

- New Admission (Affiliate Member) 新申請 (附屬會員)       New Admission (Associate Member) 新申請 (副會員)       Upgrade to Associate Member 升級至副會員 (Membership No. 會員編號: \_\_\_\_\_)

**Part 1 - Personal Information 個人資料**

Surname 姓氏 (英文) \_\_\_\_\_ Given Name 名字 (英文) \_\_\_\_\_ Name in Chinese 中文全名 \_\_\_\_\_

Salutation 稱謂 \_\_\_\_\_ Date of Birth (DD/MM/YY) 出生日期 \_\_\_\_\_ Contact No. 聯絡電話 \_\_\_\_\_

Mr     Ms     Miss     Dr \_\_\_\_\_

Correspondence Address 通訊地址 \_\_\_\_\_ Personal Email 個人電郵 \_\_\_\_\_

**Employment Information 工作資料**

Name of Company 公司名稱 \_\_\_\_\_ Job Title 職銜 \_\_\_\_\_

Company Address 公司地址 \_\_\_\_\_

Office Email 公司電郵 \_\_\_\_\_ Direct Line No. 直線電話 \_\_\_\_\_

No. of Years Working in HR Sector 人力資源管理相關工作年資     <1     1     2     3 - 7     8 - 14     15 - 20

Preference for Receiving HKIHRM Information 接收學會訊息的方法

Mailing 郵件     Personal Address 個人地址     Office Address 公司地址     No Please 不接收

Email 電郵     Personal Email 個人電郵     Office Email 公司電郵     No Please 不接收

SMS 簡訊     Receive 接收     Do not receive 不接收

**Part 2 - Academic/Professional Qualification/Training Attained 獲頒學歷 / 專業資格 / 培訓**

(For Applying Associate Membership 只限申請副會員填寫)

Please provide information in reverse chronological order. The copy of academic proofs is requested. 請按倒序提供資料，並提交有關證明文件副本。

Name of Institution / Professional Body 機構 / 專業團體名稱	Qualification / Designation (e.g. Bachelor of HRM / Associate Member) 獲頒學歷 / 專業資格	Major (e.g. HRM) 主修	Place / Country (e.g. HK, UK) 地方 / 國家	Date of Award (Month / Year) 頒發日期

**Part 3 - Company Information 公司業務資料**

**Business Sector (one choice only) 行業 (只選一項)**

- |  |  |   |   |
|--|--|---|---|
| <input type="checkbox"/> Admin / Support Service<br>行政 / 支援服務                    | <input type="checkbox"/> Arts / Entertainment / Recreation<br>藝術 / 娛樂 / 康樂活動 | <input type="checkbox"/> Construction / Real Estate<br>建造 / 房地產               | <input type="checkbox"/> Diversified / Conglomerate<br>多元化的業務 |
| <input type="checkbox"/> Education<br>教育   | <input type="checkbox"/> Electricity / Water / Gas<br>電力 / 水務 / 煤氣           | <input type="checkbox"/> Finance / Insurance / Banks<br>金融 / 保險 / 銀行          | <input type="checkbox"/> Food & Beverages / Hotels<br>飲食 / 酒店 |
| <input type="checkbox"/> Government / Statutory<br>政府 / 法定機構                     | <input type="checkbox"/> HR Related Consultancy<br>人力資源諮詢                    | <input type="checkbox"/> Human Health<br>人類保健                                 | <input type="checkbox"/> Import / Export / Trade<br>進出口貿易     |
| <input type="checkbox"/> IT / Communication / Media<br>資訊科技 / 通訊 / 傳媒            | <input type="checkbox"/> Manufacturing<br>製造                                 | <input type="checkbox"/> Membership / Religious / Political<br>會員 / 宗教 / 政治團體 | <input type="checkbox"/> Others<br>其他                         |
| <input type="checkbox"/> Professional / Scientific / Marketing<br>專業 / 科學 / 市場營銷 | <input type="checkbox"/> Repair / Personal Services<br>維修 / 個人服務             | <input type="checkbox"/> Retail / Wholesale<br>零售 / 批發                        | <input type="checkbox"/> Retired<br>退休                        |
| <input type="checkbox"/> Social / Community<br>社會 / 社區服務                         | <input type="checkbox"/> Student<br>學生                                       | <input type="checkbox"/> Transportation / Storage<br>交通 / 倉存                  | <input type="checkbox"/> Unemployed<br>待業                     |

**Company Shareholding / Ownership (one choice only) 公司股權 / 產權 (只選一項)**

- Government / Public Bodies / NGO 政府 / 公共機構 / 非政府組織     HK Listed Company 香港上市公司     Outside HK Listed Company 海外上市公司     Private Company 私人公司     Others 其他

Company Size (No. of Staff) 公司規模 (員工人數)    Hong Kong 香港 \_\_\_\_\_    China 中國 \_\_\_\_\_    Other Region(s) 其他地區 \_\_\_\_\_

HR Department Size (No. of Staff) 人力資源部門規模 (員工人數)     1 - 5     6 - 10     11 - 15     16 - 20     21 - 30     > 30

Part 4 - Member-Get-Member Programme 會員推薦計劃

Referred By 介紹人 \_\_\_\_\_ Membership No. 會員編號 \_\_\_\_\_

Part 5 - Channel to Know About the Institute 認識本學會之途徑

- HKIHRM's Event 學會活動, Internet 互聯網, Media 媒體報導, Referral by Friends / Colleagues 朋友/同事介紹, Others 其他

Part 6 - Acknowledgement and Declaration 確認及聲明

- I, (the undersigned) hereby apply for membership of the Hong Kong Institute of Human Resource Management and agree to abide by the rules and regulations of the Institute.
本人(以下簽署人)特此申請成為香港人力資源管理學會的會員,並同意遵守學會所訂立的規則。
I declare to the best of my knowledge that the information given in this application form is true and correct and all the supporting documents are true copies of the originals.
本人謹此聲明本申請表中所提供的資料全部真實及正確,所有提供的證明文件,為未經任何修改的副本。本人明白學會如發現本人提供任何虛假資料,可隨時取消或終止本人的會員資格。
Applicants' personal data is collected and kept for processing the application for membership and related administration purposes. The data provided will be handled in accordance with the provisions of the Personal Data (Privacy) Ordinance of the HKSAR.
本會收集及保存個人資料將作為跟進及處理會籍申請及相關之行政的用途。所有提供的個人資料,學會將按照香港特別行政區《個人資料(私隱)條例》的規定處理。
Upon receiving an application, the HKIHRM will conduct an eligibility check and preliminary screening. The HKIHRM can request the applicant to provide clarification or supplementary information if necessary.
香港人力資源管理學會收到申請後,會查核資格作初步評估。如有需要,學會可要求申請人釐清或提交補充資料。
The personal data provided in this form will be used by the Institute for direct marketing activities and notification, including but not limited to the promotion (e.g. special offers and discounts) for HKIHRM events, activities, training programmes, awards, survey and other services that it may deploy.
此表格所提供之個人資料將供本會進行直接營銷活動及通訊之用,包括但不限於學會的活動、講座、培訓、獎項、調查和其他服務的推廣(包括特別優惠和折扣)。
If you do not wish to receive such information as stated, please indicate your objection by ticking the box. 如不欲接收此聲明中的本會資訊,請於空格內填上✓號。

I have read, understood and agreed to all details of the above declaration.

本人已細閱並同意上述聲明之全部資料。

Signature of the Applicant 申請人簽署 \_\_\_\_\_ Date 日期 \_\_\_\_\_

Part 7 - Submit Your Application 遞交申請表格

Membership Fee 會員會費

Table with 3 columns: Membership Fee, Associate Member (Upgrading from Existing Student Member), Associate Member. Rows include Application and Entrance Fee, 1 Year Subscription, 2 Years Subscription.

\*The membership is valid from 1 April of the current year to 31 March of the following year or 31 March of the year after next, depending on whether it is a one-year or two-year subscription.
\*會籍有效期為本年度4月1日至次年3月31日或再次年3月31日,取決於一年或兩年的訂閱。

Payment Methods 付款方式 (Please send the payment record to membership@hkihrm.org. 請將付款記錄發送至我們的郵箱。)

- E-banking: Search 'Hong Kong Institute of Human Resource Management Ltd' under 'Professional Institution', choose bill type '01', enter 'e-Bill Account No.'.
Bank Transfer (ATM/Counter Service): 銀行轉賬(櫃員機/櫃位服務): Beneficiary Name 受款人姓名: Hong Kong Institute of Human Resource Management Ltd (A/C No. 受款人戶口號碼: 004-511-290330-001)
FPS: Identifier "161151394" or phone number "55702553".
PPS: HKIHRM merchant code: 9798. Please enter the 'e-Bill Account No.'.
Alipay/Octopus: Scan the corresponding QR code below by using the relevant App.

Alipay QR Code 支付寶二維碼



Octopus QR Code 八達通二維碼



- Cheque: A crossed cheque payable to "Hong Kong Institute of Human Resource Management Ltd" (in full, NOT "HKIHRM").
Credit Card: If you wish to use a credit card to settle the payment, please contact us by phone or email. An email together with the payment link will then be sent to you from 'The Global Payment Platform' (third-party service provider).

Please send the completed form, copy of academic proofs and cheque / payment proof by post or email to the Institute.
請將此表格、學歷證明文件副本連同支票或以上付款方式收據郵寄或電郵至本會。

For Internal Use Only 僅供內部使用

Followed Up By \_\_\_\_\_ Payment (Received Date) \_\_\_\_\_
Remarks \_\_\_\_\_ Registration Process
Registration Approval Payment Account Activation