

Letter of Authorization

To : Hong Kong Institute of Vocational Education (Sha Tin)

I hereby authorize *Mr/Miss/Ms _____ (Hong Kong Identity Card No _____) to collect the following document(s) and understand that *he/she will be required to produce *his/her Hong Kong identity card for checking. A photocopy of my identity card is also provided for your verification.

- Duplicate Transcript of Study**
 - Certificate**
 - Letter of Confirmation / Official Signature**
 - Verification of Payment of Tuition Fees**
 - Others (Please specify) _____**
- (Please ✓)

Please note that the representative must be at least 18 years old.

| | |
|------------------------|---------------------|
| Signature of Applicant | Applicant's HKID No |
| Name of Applicant | Date |

* Please delete where inappropriate

(For office use only)

- | | |
|---|---|
| <input type="checkbox"/> Applicants identities verified | <input type="checkbox"/> Representative's identities verified |
|---|---|
- (Please ✓)

Handled by _____ Date _____