

THE UNIVERSITY OF HONG KONG
Department of Mechanical Engineering

Registration as an Occasional Student for MSc(Eng) ME Courses for the Academic Year 2017-18

Please register me as an Occasional Student for the following MSc(Eng) ME course(s):

Course Code(s) and Title(s):	Coursework	Examination
(1)	Yes/No	Yes/No
(2)	Yes/No	Yes/No
(3)	Yes/No	Yes/No
(4)	Yes/No	Yes/No

Name: (Dr./Mr./Mrs./Ms./Miss)* _____ (_____)
Surname Given Name Chinese

H.K. Identity Card/Passport* No.: _____ Sex: (F/M)*

Company: _____

Occupation: _____

Correspondence Address: _____

Tel. No.: (Office) _____ (Home) _____ (Mobile) _____

Fax No.(if available): _____ Email Address: _____

The composition fee of an MSc(Eng) ME course for Occasional Students is HK\$10,000 for the academic year 2017-18. Completed registration form together with a crossed cheque in the amount of total composition fees made payable to “**The University of Hong Kong**” should be sent to:

Mr. Keith Lo
Department of Mechanical Engineering
The University of Hong Kong
Pokfulam Road
Hong Kong

* Please delete as appropriate

Important notes:

The course(s) taken by an Occasional Student is (are) non-credit bearing. Participants would not be regarded as Students of the University and have no access right to the University’s facilities, for examples, University Health Service, libraries, sports centre, computer centre, etc. but are covered by the Public Liability (Insurance) Policy. A certificate may be issued by the Department to a participant attending more than 75% of the teaching sessions but no official transcript from the University will be provided. Upon successful registration, participants are invited to indicate by certain deadline(s) if they will submit assignment(s) and attend examination(s).

Signature: _____

Date: _____

**THE UNIVERSITY OF HONG KONG
DEPARTMENT OF MECHANICAL ENGINEERING**

Personal Data (Privacy) Ordinance

Persons applying for enrolment as Occasional Student in the MSc(Eng) ME courses offered by the Department of Mechanical Engineering, The University of Hong Kong are asked to note the following points pursuant to the Personal Data (Privacy) Ordinance:

1. personal data provided as part of an application for registration will, during the registration process, be used solely for the purpose of registration, and in this connection, the data will be handled by University staff;
2. applicants are advised to provide all of the information requested in the registration documents, where applicable, as otherwise the University may be unable to process and consider their applications;
3. when the processing and consideration of the applications for the course(s) have been completed, the application forms will become part of the file which will thereafter be handled and destroyed by University staff after use;
4. under the provisions of the Personal Data (Privacy) Ordinance, applicants have rights to request access and to request the correction of their personal data, and applicants wishing to access or make corrections of their data, should submit written requests to the Department of Mechanical Engineering, The University of Hong Kong.