

HKU SPACE

Parent / Guardian Consent Form

(MUST be submitted together with the Application Form if the applicant is under the age of 18 on 27 Jan 2024)

To: HKU School of Professional and Continuing Education ("The School")

I, _____, (the undersigned) am the father/mother/guardian* of _____ of HKID no. _____.
(Name of Parent/Guardian) (Student's Name)

I hereby consent to let my child/child under my custody named above for enrolling in HKU SPACE (please fill in the application code(s) below^). I confirm that I have read and understood the 'Important Information for Parents/Guardians of Students Who Are Under the Age of 18 Years at the Time of Admission to the School' overleaf. To the extent that the matters and activities are legal under the applicable laws, I irrevocably agree and give consent to the following:

1. The parental responsibility in respect of the Student shall remain with the relevant parents/guardians (including myself) and the School will not act in loco parentis (i.e. will not assume parental responsibility).
2. The Student shall abide by any regulations, rules, policies and procedures of the School which is in large part an adult environment.
3. The Student may have access to any information and materials provided by the School or through the facilities of the School (including those normally suitable for adults only).
4. If the Student has provided consent (on the application form or subsequently through other channels) to receive promotional materials of the School and/or become an alumnus, the Student may also receive information and materials for these purposes.
5. The Student may participate or engage (pursuant to a course requirement or otherwise) in any academic, training, social and other activities (e.g. field trips, tours within or outside Hong Kong, visits to organisations) which may involve various kinds of risks.
6. In case of emergency, medical professionals may provide the Student with immediate and necessary medical treatments and/or operations.
7. The emergency contact person supplied in the application form and the parent/guardian must be the same person.
8. I understand that classes will immediately be suspended when an announcement is made by the Hong Kong Observatory that the Tropical Cyclone Signal No. 8 or above is in force, or is likely to be issued within the next two hours. I also understand that should this happen I will also be responsible for making the necessary arrangements for early dismissal of the student and take full responsibility for his/her safety.
9. I shall be liable for all fees, fines, charges, and other payments which the Student owes the School as well as the cost of repair of any damage of the School property, facility and equipment caused by the Student's negligence or failure to adhere to the proper operating procedures.
10. I shall be responsible for providing the School with the updated contact details, and any information in respect of the special needs and requirements of the Student.

The above agreement and consent shall lapse upon the Student reaching the age of 18 years. However, this shall not affect my parental responsibility and duty of care in relation to the Student.

^Course(s):

Application Code: 2165-1279NW

My contact details are:

Telephone No.: _____ Fax No.: _____

Email Address: _____

Signature: _____ Name: _____ Date: _____

*Please delete if not appropriate

(IN BLOCK)

Note: The information provided will be used by the School to perform its academic, educational and administrative functions. Under the Personal Data (Privacy) Ordinance, data subjects have the right to request access to and/or correction of their personal data held by the School. For such requests or any enquiries about the School's privacy policy, please contact the Data Protection Officer, HKU SPACE (please quote "Data Access Request") (email: privacy@hkuspace.hku.hk).

Important Information for Parents/Guardians of Students Who Are Under the Age of 18 Years at the Time of Admission to the School

1. Student minors and parental responsibility

Students who are under the age of 18 years at the time of admission to the School (student minors) are not adults from legal and social perspectives. While the School, in appropriate circumstances, will give due consideration and take necessary measures in handling affairs in regard to student minors, it should be noted that parental responsibility remains with the parents/guardians. The School will not act in loco parentis (i.e. will not assume parental responsibility).

2. Academic and social life in the School

Despite their minor status, student minors attending courses at HKU SPACE may:

- have access to a variety of information and materials (including those normally suitable for adults only) in a free academic environment;
- participate or engage (pursuant to a course requirement) in academic, training, social and other activities (e.g. field trips, tours within or outside Hong Kong, visits to organisations) which may involve various kinds of risks; and
- need to receive medical treatments, psychological treatments or counseling services, or undergo medical operations, in case of emergency.

3. Personal Data (Privacy) Ordinance

Student minors are protected by the Personal Data (Privacy) Ordinance. In this respect, parents/guardians have no automatic right to access the personal data of student minors. It is the normal practice of the School to correspond directly with students but not their parents/guardians. However, the School acknowledges that it is necessary to maintain updated contact details of the parents/guardians of student minors, in case of emergency. If appropriate, parents/guardians may also provide relevant information to the School in the interests of student minors.

Student minors are given a choice whether to receive the School's latest updates and promotional materials, and whether to stay connected with the School as an alumnus.

4. Consent

The parent/guardian of a student who is under the age of 18 years at the time of admission to the School is required to submit the completed and signed copy of the consent form (either English or Chinese version). **Without the required consent form, the School may have difficulty in arranging some of the teaching and learning activities for a student minor, and therefore, his or her studies may be affected.**

Note: In the event of a discrepancy between the English and Chinese versions, the English version shall prevail.

March 2023

香港大學專業進修學院 家長 / 監護人同意書

(2024 年 1 月 27 日入學時未滿 18 歲的學生須於報名時一併提交此家長 / 監護人同意書及報名表)

致：香港大學專業進修學院（以下簡稱「學院」）

本人_____，即下開簽署人，為_____（身份證號碼：_____）之父親 / 母親 / 監護人*。

（家長 / 監護人姓名*）

（學生姓名）

本人同意讓本人未滿十八歲的子 / 女 / 受監護人*（即上述學生）參與 HKU SPACE 課程（^請填妥以下報讀課程代碼）。現謹此確認已閱讀及理解「入學時未滿 18 歲學生之家長 / 監護人須知」的有關內容，並完全同意，只要有關事宜及活動乃基於適用法律下合法進行，學生將依從以下各項：

1. 學生父母 / 監護人（包括本人）將繼續履行與學生相關的家長責任，學院不會代任家長角色（即是不會負起家長的有關責任）。
2. 學院乃成年人的環境，學生一般被視作成年人，同時須遵守學院制定的規則、制度、政策及程序。
3. 學生可獲得學院或透過學院設施所提供的任何資訊或資料（其中可能包含僅適合成年人的內容）。
4. 如學生在報名表上（或其後透過其他渠道）表示願意收取學院的最新資訊及推廣訊息，及 / 或成為學院校友，學生亦將獲取此等資訊或資料。
5. 根據課程要求或其他需要，學生或需參與或參加當中可能有不同風險的活動（如實地考察、戶外旅行、境內外參觀）。
6. 學生在發生意外之時，可接受醫護人員的緊急醫療服務及 / 或手術醫治。
7. 學生於報名表提供的緊急聯絡人與本同意書的父母 / 監護人須為同一人。
8. 當香港天文台宣布八號或更高之熱帶氣旋警告信號已生效，或將於未來兩小時內發出，課堂會立刻終止。學生父母 / 監護人（包括本人）會就學生提前下課作適當安排，並對學生的安全負全責。
9. 學生父母 / 監護人（包括本人）會向學院承擔因學生疏忽或沒有遵守正確操作程序，而導致學院財產、設施或儀器損毀的維修成本費用、罰款、收費或其他款項。
10. 學生父母 / 監護人（包括本人）有責任向學院提供最新的聯絡資料，以及跟學生的特殊需要相關的任何資訊。

以上同意書將於學生滿 18 歲時終止，但不影響父母 / 監護人（包括本人）所承擔的家長責任及謹慎義務。

^報讀課程：

課程代碼：2165-1279NW

本人的聯繫資料：

電話：_____ 傳真：_____

電郵：_____

簽署：_____ 姓名：_____ 日期：_____

*請刪去不適用者

註：以上所提供的資訊將用作協助學院履行其學術、教育及行政職能。根據《個人資料（私隱）條例》，資料當事人有權要求查閱及改正學院所持有其個人資料。如有此類要求或欲查詢學院私隱政策，請聯絡個人資料私隱主任（請註明“查閱資料要求”）（電郵：privacy@hkuspace.hku.hk）。

入學時未滿 18 歲學生之家長 / 監護人須知

1. 未成年學生及家長責任

學生在入學時如仍未滿 18 歲（未成年學生），在法律及社會角度來看均非成年人。雖然學院會適當給予其關注並採取必要措施妥善處理與其相關的事務，但學生父母 / 監護人仍需履行家長責任。學院不會擔當代理監護人的角色（如不承擔家長的有關責任）。

2. 校內學業及社交生活

未成年學生雖然尚未成年，但他們須與其他學生一樣在校園裡學習和生活。因此，學生父母 / 監護人須特別注意，未成年學生可能：

- 在開放自由的學術環境裡接觸到大量資訊及資料（其中可能包含僅適合成年人的內容）；
- 根據課程要求參與或參加可能包含各種風險的活動（如：實地考察、戶外旅行、境內外參觀）；以及
- 在發生意外之時，可接受醫療、心理治療或輔導服務。

3. 個人資料（私隱）條例

未成年學生也受《個人資料（私隱）條例》的保護。因此，學生父母 / 監護人並無必然的權利獲取未成年學生的個人資料（如學業成績）。學院通常會直接與學生通信聯繫，而不是他們的父母 / 監護人。但是，學院認為有必要保留未成年學生的父母 / 監護人的最新聯絡資料，以備緊急之用。為未成年學生的利益著想，學生父母 / 監護人亦可選擇向學院提供其他相關資訊備用。

未成年學生有權選擇是否接收學院的最新資訊及推廣訊息，及是否成為校友，與學院保持聯繫。

4. 同意書

凡於開課時仍未滿 18 歲的學生，其父母 / 監護人須填寫並簽署同意書（中文或英文版本），交回學院。**如學院未收到該同意書，可能難以為未成年學生安排某些教學活動，或會影響其正常學習生活。**

註：以上內容的中英文版本如有歧異，概以英文版本為準。

2023 年 3 月