

For Internal Use Only

Received on: _____

Application No.: _____

Individual ID: _____

Student Membership Application Form

學生會員申請表格

Please complete and sign the form and return it with payment and supporting document(s) to the HKSI Institute. The information contained in this form will be kept confidential.
請填妥並簽署表格，連同費用及證明文件送交學會。申請表內的所有資料均會保密。

Please complete **ALL** sections unless marked optional with #. 請填寫表格所有部分，已標示為“#”的除外。

Please put a "✓" in the box where appropriate. 請在適當的方格內加上✓。

1. Personal Particulars 個人資料			
<input type="checkbox"/> Mr 先生 <input type="checkbox"/> Miss 小姐	English	Surname*	Given Name*
	中文 (if applicable)	姓氏*	名字*
	*As stated on your HK Identity Card / Passport 必需與香港身份證/護照上相同		
HK Identity Card/ Passport Number 香港身份證/護照號碼		Date of Birth 出生日期 (DD/MM/YYYY)	
2. Contact Information 聯絡資料 (See Note i 請參考說明 i 項)			
Mailing Address 通訊地址		Mobile Phone Number 流動電話號碼	
Email Please provide both personal and university email addresses and put a ✓ to indicate your preferred email for correspondence. 電郵 請提供個人以及大學電郵地址，並在方格內加上✓設定為通訊電郵地址。			
<input type="checkbox"/> University Email 大學電郵		<input type="checkbox"/> Personal Email 個人電郵	
3. Academic Information 課程資料			
Please attach photocopies of documents proving your full-time post-secondary student status, examples included a valid student identity card with card expiry date, academic transcript issued by a local, mainland or overseas registered education institution that you are attending. 請附上證明文件副本以顯示您是全日制高等教育院校學生，例如您所就讀的本地、內地或海外註冊教育機構所發出的有效學生證(需顯示證件有效日期)、學業成績單。			
Education Institution 教育機構	Name 名稱	Country 國家	
Programme 課程 (Please provide full name of programme. 請填寫課全名)			
Admission Date 入學日期 (MM/YYYY)		Expected Graduation Date 預計畢業日期 (MM/YYYY)	
4. Disciplinary Record 紀律處分記錄			
Please ✓ the appropriate box below. 請於以下合適的方格內加上✓。			
Have you been disciplined in any way - i.e. cautioned, fined, suspended or awarded any kind of penalty or punishment by any authority - in the last five (5) years? 您在過去 5 年內有沒有遭受任何形式的紀律處分，例如受到警告、罰款、停學或受到任何機構的任何形式的懲罰或處分？			
<input type="checkbox"/> NO , I have NOT been disciplined. 沒有，我未曾遭受紀律處分。			
<input type="checkbox"/> YES , I have been disciplined. (Please provide full details separately and attach the document to the application.) 有，我曾遭受紀律處分。(請提供詳情並連同此表格一併遞交。)			

Notes 說明

Note i – Contact Information 聯絡資料

Contact information and preference indicated in this form will supersede those you have provided earlier (if any).

此表格上的聯絡資料和通訊方式設定將取代您之前所提供的資料 (如果有)。

Note ii – Subscription Fee and Payment Information 會費及繳款資料

- a. Subscription fee forms part of a complete Membership Application. Application will not be processed unless payment is settled.

繳付會費是申請會籍的程序，申請表格需連同會費一同遞交，否則學會不會處理申請。

- b. If your application is unsuccessful or withdrawn, refund will be arranged after deducting a non-refundable administrative fee (current rate at 40% of the applicable joining and annual subscription fee). For details, please refer to the “Individual Membership” section of our website.

如申請未獲批准或您的撤回申請，學會將在扣除不可退還的行政費用 (現行比率為所需會費及年費用的 40%) 後將餘額退還。詳情請瀏覽學會網站“個人會籍”部分。

- c. More payment methods are available at our Service Counter. Please visit our website, www.hksi.org, under the section 'Payment Methods' for more details.

學會亦透過櫃位提供更多的付款方式。詳情請瀏覽學會網頁 www.hksi.org “付款方式”。

Note iii – Member Ambassador Scheme 會員大使計劃

If you are introduced to join membership by a current HKSI Institute member, the member will be recognised as a “Member Ambassador” and may enjoy reward under this scheme. Please provide sufficient information to identify the Member Ambassador. For details about the scheme, please refer to our website.

如果您是由學會現任會員介紹入會，該會員將成為學會的“會員大使”並享計劃獎賞。請提供充足資料以識別該會員大使。計劃詳情請瀏覽學會網站。

Personal Information Collection Statement

1. The Personal Information Collection Statement (“**PICS**”) is made in accordance with the guidelines issued by the Office of the Privacy Commissioner for Personal Data. The PICS sets out the policies and practices of the HKSI Institute with regard to your personal data¹ and what you are agreeing to with respect to the HKSI Institute’s use of your personal data for the purposes identified below.
2. Data collected may be accessible by the HKSI Institute’s officers, persons or committees processing membership application and related matters. Please refer to the HKSI Institute’s privacy policy on its website at <https://www.hksi.org/en/privacy-policy/>.

Purpose of Collection

3. The personal data provided in the membership application form will be used by the HKSI Institute for one or more of the following purposes:
 - evaluating and processing of your membership application and the making of other membership-related decisions;
 - contacting bodies relevant to your application to check and verify the information submitted in your application;
 - research and/or statistical purposes;
 - keeping the register of members (physical and/or digital form) for inspection and compliance purpose;
 - any other purposes directly relating to any of the above.

Transfer of Personal Data

4. The HKSI Institute will keep your personal data confidential. However, subject to the provisions of any applicable law, the personal data may be:
 - supplied to any agent, contractor or third party who provides administrative or other services to the HKSI Institute, local and overseas and who has a duty of confidentiality to us, including such persons as external auditors, consultants and agents;
 - disclosed to any governmental or regulatory authorities or departments, or courts of law or any other person, in Hong Kong or elsewhere, for the purpose of verifying personal data provided by you to the HKSI Institute.

Access to Data

5. Unless otherwise agreed, any documents containing your personal data that you provide to the HKSI Institute will become the property of the HKSI Institute and will not be returned to you. The HKSI Institute will destroy any documents and personal data it holds in accordance with its internal policy and applicable laws. Applicants are required to complete their applications within three months. Failing that they may be deemed to have withdrawn their applications. Personal data of the unsuccessful and withdrawn applicants will be destroyed within three months from the date of rejection or withdrawal.
6. You have the right to request access to and correction of your personal data in accordance with sections 18 and 22 and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Chapter 486 of the Laws of Hong Kong). The HKSI Institute has the right to charge a reasonable fee for processing of any data access request.
7. Any enquiries regarding the personal data provided in the application form or any other form of request for information (as the case may be), or requests for access to personal data or correction of personal data, should be made via [Online Portal](https://login.hksi.org/login) (<https://login.hksi.org/login>) or addressed in writing to:-

The Data Privacy Officer, Corporate Affairs Department

By mail to: The Hong Kong Securities and Investment Institute
17/F, Cambridge House, Taikoo Place,
979 King's Road, Quarry Bay, Hong Kong; or

By email to: info@hksi.org

¹ “Personal data” is defined in Section 2 of the Personal Data (Privacy) Ordinance, Cap 486 (“PDPO”).

收集個人資料聲明

1. 個人資料收集聲明(“聲明”)是根據香港個人資料私隱專員公署發布的指引制定，聲明列出香港證券及投資學會(“學會”)對您的個人資料² 政策和作業守則，以及您同意學會將您的個人資料用作下列用途。
2. 學會的職員、人員或委員會可能會接觸所收集的資料，以處理會籍申請及相關事宜。有關學會的《隱私政策聲明》，請瀏覽網站 <https://www.hksi.org/hk/privacy-policy/>。

收集資料目的

3. 您於會籍申請所提供的個人資料，將被學會用作以下列一項或多項用途：
 - 評估和處理您的會籍申請，並作出其他與會籍相關的決定；
 - 聯絡相關的機構以查證及核實您申請時所提交的資料；
 - 研究及/或統計用途；
 - 保存會員名冊（實物和/或數碼形式）供查閱及合規用途；
 - 與上述任何一項直接相關的任何其他用途。

個人資料轉移

4. 學會會對您的個人資料保密，除非是按照任何適用法律的規定，您的個人資料可能會：
 - 學會可能會向任何在本地和海外向學會提供行政或其他服務的代理、承辦商或第三者提供您的個人資料，包括外部審計師、顧問和代理等，所列者均對學會負有保密責任；
 - 向香港或其他地方的任何政府或監管機構或部門、法院或任何其他人士披露您的個人資料，以核實您向學會所提供的個人資料。

查閱資料

5. 除非另外協議，否則您所提供有含有個人資料的文件將成為學會的資產，學會將不會退還。學會將按照其內部政策和適用法律銷毀所持有的任何文件及個人資料。申請人需於三個月內遞交完整申請，否則可能被視為撤回申請。學會將於拒絕或申請人撤回申請之日起計的三個月內銷毀相關的個人資料。
6. 根據《個人資料(私隱)條例》（香港法例第486章）第18條、第22條及附表1的第6原則，您有權要求查閱和更改您的個人資料。學會有權就處理任何查閱資料的要求，收取合理的費用。
7. 如欲查詢申請表格上的個人資料，或以任何其他形式提出資料請求（視情況而定），或要求查閱個人資料或更正個人資料，請透過學會[電子服務網站](https://login.hksi.org/login)（<https://login.hksi.org/login>）或以書面形式提出：

機構事務部資料私隱主任

郵寄至： 香港證券及投資學會
香港鰂魚涌英皇道979號太古坊康橋大廈17樓；或
電郵至： info@hksi.org

² 第486章《個人資料（私隱）條例》第2條定義“個人資料”。