



## 外部證書學分申請表格 Application of CEUs by External Certificate

注意事項：請把填妥之表格、連同有關證明文件一併交回本院以便辦理申請手續。待本院收齊填妥之申請表格，有關證明文件及申請費用 (HKD \$50)<sup>1</sup> 後，方可處理台端之申請。只有體育或相關範疇之課程方可申請外部證書學分。

Notes: Please return the **form together with relevant supporting document** to Academy for processing the application. Application will be processed upon receipt of the completed application form, relevant supporting document and **application fee (HKD \$50)<sup>1</sup>**. All courses that are intended to be applied for external CEUs **should be related to the scope of physical training or relevant fields**.

課程名稱 Course Title:	
課程營辦者名稱 Course Provider:	
請填寫欲申請課程之詳情 Please fill in the course detail  及 AND  請附相關證明文件 Please attach supporting documents 1. 課程時間表 Course timetable 2. 課程簡介 Course prospectus (包括 Include: 考核詳情 assessment detail) 3. 證書之副本 Copy of certificate	教學時數 Contact Hour: _____ 小時 Hours
	教學模式 Teaching Mode:* 面授 Face to Face / 網上 Online / 混合 Mix
	課程是否包括考核? 如有, 請註明 Any assessment from this course? If yes, please state below 1. * 是 YES / 否 NO 2. 實務 Practical Exam ____次 time > *Mode 模式: 實體 Face to Face / 網上 Online / 混合 Mix 3. 理論 Theory Exam ____次 time > *Mode 模式: 實體 Face to Face / 網上 Online / 混合 Mix
	是否已完成課程並獲取證書? Do you complete the course and get the certificate? * 是 YES / 否 NO
	如有其他資料提供, 請在此列明 If you have any supporting information, please state here:

學號 Student ID No.	身份證號碼 HKID No.
申請人英文姓名 Name of Applicant (in English)	中文姓名 (in Chinese) (先生/女士/小姐)* (Mr./Mrs./Ms.)*
電郵地址 E-mail address	聯絡電話 Contact No.

\*請刪去不適用者

\*Please delete if inappropriate

申請安排需要 14 個工作天, 院方會正式通知申請者結果。

The application process will take 14 working days and the result will be notified to applicant by Academy.

申請人簽署

Applicant's Signature: \_\_\_\_\_

日期

Date: \_\_\_\_\_

<sup>1</sup> 請將申請費用 (HKD \$50) 付款到 Asian Academy for Sports and Fitness Professionals Limited 滙豐銀行戶口 "636-046252-001", 連同填妥之表格、有關證明文件及入數證明, 電郵至 [aasfp@aasfp.com](mailto:aasfp@aasfp.com)

<sup>1</sup> Please pay the **application fee (HKD\$50)** by using bank transfer to Asian Academy for Sports and Fitness Professionals Limited **HSBC account no. "636-046252-001"** And **email the completed application form, relevant supporting documents & bank transfer reference** to [aasfp@aasfp.com](mailto:aasfp@aasfp.com)

For AASFP Use Only - Endorsement and Approval

Applicant submitted application form together with:

Relevant Supporting Document

Application fee received

Handled by: \_\_\_\_\_

Date: \_\_\_\_\_

Action(s):	Result:	<input type="checkbox"/> Approved for _____ CEUs <input type="checkbox"/> Reject <input type="checkbox"/> Pending Others: _____
------------	---------	--

Form copied to:  Program team: \_\_\_\_\_

Program Manager: \_\_\_\_\_

Application approved by: \_\_\_\_\_ (Senior Officer) Date: \_\_\_\_\_

\_\_\_\_\_ (Program Officer) Date: \_\_\_\_\_