

**TECHNOLOGICAL AND HIGHER EDUCATION INSTITUTE
OF HONG KONG**

**Application for Admission to
Full-time Degree Programmes Offered under the
Study Subsidy Scheme for Designated Professions/Sectors (SSSDP)**

Academic Year 2016/17 – Vacant Subsidised Places

Notes for Applicants

1. Please read the programme entrance requirements in THEi's website (<https://www.thei.edu.hk/>) before completing the application form.
2. Please submit the completed application form together with copy(ies) of your academic transcript(s)/certificate(s) to the Registry **via email** at thei-reg@vtc.edu.hk **on or before 22 March 2017**. The original academic transcript(s)/ certificate(s) must be produced for verification should a study place be offered.
3. Applicants may be required to attend an interview. For Product Design programme, applicants may also be required to bring along with them their original work portfolio when they attend the interview.
4. The admission scheme is not applicable to non-local students.
5. Applicant, who is an awardee of THEi Entrance Scholarship or Achievement Scholarship in Academic Year 2016/17, will be required to return the 2nd installment of the scholarship payment to the Institute, if any, upon acceptance of a study place under the SSSDP.
6. The address, office hours and enquiry numbers of the Registry are given below:

Address:	Registry, THEi Room 227, THEi Building, 20A Tsing Yi Road, Tsing Yi Island, N.T.	
Office Hours:	Monday to Friday	8:30 a.m. to 7:30 p.m.
	Saturday	9:00 a.m. to 12:00 noon
	Sunday & Public Holidays	Closed
Enquiry:	Telephone	2176 1456
	Fax	2176 1520
	Email	thei-reg@vtc.edu.hk

7. An incomplete application form will NOT be processed and the application will be regarded as unsuccessful.
8. The Institute will send important notice to applicants via email and SMS.

Section 1 – Personal Particulars

Full Name in English :

(The name as appeared on HK Identity Card)

Full Name in Chinese (if any) :

HKID No. :

Date of Birth (DD/MM/YYYY) :

Mobile Phone No. :

Home Telephone No. :

Email Address :

Correspondence Address :

For applicants who are THEi's current students only:

THEi Student No. :

Programme Code :

Programme Title :

Section 2 – Programme Applied For

Programme Code :

Programme Title:

Section 3 – Academic and Professional Qualifications including Secondary School Education (highest qualification first) (Please attach copy(ies) of transcript(s)/certificate(s).)

From / To (MM/YYYY)	Programme Name and Code, if any	Award / Institution Attended / Examination Taken	Date of Award (MM/YYYY)

Section 4 – Tuition Fees and Subsidy

Tuition fees are charged according to the number of credit points taken in a semester. The tuition fee for 2016/17 academic year is set from \$2,160 to \$2,810 per credit point. Students have to complete a minimum of 132 credit points for graduation. Tuition fees are subject to annual review.

The subsidy will be administered by a two-tier arrangement in which a subsidy of up to \$40,000 per academic year is provided to programmes which are not laboratory-based while a higher subsidy of up to \$70,000 per academic year is provided to more costly programmes which are laboratory-based. For details, please refer to THEi website <https://www.thei.edu.hk/>.

Section 5 – Use of Personal Data for Direct Marketing

VTC and its member institutions intend to use your personal data provided, including your name, phone number, mobile number, email address, correspondence address and education level, to provide direct marketing information in relation to any programmes, admission and events of VTC and its member institutions, but we cannot so use your personal data without your consent. If you agree to the arrangement stated above, please put a tick in the following box.

I agree that my personal data provided, including my name, phone number, mobile number, email address, correspondence address and education level, may be used by the VTC and its member institutions for providing direct marketing information in relation to any programmes, admission and event of VTC and its member institutions.

If you would like to unsubscribe from receiving the said information or update your personal data, please send your request with registered name, phone number, mobile number, email address, correspondence address and education level to thei-reg@vtc.edu.hk or by fax to 2176 1520.

Section 6 –Applicant’s Declaration and Signature

1. I declare that the information given in this application is, to the best of my knowledge, accurate and complete. I understand that this information will be used in the admission process of the programmes offered by Vocational Training Council (VTC).
2. I authorise the VTC to obtain, and the relevant authorities (which include the Hong Kong Examinations and Assessment Authority, VTC, etc.) to release, any and all information about my results of any public examinations and my studies in institutions in Hong Kong and elsewhere.
3. I authorise the VTC to use my data to carry out checks on any applications for admission to programmes it offers and checks on records of current and previous studies in its member institutions.
4. I understand that, upon my registration in a programme in VTC, the data contained in this application will become part of my student record and may be used for all purposes relating to my study in VTC.
5. I understand that the VTC may use my application data for statistical purposes. The application form and other related personal information will be disposed of after the completion of this admissions exercise. Nevertheless, if I have indicated in the application form that I wish to receive information about VTC, my application data will be retained.
6. I understand that provision of any false or misleading information therein shall lead to DISQUALIFICATION of my application without notice and cancellation of any resultant registration, and any fees paid will NOT be refunded.
7. I understand that if I am a THEi Entrance or Achievement Scholarship awardee in Academic Year 2016/17, I have to return the 2nd installment of the scholarship payment to the Institute, if any, upon acceptance of a study place under the SSSDP.

Applicant’s Signature :

Date :

Section 7 – For Office Use	
Application Received on :	
Copy of Academic Transcripts Collected :	Yes / No (by)
<i>Follow-up actions by the Faculty :</i>	
Admission Interview Conducted:	Yes / No (If yes, provide interview date & result) Date: Pass / Fail
Application Approved :	Yes / No Signature : Name : Post : Dean of FDE / FMH / FST Date :
<i>Follow-up actions by the Registry :</i>	
SRS-MAP Updated on :	
Email Notification to Student and the Faculty on :	(by)
Forfeit of Scholarship Payment :	Yes / No (HK\$) Date:
Refund of Overpayment of Tuition Fee :	Yes / No (HK\$) Date: