

Application Form

Postgraduate scheme in *Occupational Safety & Health* Graduate Diploma of Applied Science (Occupational Health and Safety)

Please use a typewriter or write legibly when completing this Application Form. For admission enquiries, please contact the School of Professional Education and Executive Development at 3400 2828. For further course information, please contact the Industrial Centre at 2766 7602 or 2766 7594.

1 Personal Particulars

*Delete as appropriate

Name: *(This should correspond with that on your HKID Card / Passport)*

English *(Surname first)* *Mr./Ms _____ Chinese *(if any)* _____

Hong Kong Identity Card () or Passport No. _____

Date of Birth: Day Month Year Age Male Female

In what country is your permanent home residence? _____

In what country will you reside during the enrolment period? _____

In what country were you born? _____

Of what country are you a citizen or permanent resident? _____

What language, other than English, do you normally speak at your permanent home residence? _____

Do you possess the right of abode in Hong Kong or have you been staying continually in Hong Kong for the last 3 years from the submission of this application? _____

Correspondence Address : _____

Contact Telephone No. : *(During office hours)* _____ *(After office hours)* _____

Fax : *(if applicable)* _____ E-mail : *(if applicable)* _____

2 Financial Support

Indicate the anticipated source of funds to support your study.

<input type="checkbox"/>	% from employer (give name) _____
<input type="checkbox"/>	% from government or official body (give name) _____
<input type="checkbox"/>	% from yourself _____
<input type="checkbox"/>	% from others (give details) _____

3 Publicity

Source from which you heard about *POSH*.

<input type="checkbox"/>	Journal/Magazine/Newsletter (please specify) _____
<input type="checkbox"/>	Newspaper (please specify) _____
<input type="checkbox"/>	Association/Society/Alumni (please specify) _____
<input type="checkbox"/>	Others (please specify) _____

4 Educational Records Start from final secondary school examination onwards. Do not include any examinations still to be taken. Please provide a copy of the supporting documents.

Name of school, college, university or other institution	Years of attendance	Examinations passed (state main subjects)	Qualifications (including class or grade obtained)	Award Month/Year

5 English Language Qualification This is a condition of admission that applicants whose native language is not English should hold a formal English qualification at an appropriate level. [e.g. TOEFL score of 570, pass in HKCEE English (Syllabus B), or above]

English Qualification	Grade/Score Attained	Month/Year

6 Professional Qualifications Include membership of professional institutions.

Are you a local Registered Safety Officer? (Please tick appropriate box.) Yes No

Name of awarding body	Title of professional qualification	Year of award

7 Present Position of Responsibility in Respect to Safety Management

Please sketch and show your present position in your organisation and the number of subordinates under you; with special regard to safety management.

8 Full-time Employment Experience

Place in chronological sequence, starting with the present employment.

From Month/Year		To Month/Year		Name of organisation	Position	No. of years	No. of months

Total number of years and months of full time employment: **Year(s)** **Month(s)**

Total number of years and months of full time employment in
Occupational Safety and Health **Year(s)** **Month(s)**

9 Present Employer's Certification

To be completed by the present employer of the applicant.

I certify that *Mr./Ms. _____ is employed by this organisation as
_____ and has been in that position since _____

Employer :

Name of the Organisation / Company

_____ Office Tel. No. _____

Office Address

Is there any letter of recommendation attached to this application ? Yes No

Name _____ Position _____

Employer's Chop and Authorised Signature

_____ Date _____

*Delete as appropriate

10 Additional Information

Add any further information which you think is relevant to your application, e.g. career aspirations, possible future research interests, further description of relevant employment experience. *(Do not use additional sheet.)*

11 Authorisation and Declaration

I understand that the University of Western Sydney and The Hong Kong Polytechnic University will use my personal data for purposes as stated below:

- i) as a basis for selection of applicants for admission and other relevant or related purposes;
- ii) for obtaining from the relevant institutions information about the applicant's candidature for public examinations and studies in institutions in Hong Kong and elsewhere;
- iii) for identifying records of previous studies as a student in any of the institutions;
- iv) for transferring to the student record systems of the Universities when the application is successful, the information of which will be used in activities support of a student's study at the Universities.

I declare that the information given in support of this application is accurate and complete, and understand that any misrepresentation will lead to disqualification of my application for admission and resulted enrollment in this scheme.

Applicant's Signature : _____ Date : _____

Please return your completed application to:

**Postgraduate scheme in Occupational Safety and Health (POSH04)
School of Professional Education and Executive Development
Room QR802, 8/F, Core R
The Hong Kong Polytechnic University
Hung Hom, Kowloon, Hong Kong**

Checklist for applicant

- The form is completed in full
- The form is signed
- Copies of certificates are enclosed
- Copies of transcripts are enclosed
- Proof of payment of application fee is enclosed