

THE UNIVERSITY OF HONG KONG
SCHOOL OF PROFESSIONAL AND CONTINUING EDUCATION

ATTENTION

Students under the age of 18 at the time of admission to the School have to submit the signed parent/guardian consent form (either English or Chinese version) to the School upon submitting their application and/or before the Programme / Course commences.

Consent Given By The Parent/Guardian Of A Student Who Are Under The Age Of 18 Years at the Time of Admission To The School

To: HKU School of Professional and Continuing Education (“School”)

I, the undersigned, am the father/mother/guardian* of _____ (“Student” with HKID No.: _____). I confirm that I have read and understood the **Important Information For Parents/Guardians Of Students Who Are Under The Age Of 18 Years At The Time Of Admission To The School**. To the extent that the matters and activities are legal under the applicable laws, I irrevocably agree and give consent to the following should the Student be admitted to the School:

1. The parental responsibility in respect of the Student shall remain with the relevant parents/guardians (including myself) and the School will not act in loco parentis (i.e. not assuming parental responsibility).
2. The Student may be enrolled on and pursue any courses of studies offered by the School.
3. The School is an adult environment, and the Student shall be generally treated as an adult and abide by any regulations, rules, policies and procedures of the School.
4. The Student may have access to any information and materials provided by the School or through the facilities of the School (including those normally suitable for adults only).
5. The Student may participate or engage (pursuant to a course requirement or otherwise) in any academic, training, social and other activities (e.g. field trips, internships, placements, tours outside Hong Kong, late night meetings or gatherings, overnight programmes and high-risk sports) which may involve various kinds of risks.
6. The Student may participate in the activities of and become an office bearer of student organizations, and take up the relevant responsibilities.
7. The Student may receive any medical treatments, psychological treatments or counselling services, or undergo any medical operations in Hong Kong or elsewhere, in particular in case of emergency.
8. The emergency contact person supplied in the application form and the parent/guardian must be the same person.

9. I shall be liable for all fees, fines, charges, and other payments which the Student owes the School as well as the cost of repair of any damage of the School property, facility and equipment caused by the Student's negligence or failure to adhere to the proper operating procedures.
10. I shall be responsible for providing the School the updated contact details, and any information in respect of the special needs and requirements of the Student.

The above agreement and consent shall lapse upon the Student reaching the age of 18 years. However, this shall not affect my parental responsibility and duty of care in relation to the Student.

My contact details are:

Telephone No.: _____

Fax No.: _____

Email Address: _____

Signature: _____

Name: _____

Date: _____

*Please delete if not appropriate

Note: The information provided will be used by the School to perform its academic, education and administrative functions. Under the Personal Data (Privacy) Ordinance, data subjects have the right to request access to and/or correction of their personal data held by the School. For such requests or any enquiries about the School's privacy policy, please contact the Data Protection Officer (e-mail: privacy@hkuspace.hku.hk).

THE UNIVERSITY OF HONG KONG
SCHOOL OF PROFESSIONAL AND CONTINUING EDUCATION

**Important Information For Parents/Guardians Of Students Who Are Under
The Age Of 18 Years At The Time Of Admission To The School**

1. **Student minors and parental responsibility**

Students may still be under the age of 18 years at the time of admission to the School. These students (student minors) are not adults from legal and social perspectives. While the School, in appropriate circumstances, will give due consideration and take necessary measures in handling affairs in regard to student minors, it should be noted that parental responsibility remains with the parents/guardians. The School will not act in loco parentis (i.e. will not assume parental responsibility).

2. **Academic and social life in the School**

Despite their minor status, student minors are expected to lead their academic and social lives in the School as for other students. In this connection, parents/guardians should note, amongst other things, that student minors may:

- have access to a variety of information and materials (including those normally suitable for adults only) in a free academic environment;
- participate or engage (pursuant to a course requirement or otherwise) in academic, training, social and other activities (e.g. field trips, internships, placements, tours outside Hong Kong, late night meetings or gatherings, overnight programmes and high-risk sports) which may involve various kinds of risks;
- participate in the activities of and become office bearers in student organizations, and take up the relevant responsibilities; and
- need to receive medical treatments, psychological treatments or counseling services, or undergo medical operations, especially in case of emergency.

3. **Personal Data (Privacy) Ordinance**

Student minors are protected by the Personal Data (Privacy) Ordinance. In this respect, parents/guardians have no automatic right to access the personal data of student minors (e.g. academic records). It is the normal practice of the School to correspond directly with students but not their parents/guardians. However, the School acknowledges that it is necessary to maintain updated contact details of the parents/guardians of student minors, in particular for emergency. If appropriate, parents/guardians may also provide relevant information to the School in the interests of student minors.

4. **Consent**

The parent/guardian of a student who is under the age of 18 years at the time of admission to the School is required to complete and sign the attached consent form (either English or Chinese version) which should be submitted to the School before the commencement of the Programme /

Course. Without the required consent form, the School may have difficulty in arranging some of the teaching and learning activities for a student minor, and therefore, his or her studies may be affected.

[Note: In the case of discrepancy between the English and Chinese versions, the English version shall prevail.]

June 2014

香港大學專業進修學院

注意

入學時未滿 18 歲學生需於報名時提交家長/監護人簽署的同意書(中文或英文版本)。

學生家長/監護人簽署同意書

致: 香港大學專業進修學院 (以下簡稱“學院”)

我是_____ (以下簡稱“學生”, 身份證號碼: _____) 的父親 / 母親 / 監護人*。作為本同意書的簽署人, 我確認已閱讀並理解**致入學時未滿 18 歲學生家長/監護人之重要資訊**的有關內容。在適用法律允許下, 學生一旦被學院錄取, 我完全同意以下條文, 並不會撤回同意:

1. 學生父母 / 監護人 (包括本人) 將繼續履行與學生相關的家長職責, 學院不會擔當代理監護人的角色 (如不承擔家長的有關責任)。
2. 學生可修讀學院提供的任何課程。
3. 在學院成年人的環境下, 學生整體來說將被視作成年人, 同時須遵守學院制定的規定、制度、政策及程序。
4. 學生可獲得學院或學院內部提供的任何資訊或資料 (其中可能包含僅適合成年人的內容)。
5. 學生可 (根據課程要求或其他需要) 參與或參加可能包含多種風險的學術、培訓、社交及其他活動 (如實地考察、實習實踐、港外地區旅行、夜間會議或集會、通宵活動或高風險體育運動)。
6. 學生可參加學生社團活動, 成為組織幹事並承擔相應職責。
7. 學生可接受藥物治療、心理治療或輔導服務, 特別是在發生意外情況時, 在香港或其他地區可接受醫療救護。
8. 學生於申請表提供的緊急聯絡人與本同意書的父母/監護人須為同一人。
9. 學生父母/監護人 (包括本人) 會向學院承擔因學生疏忽或沒有遵守正確操作程序, 而導致學院財產、設施或儀器損毀的維修成本費用、罰款、收費或其他款項。
10. 學生父母/監護人 (包括本人) 有義務向學院提供最新的聯繫方式, 及與學生特殊需求相關的任何資訊。

以上協定內容將在學生滿 18 歲之日起失效，但與學生相關的父母 / 監護人（包括本人）職責與義務將不會因此而受影響。

我的聯繫方式:

電話 : _____

傳真 : _____

電子郵件: _____

簽名 : _____

姓名 : _____

日期 : _____

*如表述不當請刪除

注：所提供資訊將用來協助學院履行其學業、教學及管理職能。根據《個人資料（私隱）條例》，資料當事人有權要求查閱和/或修改學院所掌握的其他個人資料。如確有此類要求或對學院私隱政策存有疑問，請聯繫個人資料私隱主任（電子郵件：privacy@hkuspace.hku.hk）。

香港大學專業進修學院

致入學時未滿 18 歲學生家長/監護人之重要資訊

1. 未成年學生及家長職責

學生在入學報到時有可能尚未滿 18 歲。從法律及社會角度來看，這些學生（未成年學生）均不是成年人。雖然學院會適當給予其關注並採取必要措施妥善處理與其相關的事務，但學生父母 / 監護人仍需繼續履行家長的責任。學院不會擔當代理監護人的角色（如不承擔家長的有關責任）。

2. 校園內學業及社會生活

雖然尚未進入成年階段，但未成年學生將與其他學生一樣在校園裡學習和生活。因此，學生父母 / 監護人須特別注意，未成年學生可能：

- 在開放自由的學術環境裡接觸到大量資訊及資料（其中可能包含僅適合成年人的內容）；
- （根據課程要求或其他需要）參與或參加可能包含各種風險的學術、培訓、社交及其他活動（如實地考察、實習實踐、港外地區旅遊、夜間會議或集會、通宵活動或高風險體育運動）；
- 參加學生社團活動，成為組織幹事並承擔相應職責；以及
- 接受藥物治療、心理治療或輔導服務、特別是在發生意外情況時接受醫療救護。

3. 個人資料（私隱）條例

未成年學生也受《個人資料（私隱）條例》（《條例》）的保護。依照此條例，學生父母 / 監護人並無必然的權利獲取未成年學生的個人資料（如學業成績）。學院通常會直接與學生通信聯繫，而不是他們的父母/監護人。但是，學院認為有必要保留未成年學生父母 / 監護人的最新聯繫方式，以應對突發情況。學生父母 / 監護人亦可選擇向學院提供相關資訊以保護未成年學生的有關權益。

4. 同意書

凡於開課前仍未滿 18 歲的學生，其父母 / 監護人須填寫並簽署同意書（中文或英文版本），並於開課前交回學院。如學院未收到同意書，可能對未成年學生教學活動安排上造成不便，進而影響學生正常學習生活。

[註：以上內容的中英文文本如有歧異，概以英文文本為準。]

2014 年 6 月