ENROLMENT FORM

Name (Mr./Ms./Mrs.) ....

HKID Card No. ....Age (CEF applicant only).........................

Title ....

Company ....

Address ....

Telephone No. .... (office) .... (home) .... (mobile)

Fax No. ....E-mail ....

Code	Course name	Date	Fee
		Total HK$	

Cheque should be crossed and made payable to "**Computer Academy**".

Company sponsored: ☐ Yes ☐ No

Do you possess the basic computer operation skills (e.g open and save files, manage document windows and mouse control) ?
☐ Yes ☐ No

How do you know our company?
☐ Advertisement ☐ Friends ☐ Our mailing ☐ Internet/E-mail
☐ Other _____

Signature & Chop: .... Date: ....

- Registration must be made on the **Enrolment Form** provided and returned to Computer Academy with school fee.
- Acceptance is subject to the discreton of Computer Academy.
- Applicants will be notified by telephone to confirm receipt of the application form and full programme fee.
- When a programme is over-subscribed, additional classes may be started in some cases. Applicants may then be notified of the new schedule.
- Telephone or fax reservations are welcome but are subject to confirmation by payment in full within 5 days of the date the reservation is made or 7 days prior to programme commencement, whichever is sooner.
- Applications with payment will be processed on a first-come first-served basis.
- Computer Academy reserves the right to make alterations regarding the details.
- Personal data will be used for the purposes of market research, programme development and direct mailing.