

香港體育學院有限公司
Hong Kong Sports Institute Limited
申請香港體育學院有限公司課程學員證明
Application of Reference Letter for
Hong Kong Sports Institute Limited Course Participant



課程參加者姓名 (英文) _____ (中文) _____
Name of course participant (English) _____ (Chinese) _____

體育會會員証號碼 (如適用) _____ 性別 男 / 女
Sports Club Membership No. (if any) _____ Sex M / F

所參加課程資料
Information for the course joined

月份/年份 Month/Year (例 e.g. 01/03)	參加課程類別/課程編號 Course Joined/Course Code	課程級數 Level Attained	備註 Remarks

其他資料
Other Information : _____

申請人/家長姓名 _____ 簽署 _____
Applicant/Parent's Name : _____ Signature : _____
聯絡電話號碼 _____ 日期 _____
Contact No. : _____ Date : _____

備註 Notes

- ※ 每項申請必須繳交手續費港幣二十元
Handling fee for each application is HK\$20
- ※ 證明文書申請約需十四個工作天辦理
It takes around 14 working days to process the application
- ※ 請附上已貼郵票的回郵信封
Please attach with your self-addressed envelope (with stamp)
- ※ 請以正楷填寫表格
Please complete this form in BLOCK LETTERS

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- Handling Fee (Receipt No. _____) Form received by _____ on _____
- Reference letter ready by _____ on _____
- The reference letter is sent out on _____ / received by _____ on _____