

(A) Programme Applied For

Programme: **Bachelor of Science (Honours) Aviation Management**
 Programme Code: **BSCAM5001**
 Awarding Body: **Coventry University**
 Mode of study: **Part-time Evening**

Non-local Higher and Professional Education Courses List Registration Number: 253374

(B) Personal Particulars

Name in English:

(same on Travel Document/ HKID Card)

_____ (Surname)

_____ (Given Name)

Name in Chinese:

(same on Travel Document/ HKID Card)

Title: _____

Gender: _____

Male

Female

Date of birth (DD/MM/YY): _____

Nationality: _____

HKID Card number: _____

()

HK Permanent Resident: _____

Yes

No

(if applicable)

Resident: _____

Contact phone no.: _____

E-mail address: _____

Address: _____

Highest Education Level Attained: _____

Full Time Work Experience (Years): _____

(C) Academic Qualifications

1.			
Name of Institution:	_____		
Awarding Country:	_____		
Major Subject:	_____		
Minor Subject:	_____		
Qualification obtained:	_____		
Period of Study:	From (MM/YY)	To (MM/YY)	
	_____	_____	
Mode of study:	Full-time	Part-time	Distance Learning
2.			
Name of Institution:	_____		
Awarding Country:	_____		
Major Subject:	_____		
Minor Subject:	_____		
Qualification obtained:	_____		
Period of Study:	From (MM/YY)	To (MM/YY)	
	_____	_____	
Mode of study:	Full-time	Part-time	Distance Learning

(C) Academic Qualifications (con't)		
3.		
Name of Institution:		
Awarding Country:		
Major Subject:		
Minor Subject:		
Qualification obtained:		
Period of Study:	From (MM/YY)	To (MM/YY)
Mode of study:	Full-time Part-time	Distance Learning

(Use separate sheet if required)

(D) English Language Proficiency			
1. Hong Kong Advanced Level Examination (HKALE) – Use of English			
Grade:			
2. Hong Kong Certificate of Education Examination (HKCEE) – English Language (Syllabus B)			
Grade:			
3. Hong Kong Diploma of Secondary Education Examination – English Language			
Grade:			
4. Other Test (e.g. IELTS, TOEIC, etc)			
Name of test			
Date of Test: (DD/MM/YY)			
Writing:		Listening:	
Speaking:		Reading:	
Total Score:			

(E) Professional Qualifications			
1.			
Professional Qualifications:			
Date qualified: (DD/MM/YY)			
Awarding Institution:			
Awarding Country:			
	By Exam	By Exemption	By Application
2.			
Professional Qualifications:			
Date qualified: (DD/MM/YY)			
Awarding Institution:			
Awarding Country:			
	By Exam	By Exemption	By Application
3.			
Professional Qualifications:			
Date qualified: (DD/MM/YY)			
Awarding Institution:			
Awarding Country:			
	By Exam	By Exemption	By Application

(Use separate sheet if required)

(F) Working Experience (Please list your current job first)					
	Organization	Country	Position	Working Period	
				From(MM/YY)	To(MM/YY)
1					
2					
3					
4					
5					

(Use separate sheet if required)

(G) Personal Information Collection Statement
<p>(A) Collection and Use</p> <ol style="list-style-type: none"> 1. Personal data collected from you in the programme application form will be used by the Hong Kong International Aviation Academy (“Academy”), which is operated by Hong Kong International Aviation Academy Limited (“HKIAAL”) for the purposes which are directly relating to: <ol style="list-style-type: none"> i. processing your application, registration or enrollment for the Programmes; ii. administering your attending of or participation in the Programmes including but not limited to setting up student account, issuing notifications to you, conducting assessment and evaluation; and/or iii. handling your request to use or usage of facilities/ resources of the Academy. 2. Please note that all fields of personal data are mandatory. If you do not provide such personal data, the Academy may not be able to (i) process your application, registration or enrollment for the Programmes; (ii) administer your attending of or participation in the Programmes including but not limited to setting up student account, issuing notifications to you, conducting assessment and evaluation; and/or (iii) handle your request to use or usage of facilities/ resources of the Academy. 3. Personal data provided by applicants not admitted as a student of the Academy will be destroyed after the completion of the admission exercise. 4. The Academy will keep any personal data held by us confidential. Such personal data will only be accessed by our authorised personnel for the purposes for which such personal data were collected. 5. It is mandatory for you to provide your personal data, failing which will render the Academy unable to consider your application. <p>(B) Transfer of Data</p> <ol style="list-style-type: none"> 6. Personal data collected may be disclosed or transferred to partnering education institutions of the Academy providing or involved in providing the Programmes that you have enrolled and/or our administration services contractors/ agents for the purposes as stated in paragraphs 1 and 2 above (whether within or outside Hong Kong). <p>(C) Access to Personal Data/ Enquiries</p> <ol style="list-style-type: none"> 7. You have the right to request access to and correction of your personal data held by the HKIAAL in accordance with the Personal Data (Privacy) Ordinance (Cap. 486). HKIAAL may charge you a reasonable fee for handling your request for access to your personal data. 8. If you wish to access/ correct your personal data held by HKIAAL, please complete the Data Access Request Form specified by the Privacy Commissioner for Personal Data under section 67 of the Personal Data

(Privacy) Ordinance. Such form can be downloaded from the web-site of Privacy Commissioner for Personal Data the link to the Form.

9 Please send your data access request, data correction request or any enquiries concerning your personal data to Personal Data Officer of HKIAA at bscam@hkiaacademy.com.

Acknowledgment

I acknowledge that I have read and agree to the above Personal Information Collection Statement of the Hong Kong International Aviation Academy.

Applicant's signature

Date

(H) Declaration

1. I authorize the Hong Kong International Aviation Academy to use, check and verify my data as required for my application.
2. I understand that the data I provided may be transferred to third parties to facilitate admission verifications, communication, operations and planning.
3. I understand that I may have to provide additional information or documentary proof in support of my application according to request from the Hong Kong International Aviation Academy.
4. I understand that original certificates in support of the qualifications listed in the application will be required for verification upon request by the Hong Kong International Aviation Academy. Applicants who fail to produce these documents for verification may result in disqualification of their applications for admission.
5. I declare that the information given in this form is true, accurate and complete to the best of my knowledge. I understand that any misrepresentation will disqualify my application.

Applicant's signature

Date

Notes to Applicants

Please send the completed application form and below supporting documents to: - bscam@hkiaacademy.com

- *Signed Programme Application Form*
- *HKID copy*
- *Supporting document(s) for (including but not limited to certificates, transcripts, etc.): -*
 - Academic Qualifications*
 - English Language Proficiency*
 - Professional Qualifications*
 - Working Experience*
- *Update Curriculum Vitae ("CV") (if applicable)*

For enquiries, please contact us via email at: - bscam@hkiaacademy.com