

CONTINUING EDUCATION FUND (CEF)

NOTES TO STUDENTS

As per the guidelines from the Labour and Welfare Bureau (“LWB”), the Office of CEF (“OCEF”) and the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (“HKCAAVQ”), all students enrolled into any of the CEF Course(s), **MUST** complete and return the “Consent for CEF Course Participant upon Enrolment” form to the School for record. This is applicable whether you will apply for CEF reimbursement or not in the future.

The consent form is valid for only ONE CEF course. If you enroll in more than one CEF course offered by HKU, a separate consent form for each individual CEF course should be submitted.

CEF Courses (Module from Master of Science in Engineering (Civil Engineering))

Validity Period : From 1 April 2023 up to 31 March 2027

CEF Course Code	CEF Course Title	Commence Date of the Course	Course Fee

Please send us an original copy of the completed and signed “consent form” by post to the following address:

Miss May Wong
Room 6-18, 6/F, Haking Wong Building
Department of Civil Engineering
The University of Hong Kong
Pokfulam Road
Hong Kong

Please also be informed that, e-copy and photocopy is NOT accepted by the Office of the Continuing Education Fund.

CONTINUING EDUCATION FUND (CEF)

Consent for CEF Course Participant upon Enrolment*

Name of CEF Course Provider: **HKU**

CEF Course Code and Course Title: _____

Commencement Date of the Course: _____

CONSENT on Disclosure of Personal Data

1. I understand that Labour and Welfare Bureau (“LWB”), the Office of CEF (“OCEF”) and the Hong Kong Council for Accreditation of Academic and Vocational Qualifications (“HKCAAVQ”) are responsible for monitoring and processing the applications for fee reimbursement under the CEF.
2. The public authorities referred to in paragraph 1 above (“Specified Public Authorities”) may require my personal data provided to the above CEF Course Provider for the purposes of fees reimbursement and audit inspection if I apply for fees reimbursement under the CEF.
3. OCEF would be unable to process my application for fees reimbursement if I do not consent to the disclosure of my personal data to the Specified Public Authorities **before** attending the course(s), or otherwise the Specified Public Authorities would not have access to time-sensitive information in relation to my application.

Please tick only one box as appropriate

- I have read and understand the above paragraphs. I consent to the disclosure of my personal data, any other information and records in relation to the above course(s) to the Specified Public Authorities for the purposes of fees reimbursement under the CEF and audit inspection.
- I have read and understand the above paragraphs. I confirm that I will **not** apply for fee reimbursement under the CEF for the above course(s) and do not consent to the disclosure of my personal data to the Specified Public Authorities.

Signature: _____

Name of Course Participant: _____

Hong Kong Identity Card Number: _____

Date: _____

* To be signed by every CEF course participant **upon** course enrolment and kept by the Course Provider.