



Application Form 入學申請表 (A) : IGCSE/GCSE/GCE/IB

Please use **BLOCK letters**, ☒ as appropriate 請以正楷填寫此表格，並於適當方格加上✓

Course applied for 報讀課程

Course Name 課程名稱	Course Date/Time 上課日期/時間	Tuition Fee 學費	OFFICIAL USE ONLY 職員專用
		\$	Student No.: 學生編號
		\$	Staff Name: 職員姓名
		\$	Date: 處理日期
Venue 上課地點			Dismissal Arrangement 放學安排
Flat D, 5/F, European Asian Bank Building 歐亞銀行大廈 5 樓 D 室			<input type="checkbox"/> Leave alone 自行放學 <input type="checkbox"/> Leave with parents/maid 家長/工人接送

Student Particulars 學生資料 (Please print as on HKID Card 必須與香港身份證相同)

Name in English: _____
英文姓名

Surname 姓 _____ Name 名 _____

Name in Chinese: _____ HKID Card No.: _____ () Sex: ☐ M ☐ F
中文姓名 香港身份證號碼 性別 男 女

Date of Birth: _____ Name of School: _____ Grade: _____
出生日期 Year 年 Month 月 Date 日 學校名稱 年級

Contact Information 聯絡資料

Contact Number: _____
聯絡電話

E-mail: _____

Room/Flat 室 _____ Floor 樓 _____ Block, Building 座、大廈 _____
Address 通訊地址: _____

Estate, Street/Road 屋苑、街道 _____ District 地區 _____

Emergency Contact Person 緊急聯絡人

Name 姓名	Relationship 關係	Phone 電話

Please list any medical conditions or special learning needs here 如有需要本中心注意的健康狀況或特殊學習安排，請在此註明

Payment Methods 繳款方式

Total Amount 總金額: HK\$

☐ Use promotion coupon, coupon code 使用推廣優惠，優惠券編號: _____

☐ Cheque/Bank Draft No. 支票/銀行本票號碼: _____ (Bank 銀行: _____)

☐ Bank Deposit 銀行轉帳: ☐ Hang Seng Bank 恒生銀行有限公司 ☐ Nanyang Commercial Bank 南洋商業銀行

Deposit date 存款日期: _____ YYYY 年 _____ MM 月 _____ DD 日 Ref. No. 收據編號: _____

Declaration and Confirmation 聲明及確認

(Below has to be signed by adult above the age of 18 簽署人須為 18 歲或以上人士)

☒ I, hereby, acknowledge that all information stated in this application form is correct and agree the personal information included in this form will only be used in the application process and related matters by High Intelligence Education Co., Ltd. & Wind Breaker Learning Centre ("the Centres") and understand that all fees paid are non-refundable or non-transferable. I have read and agree to the "Notes for Application" and the "Personal Information Collection Statement" on the back. 本人聲明此表格所填寫的資料，均為真實正確，亦同意高智能教育有限公司及破風教育中心（下稱「中心」）使用本人的入學申請表內所提供的資料作入學安排及其他與課程有關之事宜，並明白所有已繳費用不可退回或轉讓。本人已細閱、明白和同意本表格背頁的「申請須知」及「收集個人資料聲明」的條款。

Applicant or Guardian's Signature 申請人或監護人簽署:

Date 日期:

YYYY 年 MM 月 DD 日



Survey 問卷調查

How did you learn about our course information? (You may choose more than one option.) 如何得知本中心之課程? (可多選)

☐ Google ☐ Yahoo ☐ YouTube ☐ Facebook ☐ WeChat 微信 ☐ Instagram ☐ Twitter ☐ LinkedIn

☐ Referral by schoolmate/friend (please specify name) 同學/親友介紹 (請註明介紹人): _____

☐ Promotion pamphlet at school 從學校收到宣傳單張 ☐ Promotion pamphlet in street 從街上收到宣傳單張

☐ Others, please specify 其他 · 請註明: _____

A. Notes for Application 申請須知

1. Apply for Admission 申請入學

The completed application form must be submitted to us together with the cheque/bank draft/bank deposit receipt. The application will only be processed after the application form and tuition fees have been fully collected.

填妥的報名表格必須連同支票 / 銀行本票 / 銀行存款收據，提交本公司。申請將於報名表格及學費完整收妥後才獲處理。

2. Payment Methods 繳費方式

(a) Cheque/Bank Draft 支票付款

Crossed cheque/bank draft should be made payable to "High Intelligence Education Co., Ltd.". Post-dated cheques will not be accepted. Please write the [student's name], [course name], [course date/time] and [contact telephone number] on the back of the cheque/bank draft. Please return the cheque together with the application form to the company:

- (i) Mail to the Registration Unit at Flat B2, 2/F, Lucky Horse Industrial Building, 64 Tong Mi Road, Mong Kok, Kowloon.
- (ii) Apply in person during the office hours at Flat D, 5/F, European Asian Bank Building, 749 Nathan Road, Kowloon.
(Office hour: Mon-Fri 9:30 am – 6:00 pm; Sat 10:00 am – 4:00 pm)

劃線支票抬頭請註明「高智能教育有限公司」，並於支票背面寫上：【學生姓名】、【課程名稱】、【上課日期/時間】及【聯絡電話】。恕不接受期票。請把支票連同報名表格交回本公司：

- (i) 郵寄至九龍旺角塘尾道 64 號龍駒企業大廈 2 樓 B2 室 報名組收；
- (ii) 於辦公時間親身到中心報名，地址：九龍彌敦道 749 號歐亞銀行大廈 5 樓 D 室。
(星期一至五：上午 9:30 至下午 6:00；星期六上午 10:00 至下午 4:00)

(b) Bank Deposit 銀行存款

Tuition fees can be credited to the following accounts. Please write on the deposit receipt: [student's name], [course code], and [contact telephone number].

Account Name: High Intelligence Education Co., Ltd.

- Hang Seng Bank Account No.: 228-196945-001
- Nanyang Commercial Bank Account No.: 043-477-00127625

Send the application form and bank receipt to us via:

- (i) WhatsApp/WeChat no. 56990450
- (ii) Facebook Messenger/ Instagram Direct @wblearning.center
- (iii) E-mail to info@wblearning.center
- (iv) Mail to the Registration Unit at Flat B2, 2/F, Lucky Horse Industrial Building, 64 Tong Mi Road, Mong Kok, Kowloon.
- (v) Apply in person during the office hours at Flat D, 5/F, European Asian Bank Building, 749 Nathan Road, Kowloon.
(Office hour: Mon-Fri 9:30 am – 6:00 pm; Sat 10:00 am – 4:00 pm)

If the applicant fails to provide valid bank receipts for any reason, he/she must make the payment before class. The payment can be refunded after the applicant has provided the relevant bank receipts.

報名學費可存入以下戶口內，請於存款收據正面寫上：【學生姓名】、【課程編號】及【聯絡電話】。

戶名：高智能教育有限公司

- 恒生銀行有限公司之戶口號碼 228-196945-001
- 南洋商業銀行之戶口號碼 043-477-00127625

請把存款收據連同報名表格，提交本公司：

- (i) WhatsApp/WeChat 至 56990450
- (ii) Facebook Messenger/ Instagram Direct 至 @wblearning.center
- (iii) 電郵至 info@wblearning.center
- (iv) 郵寄至九龍旺角塘尾道 64 號龍駒企業大廈 2 樓 B2 室 報名組收
- (v) 於辦公時間親身到中心報名，地址：九龍彌敦道 749 號歐亞銀行大廈 5 樓 D 室。
(星期一至五：上午 9:30 至下午 6:00；星期六上午 10:00 至下午 4:00)

如申請人因任何原因而導致未能提供有效的存款收據 (入數紙)，須在上課前重新繳付。待申請人取得相關證明後方可退回。



3. Guidelines for Students' Absence 學生缺席指引

(I) Private Tuition (Individual/Group) 私人課程 (個別/小組)

- (a) Tuition fees are on monthly basis. If the student is enrolled in the last class of the month, he/she must pay the tuition together with the tuition for the next month.
 - (b) All payment is to be made 7 working days before the commencement of class.
 - (c) Individuals/group students must notify the Centres of leave by oral or written notice two working days prior to the commencement of class. Successful application of leave can be handled with one of the following two options:
 - (i) The class can be re-arranged to another date within that month agreed by both the tutor and the student(s).
 - (ii) If re-arrangement of class is not applicable, the fees of this session will be carried forward to the next month. This arrangement will be limited to once a month.
 - (d) If students in the same group are not all on leave, point (I)(c)(i) is not applicable for the absentee(s). Only point (I)(c)(ii) will be applicable.
 - (e) If a student fails to notify the Centres of the absence in advance, the Centres will not re-arrange the class and will not postpone the tuition to the next month. The tuition fees paid for classes in the period of absence cannot be refunded.
 - (f) When the absence of class is due to sickness and supported by a medical certificate, 2 options are available:
 - (i) The individual/whole group of students can be re-arranged to another date within that month agreed by both the tutor and the student(s).
 - (ii) If students in the same group are not all on leave, re-arrangement of class will not be done. The fees paid will be carried forward to the next month. No refund will be made.
- (a) 學費以每月計算。如學生入學時是當月最後一節課堂，必須連同一個月學費一同繳交。
- (b) 必須在上課日 7 個工作天前繳付學費。
- (c) 個別/小組學生必須於上課日 2 個工作天前，經口頭或書面通知中心請假。有 2 種處理方式：
- (i) 在當月重新安排該堂，上課時間須經導師及學生一致同意；
 - (ii) 假如未能重新安排上課時間，該堂學費將會順延至下一個月使用。此安排只限每月一次。
- (d) 如果小組學生並非全部請假，缺席者不可能跟從(I)(c)(i)指引，只可以(I)(c)(ii)安排。
- (e) 如有學生沒有預先通知中心缺席課程，該堂不會獲重新安排或把學費順延到下一個月，所繳學費也不能退回。
- (f) 假如學生因病請假，並提供醫生紙，有 2 種處理方式：
- (i) 在當月重新安排該堂，上課時間須經導師及學生一致同意；
 - (ii) 如果小組並非全部請假，缺席者不會被安排上課時間，該堂學費將會順延至下一個月使用。不設退款。

(II) Seasonal Courses – Group Tuition (New Year, Easter, Summer Holidays, Christmas, Term Break)

季節性課程——組別上課 (新年、復活節、暑假、聖誕節、學期休假)

- (a) All payment is made 7 working days before the commencement of class.
 - (b) Should a student need to be absent from a class, the tuition fee for that session will not be refund. No re-arrangement of class will be made.
 - (c) When the absence of class is due to sickness and supported by a medical certificate, the fees paid will be carried forward to the next month. No re-arrangement of class will be done. No refund will be made.
- (a) 必須在上課日 7 個工作天前繳付學費。
- (b) 任何學生缺席均不設退款，也不會重新安排該堂。
- (c) 假如學生因病請假，並提供醫生紙，該堂學費將會順延至下一個月使用。不會重新安排課堂及不設退款。

(III) Re-arrangement of Class 重新安排課堂

- (a) Class cancellations due to bad weather or tutor's sickness will be re-arranged as follows:
 - (i) For Private Tuition (Individual/Group): The class can be re-arranged to dates agreed by tutor(s) and student(s). No refund will be made.
 - (ii) For Seasonal Courses – Group Tuition: If the student is unable to attend the re-arranged class, no refund or alternative compensation will be offered.
- (a) 如因惡劣天氣或導師生病而停課，將會作以下安排：
- (i) 私人課程 (個人/小組)：該堂將會被重新安排，在導師和學生同意的時間上課。不設退款。
 - (ii) 季節性課程——組別上課：如有學生未能出席重新安排之課堂，不設退款或替代補償。



4. Others 其他

- (a) The Centres reserve the right to cancel a course if enrolment is insufficient.
 - (b) Transfer to another course could be arranged if the applied course is full or cancelled.
 - (c) Please refer to the “Bad Weather Policy” for bad weather conditions.
 - (d) All discounts are bound by the relevant terms and conditions.
 - (e) The Centres reserve the right to take photos or video-record of the class activity for the purpose of publicity and course promotion. Participants who do not wish to be captured by photo/video or be shown in any other means, please kindly notify staff in advance. The Centres will then make proper arrangement.
 - (f) The Centres reserve the right to change the Notes for Application, as it deems necessary, without advance notification. Please contact us for the latest Notes for Application.
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- (a) 如報名人數不足，本中心有權取消該課程。
 - (b) 如因課程額滿而被取消，學生可獲安排轉讀另一課程。
 - (c) 如遇天氣問題，請參閱「惡劣天氣政策」所列之處理方法。
 - (d) 如使用推廣優惠，須受有關條款及細則約束。
 - (e) 本中心於課堂 / 活動時所拍攝的相片或錄像，將會用作宣傳或推廣之用。若參加者不欲於課堂或活動中被拍攝，歡迎參加者直接向職員反映，本公司樂意作出相應安排。
 - (f) 本中心保留更改申請須知之權利，而不作任何事前通知，請聯絡我們查閱最新版本之申請須知。

B. Personal Information Collection Statement 收集個人資料聲明

1. Purpose of Collection 收集目的

High Intelligence Education Co., Ltd. and Wind Breaker Learning Centre (“the Centres”) will collect personal data of applicants/guardians for the following purposes:

- (a) communicating with applicants/guardians through print or online channels to provide applicants/guardians with activities, courses or services;
- (b) handling administrative tasks such as handling applications, issuing interim and official receipts, receiving notifications, arranging courses, activities, service contents (including but not limited to calling, posting, obtaining certificates), review services, statistics, opinion surveys, follow up and so on.

高智能教育有限公司及破風教育中心（下稱「中心」）會收集申請人 / 監護人的個人資料作以下用途：

- (a) 向申請人 / 監護人透過印刷品或網上渠道溝通，提供申請人 / 監護人所需的活動、課程或服務；
- (b) 處理行政工作，如處理申請、發出臨時及正式收據、收款通知、安排課程、活動、服務內容（包括但不限於點名、貼堂、領取證書）、檢討服務、統計、意見調查、跟進等。

2. Possible Transferees 可能轉移資料

The personal data provided by the applicant/guardian will be disclosed to the following parties:

- (a) the staff of the Centres who need to know such information for the purpose of collection;
- (b) any institution that assists in the provision of educational activities, courses or services;
- (c) any statutory, governmental or regulatory agency involved in compliance with the legal requirements applicable to the Centres.

申請人 / 監護人提供的個人資料會向下列有關方面披露：

- (a) 為了達致收集目的而有需要知道該等資料的中心職員；
- (b) 任何協辦教育服務、課程或服務的機構；
- (c) 為遵守適用於中心的法律規定而涉及之任何法定、政府或監管機構。

3. Access and Correction of Personal Information 查閱及更正個人資料

- (a) According to the Personal Data (Privacy) Ordinance, the applicant/guardian has the right to request access to and correct the personal data held by the Centres on the applicant/guardian.
- (b) Please ensure that the data the applicant/guardian provides to the Centres is accurate. If the applicant/guardian would like to access his/her personal data, please contact the Centres in writing.

Address: Flat B2, 2/F, Lucky Horse Industrial Building, 64 Tong Mi Road, Mong Kok, Kowloon.

- (a) 根據《個人資料（私隱）條例》，申請人 / 監護人有權要求查閱和更正中心所持有關於申請人 / 監護人的個人資料。
- (b) 請確保申請人 / 監護人向中心提供的資料正確無誤。如欲查閱或更正中心所持有關於申請人 / 監護人的個人資料，請以書面方式提出。

地址：九龍旺角塘尾道 64 號龍駒企業大廈 2 樓 B2 室

C. Enquiries 查詢

Tel. 電話: 2391 2543

WhatsApp/WeChat: 5699 0450

Facebook: fb.me/wblearning.center

E-mail 電郵: info@wblearning.center

Website 網站: wblearning.center