香港專業教育學院 （ 黃克競 ）
Hong Kong Institute of Vocational Education
(Haking Wong)
申請重新註冊
Application for Reinstatement of Registration Status

Applicable to
OAS Students Only
只適用於舊學制學生

Fax No. 傳真: 2729 1585

第一部份：個人資料 Part I: Student Personal Particulars

姓名(*先生/小姐/女士） 英文 中文
Name (*Mr./Miss/Ms.): (English)＿＿＿＿＿＿＿＿＿ (Chinese)＿＿＿＿＿＿

學生編號／身份證號碼 電郵地址
Student No./HKID No. ： ＿＿＿＿＿＿＿ E-mail Address: ＿＿＿＿＿＿

學系 課程編號/年級/班別
Department: ＿＿＿＿＿＿＿ Course Code/ Year/Class: ＿＿＿＿＿

聯絡電話 住宅 手提電話號碼 辦公室
Tel. No. : (Home) ＿＿＿＿ (Mobile Phone No.) ＿＿＿＿ (Office) ＿＿＿

第二部份：申請原因 Part II: Reason of Application

#備註：申請重新註冊須繳清欠交學費及另繳重新註冊費港幣 400 元。
#Remarks: A registration reinstatement fee of HK$400 will be charged in addition to the outstanding amount of tuition fee and other charges.

學生簽署
Signature of Student: ＿＿＿＿＿＿＿＿ 日期 Date: ＿＿＿＿＿＿

第三部份：所屬部門專用 Part III: For Departmental Use

重新註冊申請 *請予照准／不必照准 Application *is/is not recommended.

系主任簽署
Signature of Head of Department: ＿＿＿＿＿＿ 日期 Date: ＿＿＿＿

重新註冊申請 *獲批准／不獲批准 Application *is /is not approved.

院長簽署
Signature of Principal: ＿＿＿＿＿＿＿ 日期 Date: ＿＿＿＿

第四部份：秘書處專用 Part IV: For Campus Secretariat Use

☐ 已查核學生身份證及學生記錄。 Student's HKID Card and record checked.

職員簽署 Signature of Staff: ＿＿＿＿＿＿＿ 日期 Date: ＿＿＿＿

茲收到 手續費。 收據編號：
☐ A handling fee Waived／HK$: ＿＿＿＿＿ has been received. Receipt No.: ＿＿＿＿

☐ 已更新學生註冊紀錄。 Student registration record updated in SRS.

職員簽署 Signature of Staff: ＿＿＿＿＿＿＿ 日期 Date: ＿＿＿＿

☐ 已通知學生並安排學費事宜（如適用）。 Informed student and arranged for Tuition Fee (if necessary).

應付金額及日期 Payment amount & date :＿＿＿＿＿ 繳交日期 Paid date :＿＿＿＿

職員簽署 Signature of Staff: ＿＿＿＿＿＿＿ 日期 Date: ＿＿＿＿

*請刪去不適用者 *Please delete as appropriate

Payment Methods for Reinstatement of Registration Status
申請重新註冊　繳費方法

At any ATM of the Hang Seng Bank or HSBC 1. Select Bill Payment Services 2. Select Education-Others 3. Select "Vocational Training Council" 4. Select payment of "Fees for Student Services" 5. Enter Bill Account Number (11-digit Bill Account Number) * 6. Enter the Total Payment Amount 7. Please keep the original of the ATM payment receipt for your own record	**於任何恒生銀行或匯豐銀行自動櫃員機** 1. 選擇繳費服務 2. 選擇教育 – 『其他』 3. 選擇『職業訓練局』 4. 選擇繳交『學生雜費』 5. 輸入賬單編號 (11 位數字賬單編號) * 6. 輸入總金額 7. 請保存自動櫃員機正本，以作紀錄
At the JETCO ATM with the JET Payment Logo 1. Select Bill Payment Services 2. Select "Merchant Code Entry" 3. Key in Merchant Code "9151" 4. Bill Type: Enter "03" 5. Enter Bill Account Number (11-digit Bill Account Number) * 6. Enter the Total Payment Amount 7. Please keep the original of the JETCO ATM payment receipt for your own record	**於貼有「繳費易」的「銀通」櫃員機** 1. 選擇繳費服務 2. 選擇『商戶編號輸入』 3. 輸入商戶編號『9151』 4. 賬單類別：輸入『03』 5. 輸入賬單編號 (11 位數字賬單編號) * 6. 輸入總金額 7. 請保存自動櫃員機正本，以作紀錄
Using PPS* (By Telephone) *(*Please open a PPS account and register the bill by calling 18011 if you have not)* 1. Dial access number 18031 2. Enter merchant code "9151" 3. Enter the Bill Account Number (11-digit Bill Account Number) * 4. Select Bill Type: "03" – payment of "Fees for Student Services" 5. Enter the Total Payment Amount 6. Please keep the payment reference number for your own record	**使用繳費靈* (電話)** *(*請先開立戶口及致電 18013 登記此賬單)* 1. 致電 18033 2. 輸入商戶號碼『9151』 3. 輸入賬單編號 (11 位數字賬單編號) * 4. 選擇賬單類別：『03』- 『學生雜費』 5. 輸入總金額 6. 請保存付款編號，以作紀錄
Using PPS (By Internet) 1. Visit www.ppshk.com 2. Enter merchant code "9151" 3. Enter the Bill Account Number (11-digit Bill Account Number) * 4. Select Bill Type "03" – payment of "Fees for Student Services" 5. Enter the Total Payment Amount 6. Please keep the payment reference number for your own record	**使用繳費靈 (互聯網)** 1. 網址 www.ppshk.com 2. 輸入商戶號碼『9151』 3. 輸入賬單編號 (11 位數字賬單編號) * 4. 選擇賬單類別：『03』- 『學生雜費』 5. 輸入總金額 6. 請保存付款編號，以作紀錄

Remark:

* Bill Account Number (11-digit Bill Account Number) is a combination of "student number" and payment code "17", e.g. the student number is 123456789, the 11-digit Bill Account Number is 12345678917.

備註:

* 11 位數字賬單編號為「學生號碼」另加賬號「17」，如學生編號為「123456789」，11 位數字賬單編號則為「12345678917」