

申請香港業餘無線電考試

Application for Hong Kong Radio Amateurs' Examination

填寫本表格前，請閱讀以下資料。

1. 每位申請人只能提交一份表格。
2. 此表格內甲、乙兩欄之各項目均須用中文或英文清楚填寫，並請在適當方格內填上[√]號。
3. 申請時需要提交香港身份證或護照。如未能呈交所需證明文件，申請將不獲處理。
4. 考試日期可查閱網頁：<http://www.ofca.gov.hk>。所有申請均須在考試日前14天送達通訊事務管理局辦公室（通訊辦）。逾期申請，恕不受理。
5. 考試費用為港幣350元。
6. 填妥的申請表格，請以下列方式提交 -
 - (a) 親自前往或郵寄至**通訊事務管理局辦公室支援服務分組**，地址為：**香港灣仔皇后大道東213號胡忠大廈20樓**；
 - (b) 傳真至 3155 0944；
 - (c) 電郵至 support_services@ofca.gov.hk；或
 - (d) 使用本表格的「提交」按鈕作網上申請。
7. 所需證明文件，可於網上提交申請時按照指引上載或以下列方式提交 -
 - (a) 親自前往或郵寄至通訊辦支援服務分組；
 - (b) 傳真至 3155 0944；或
 - (c) 電郵至 support_services@ofca.gov.hk（通訊辦接受電子複本）。
8. 接受以現金或支票付款。如以支票付款，請劃線並註明抬頭人為『通訊事務管理局辦公室』。付款辦法 -
 - (a) 如親自前往通訊辦支援服務分組，可以現金或劃線支票付款；
 - (b) 如經互聯網、郵遞、傳真或電郵提交申請表格，可郵寄劃線支票至通訊辦支援服務分組收。
9. 通訊辦的辦公時間為星期一至五上午八時三十分至下午十二時三十分及下午一時三十分至下午五時四十五分，星期六、日及公眾假期休息。
10. 考試成績會在考試日起計的21個工作天內以郵遞方式寄給個別考生。
11. 通訊辦保留權利更改考試時間／取消考試。已繳交的申請費用，一般不獲發還，但如通訊辦因未能預見的情況(如惡劣天氣)更改考試時間／取消考試，通訊辦有絕對酌情權，可就改期／取消的考試退回全部或部分已繳的費用。
12. 有關業餘無線電考試的查詢，請致電 2961 6265，傳真至 3155 0944 或 電郵至 support_services@ofca.gov.hk。

個人資料的說明

1. 透過本表格提供個人資料，屬自願性質。若你沒有提供足夠資料，通訊辦可能無法辦理你的申請。
2. 你所填寫的個人資料，將被通訊辦用以處理你的申請。
3. 你在本申請表上所填寫的個人資料，可能會披露給其他與評審申請有關的政府部門／機構。
4. 你有權要求查閱和改正你的個人資料。你查閱資料的權利包括取得本申請表上所載個人資料的副本，惟索取這些資料時或須繳費。
5. 如對透過本申請表所收集的個人資料有疑問，包括如何提出查閱和改正個人資料的要求，請以書面方式向通訊事務管理局辦公室個人資料主任提出，地址為香港灣仔皇后大道東213號胡忠大廈29樓，傳真號碼 2591 0316。

Please read the information below before completing this application form.

1. Each applicant shall submit one form only.
2. Parts A and B in this form should be completed clearly in either Chinese or English. Please put a tick “√” in the appropriate box(es).
3. Hong Kong Identity Card or passport is required to support this application. Applications with insufficient supporting documents will not be processed.
4. The examination date is available at <http://www.ofca.gov.hk>. All applications should reach the Office of the Communications Authority (OFCA) in 14 days before the date of the examination. No application will be accepted after the deadline.
5. The examination fee is HK\$350.
6. Please submit the completed application form by any of the following methods -
 - (a) application in person or by post to: **Support Services Subsection, Office of the Communications Authority, 20/F Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong;**
 - (b) by fax to 3155 0944;
 - (c) by e-mail to support_services@ofca.gov.hk; OR
 - (d) use the “Submit” button in this form to submit the application online.
7. The required supporting documents may be uploaded following the instruction if the application is submitted online or submitted by any of the following methods -
 - (a) in person or by post to Support Services Subsection of OFCA;
 - (b) by fax to 3155 0944; OR
 - (c) by e-mail to support_services@ofca.gov.hk; (electronic copies are accepted).
8. Payment can be made by cash or cheque. For payment by cheque, please make the crossed cheque payable to "Office of the Communications Authority". Payment methods -
 - (a) in person to Support Services Subsection of the Office of the Communications Authority. You may pay by cash or crossed cheque;
 - (b) if application is submitted online or by post, fax or e-mail, you may send a crossed cheque by post to Support Services Subsection of OFCA.
9. OFCA opening hours are Monday to Friday 8:30 am to 12:30 pm and 1:30 pm to 5:45 pm. The office will close on Saturdays, Sundays and Public Holidays.
10. Candidates will be notified of the examination results individually by letter within 21 working days from the date of the examination.
11. OFCA reserves the right to reschedule / cancel the examination. All paid application fees are in general non-refundable. If the examination is rescheduled / cancelled due to unforeseen circumstances (e.g. bad weather), OFCA may at its absolute discretion refund the whole or part of the fee paid in respect of an examination which is rescheduled / cancelled.
12. For enquiries about the Hong Kong Radio Amateurs' Examination, please call us on 2961 6265, fax to 3155 0944 or email to support_services@ofca.gov.hk.

Notes about Personal Data

1. The provision of personal data by means of this application form is voluntary. If you do not provide sufficient information, OFCA may not be able to process your application.
2. The personal data provided by you will be used by OFCA for processing your application made in this form.
3. The personal data you provide by means of this form may be disclosed to other government departments/agencies in connection with the assessment of your application.
4. You have a right of request for access and correction with respect to personal data. Your right of access includes the right to obtain a copy of your personal data provided by this application form, though a charge may be levied on obtaining such information.
5. Enquiries concerning the personal data collected by means of this form, including the making of request for access and correction, should be submitted in writing to the Personal Data Officer, Office of the Communications Authority, 29/F, Wu Chung House, 213 Queen's Road East, Wan Chai, Hong Kong; or sent by fax to 2591 0316.

申請香港業餘無線電考試
APPLICATION FOR HONG KONG RADIO AMATEURS' EXAMINATION

甲欄 : 申請人資料
PART A : PARTICULARS OF APPLICANT

(請用正楷填寫 Please fill in BLOCK letters)

姓名

Name:

英文 - 姓氏先行 (English - Surname first)

中文 (Chinese)

出生日期

出生地點

性別

Date of Birth:

Place of Birth:

Sex:

地址

Address:

電話號碼

Telephone No.:

日間 (Daytime)

流動 (Mobile)

電郵地址

E-mail Address:

傳真號碼

Fax No.:

香港身份證號碼/護照號碼

H.K. Identity Card No./Passport No.:

簽發日期

Date of Issue:

簽發機構

Issuing Authority:

考試日期:

Examination Date:

考試語言:

Language to be used in the examination:

中文
Chinese

英文
English

有特殊需要的考生 (例如殘疾考生) 如欲申請特別評估安排, 須在提交申請前和通訊辦聯絡, 並在下列空位註明所需的特別評估安排。

Candidates with special needs (such as candidates with disabilities) who would like to apply for special assessments arrangements should contact OFCA before the submission of application, and indicate in the space below the special examination arrangements required.

乙欄 : 申請人聲明
PART B : DECLARATION OF APPLICANT

本人茲聲明本人在此表格及所呈交文件內所提供的內容及資料, 就本人所知及相信均屬真實、正確及完整。

I hereby declare that the information and particulars given by me in this form and in the documents submitted are to the best of my knowledge true, correct and completed.

申請人簽名*

Signature of Applicant*:

日期

Date:

*本表格如經網上提交, 申請人不需要簽署。

*Signature is not required for application form submitted online.

本欄不必填寫

For Official Use Only

AA,

Please accept payment of HK\$350 for Hong Kong Radio Amateurs' Examination.

Exam. Date: _____ Candidate No.: _____

Receipt No: _____ Date: _____

Data verified by : _____ Approved by : _____ Date: _____