Enrolment method

Applicants are required to complete the Course Application Form and provide the original of the following supporting documents. Course applications may not be accepted should applicants fail to provide the information or documents required.

1. Proof of eligible employee of the HKSAR
   - Hong Kong Permanent Identity Card or HKSAR Passport, or
   - Hong Kong Identity Card, with HKSAR Document of Identity for Visa Purposes or other travel documents

2. Proof of educational attainment
   - Applicants should submit proof of highest educational attainment issued by the school/institution concerned

3. Proof of work experience or professional qualification/certification (if applicable)
   - Applicants should provide proof of work experience or professional qualification/certification as specified in the entry requirements of courses. Examples of proof include a reference letter from the employer, employment contract, work/service agreement, staff identification card, valid industry-specific registration, licence, salary statements, MPF statements, Smart Helper Card, etc.

Applicants may submit course applications to the Training Body offering the courses:
1. In person [NOTE 1] — applicants should bring along the original of the supporting documents required to the Training Body and complete the Course Application Form; or

2. By post — applicants should submit completed application forms supplemented with copies of supporting documents required to the Training Body. Applicants are required to provide original of the supporting documents before class commencement; or

3. Online — applicants may submit online course applications at the ERB website (www.erb.org). Applicants are required to provide original of the supporting documents before class commencement

Love Upgrading Special Scheme 6

1. Eligible employees of the HKSAR; and

2. On or after 1 June 2019;
   - Unemployed; or
   - Underemployed; or
   - Required to take no-pay leave at employer's request
   - The amount of work/working hours/income from employment or self-employment in the month of course application is 80% or less than that in any of the previous three months

3. No restriction on industry and education attainment. Applicants should be eligible employees

Eligible trainees who have completed a course under the Scheme with an attendance rate of 60% will be disbursed a special allowance.

Remarks:

- Participants who are not Airport Restricted Area Pass holders are required to submit all necessary documents for applying for the "Visitor Permit". Please click here for more information on the required documents
- All participants are required to follow the latest COVID-19 precaution measures required by the Government and Airport Authority Hong Kong
- Participants are required to undergo the PCR-based nucleic acid test for COVID-19 at their own cost

Note 1 : Thank you for choosing our course. Please click the below link and fill in the following information. Our staff will contact you by phone to follow up on your application.

https://forms.office.com/Pages/ResponsePage.aspx?id=vhI0v-6SQkC384VlMGHS0oApQ_gpbtVNswuopcT6gB9UOVVMWThQM0lURFBBWU81Q0o2Q0Q3OFI0Ni4u