable to perform its contemplated functions, and/or the delivery of goods and services to you.
- (ii) The information provided by you to HKCGI will be used by HKCGI for the purposes of performing its contemplated functions under the provisions of the Charter and Byelaws of The Chartered Governance Institute and the Articles of Association of HKCGI (collectively “the Rules”) for the time being in force including without limitation to membership, graduateship, studentship and/or stakeholder administration, activities and/or communications; registrations, examinations, assessments of qualifications and/or experiences; Continuing Professional Development (“CPD”) programmes; research and/or analysis; members’, graduates’ and/or students’ benefits; promotion of events supported by HKCGI and/or other functions and activities; the delivery of other goods or services; enforcement of compliance and/or discipline relating to non-compliance of the Rules; and for any other legitimate purposes as may be required, authorised or permitted by law, regulations or judicial orders.
- (iii) The information provided by you herein may be made available to the related companies or associates, group sister associations, agents, contractors, universities, business associates or service providers of HKCGI or other professional bodies or government bodies or regulators, as may be necessary for any of the above purposes.
- (iv) Apart from the purposes stated above, your personal information will not be transferred to any other parties, unless such parties are authorised by law and request the information.
- (v) Under the Personal Data (Privacy) Ordinance (“PDPO”), you have a right to request access to and correction of your personal data. Such requests may be made in writing to our Data Protection Officer at 3/F, Hong Kong Diamond Exchange Building, 8 Duddell Street, Central, Hong Kong or by email to us at privacyofficer@hkcg.org.hk.
- (vi) HKCGI is committed to protecting the privacy, confidentiality and security of the personal information by complying with the requirements of the PDPO. We have established a policy for the handling and management of personal data which is accessible at HKCGI’s website, i.e. www.hkcg.org.hk.

I hereby declare that I have read, fully understood and agreed the above:

- 1. Terms and Conditions
- 2. Statement on Collection of Personal Data

Use of Personal Data related to Direct Marketing

I authorise the Institute to use my personal data to keep me informed of the latest updates and promotional materials through the communication channels, such as direct-mail, email, SMS, WhatsApp and mobile phone, by using my personal data.

Please tick this box to give your consent

Please tick this box to indicate your objection

Signature: _____

Date: _____

Please submit the application form with student card copy to:

Education and Examinations Session
The Hong Kong Chartered Governance Institute
香港公司治理公會
(Incorporated in Hong Kong with limited liability by guarantee)

3/F, Hong Kong Diamond Exchange Building
8 Duddell Street, Central, Hong Kong

Tel: (852) 2881 6177 Fax: (852) 2881 5050
Email: student@hkcg.org.hk Website: www.hkcg.org.hk

For office use only:

Invoice no: _____

Student card copy: Received Checked

Sign up date: _____

Email confirmation date: _____