

- New Admission (Affiliate Member) 新申請 (附屬會員)
 New Admission (Associate Member) 新申請 (副會員)
 Upgrade to Associate Member 升級至副會員 (Membership No. 會員編號: _____)

Part 1 - Personal Information 個人資料

Surname 姓氏 (英文) _____ Given Name 名字 (英文) _____ Name in Chinese 中文全名 _____

Salutation 稱謂 _____ HKID Card / Passport No. 身份證 / 護照號碼 _____ Contact No. 聯絡電話 _____

Mr Ms Miss Dr _____

Correspondence Address 通訊地址 _____ Personal Email 個人電郵 _____

Employment Information 工作資料

Name of Company 公司名稱 _____ Job Title 職銜 _____

Company Address 公司地址 _____

Office Email 公司電郵 _____ Direct Line No. 直線電話 _____

No. of Years Working in HR Sector 人力資源管理相關工作年資

0 - 7 8 - 14 15 - 20 > 20

Preference for Receiving HKIHRM Information 接收香港人力資源管理學會訊息的方法

Mailing 郵件 Personal Address 個人地址 Personal Email 個人電郵
 Office Address 公司地址 Email 電郵 Office Email 公司電郵
 No Please 不接收 No Please 不接收

Part 2 - Academic/Professional Qualification/Training Attained 獲頒學歷 / 專業資格 / 培訓 (For Applying Associate Membership 只限申請副會員填寫)

Please provide information in reverse chronological order. The copy of academic proofs is requested. 請按倒序提供資料，並提交有關證明文件副本。

Name of Institution / Professional Body 機構 / 專業團體名稱	Qualification / Designation (e.g. Bachelor of HRM / Associate Member) 獲頒學歷 / 專業資格	Major (e.g. HRM) 主修	Place / Country (e.g. HK, UK) 地方 / 國家	Date of Award (Month / Year) 頒發日期

Part 3 - Company Information 公司業務資料

Business Sector (one choice only) 行業 (只選一項)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Business Service
商業服務 | <input type="checkbox"/> Electricity / Water / Gas
電力 / 水務 / 煤氣 | <input type="checkbox"/> Hi-tech / Information Technology / Telecom
高科技 / 電腦 / 電訊 | <input type="checkbox"/> Shipping / Terminals / Freight Forwarding
船務 / 碼頭 / 貨運 |
| <input type="checkbox"/> Communication
傳播 | <input type="checkbox"/> Electronics / Garment / Toy Industry
電子 / 成衣 / 玩具 | <input type="checkbox"/> HR Related Consultancy
人力資源諮詢 | <input type="checkbox"/> Social Community & Personal Services
社會, 社區及個人服務 |
| <input type="checkbox"/> Construction / Real Estate
建築 / 地產 | <input type="checkbox"/> Finance / Insurance / Banks
金融 / 保險 / 銀行 | <input type="checkbox"/> Import / Export / Trade
出入口貿易 | <input type="checkbox"/> Transportation / Storage
交通 / 倉存 |
| <input type="checkbox"/> Diversified / Conglomerate
多元化的業務 | <input type="checkbox"/> Food & Beverages / Hospitality
飲食 / 酒店 | <input type="checkbox"/> Manufacturing
製造 | <input type="checkbox"/> Others, Please Specify
其他, 請註明 |
| <input type="checkbox"/> Education Institute
教育機構 | <input type="checkbox"/> Government Department
政府部門 | <input type="checkbox"/> Retail / Wholesale
零售 / 批發 | _____ |

Company Shareholding / Ownership (one choice only) 公司股權 / 產權 (只選一項)

- Private Company 私人公司
 Government / Public Bodies / NGO 政府 / 公共機構 / 非政府組織
 HK Listed Company 香港上市公司
 Outside HK Listed Company 海外上市公司
 Others, Please Specify 其他, 請註明 _____

Company Size (No. of Staff) 公司規模 (員工人數) Hong Kong 香港 _____ China 中國 _____ Other Region(s) 其他地區 _____

HR Department Size (No. of Staff) 人力資源部門規模 (員工人數) 1 - 5 6 - 10 11 - 15 16 - 20 21 - 30 > 30

Part 4 - Member-Get-Member Programme 會員推薦計劃

Referred By 介紹人 _____ Membership No. 會員編號 _____

Part 5 - Channel to Know About the Institute 認識本學會之途徑

- Internet 互聯網 Referral by Friends / Colleagues 朋友/同事介紹 HKIHRM's Event 學會活動 Media 媒體報導 Others, Please Specify 其他, 請註明 _____

Part 6 - Acknowledgement and Declaration 確認及聲明

- I, (the undersigned) hereby apply for membership of the Hong Kong Institute of Human Resource Management and agree to abide by the rules and regulations of the Institute.
本人(以下簽署人)特此申請成為香港人力資源管理學會的會員, 並同意遵守學會所訂立的規則。
- I declare to the best of my knowledge that the information given in this application form is true and correct and all the supporting documents are true copies of the originals.
I understand that false declaration will render me liable to disqualification or termination of membership by the Institute.
本人謹此聲明本申請表中所提供的資料全部真實及正確, 所有提供的證明文件, 為未經任何修改的副本。本人明白學會如發現本人提供任何虛假資料, 可隨時取消或終止本人的會員資格。
- Applicants' personal data is collected and kept for processing the application for membership and related administration purposes. The data provided will be handled in accordance with the provisions of the Personal Data (Privacy) Ordinance of the HKSAR.
本會收集及保存個人資料將作為跟進及處理會籍申請及相關之行政的用途。所有提供的個人資料, 學會將按照香港特別行政區《個人資料(私隱)條例》的規定處理。
- The personal data provided in this form will be used by the Institute for direct marketing activities, including but not limited to the promotion (e.g. special offers and discounts) for HKIHRM events, activities, training programmes, awards, survey and other services that it may deploy. If you do not wish to receive such information as stated, please indicate your objection by ticking the box.
此表格所提供之個人資料將供本會進行直接營銷活動之用, 包括但不限於學會的活動、講座、培訓、獎項、調查和其他服務的推廣(包括特別優惠和折扣)。如不欲接收此聲明中的本會資訊, 請於空格內填上✓號。

I have read, understood and agreed to all details of the above declaration.
本人已細閱並同意上述聲明之全部資料。

Signature of the Applicant 申請人簽署 _____ Date 日期 _____

Part 7 - Submit Your Application 遞交申請表格**Membership Fee 會員會費**

		Affiliate Member (New Admission) 附屬會員(新申請)	Associate Member (New Admission) 副會員(新申請)	Associate Member (Upgrading from Existing Student Member) 副會員(由學生會員升級)
Application and Entrance Fee 申請及入會費用		HK\$750	HK\$650	Waived
Membership Fee* 會員年費*	Admission from 1 April to 30 September 4月1日至9月30日期間入會	HK\$750	HK\$650	HK\$450
	Admission from 1 October to 31 March 10月1日至3月31日期間入會	HK\$375	HK\$325	HK\$450

*Membership is valid until 31 March each year. 會籍有效期至每年3月31日。

Payment Method 付款方式

- PPS: Merchant code "9798" and enter the 10-digit "e-Bill Account No." printed on the invoice.
繳費靈: 商戶編號為 "9798", 請輸入 10 位數字的 "賬單戶口號碼" (列印於發票右上方的編號)。
- E-banking: Search the HKIHRM under "Professional Institution", choose bill type "01" and enter the 10-digit "e-Bill Account No." printed on the invoice.
網上理財: 選擇 "專業團體" > "香港人力資源管理學會有限公司" > "01 會籍", 並輸入 10 位數字的 "賬單戶口號碼"。
- Cheque: Mail a crossed cheque made payable to "Hong Kong Institute of Human Resource Management Ltd" together with the invoice.
支票: 以郵寄形式, 郵遞劃線支票及發票至學會會址, 支票抬頭為 "香港人力資源管理學會有限公司"。
- Cash: Please bring along the invoice to the HKIHRM office for the cash payment.
現金: 親身攜同現金及發票至學會會址繳交。
- ATM / Bank Transfer: Below is our bank account information. Please send us the payment record with your form for verification.
櫃員機 / 銀行轉賬: 請提供付款記錄以供核實, 下方為學會的銀行戶口資料。

Beneficiary Name 受款人姓名	Hong Kong Institute of Human Resource Management Ltd
Beneficiary A/C No. 受款人戶口號碼	511-290330-001
Bank Name 銀行名稱	The Hong Kong and Shanghai Banking Corporation Ltd
Bank No. 銀行編號	HSBCHKHHHKH

- Credit Card: Please complete the authorisation form below.
信用卡: 請填妥下方的信用卡授權表格。

Credit Card Type 信用卡種類	<input type="checkbox"/> VISA <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express	Expiry Date (MM/YY) 有效日期截至(月/年)	
Card No. 信用卡號碼		Amount 金額	
Name of Card Holder 持卡人姓名		Signature 簽署	

Please send the **completed form, copy of academic proofs** and / or **employment verification letter** and cheque / **payment proof** by post or email to the Institute.
請將此表格、學歷證明文件副本及(或)僱主證明信連同支票或以上付款方式收據郵寄或電郵至本會。

For Internal Use Only 僅供內部使用

Followed Up By _____ Payment (Received Date) _____
 PPS E-banking Cheque Cash ATM/Bank Transfer Credit Card

Remarks _____ Registration Process
 Registration Approval Payment Account Activation