



通用報名表格

GENERAL ENROLMENT FORM

填寫報名表格前，請先細閱下列「收集個人資料聲明」、背頁「報名須知」及「健康評估問卷」。

Please read the Personal Information Collection Statement below, and the Enrolment Policy and Physical Activities Readiness Questionnaire at the back before filling in this enrolment form.

參加者資料 Personal Particulars

請以正楷填寫 Please complete in BLOCK letters

中文姓名 _____

Name in English _____

會證號碼 _____

Membership No. _____

電話 _____

Telephone _____

電郵 _____

Email _____

會證到期日 _____

Expiry Date _____

年齡 _____

Age _____

性別 男 M /

Sex 女 F

課程資料 Course Details

課程名稱 Name:	課程編號 Code:	費用 Fee:
1. _____	_____ / _____ / _____	_____ HKD\$
2. _____	_____ / _____ / _____	_____ HKD\$
3. _____	_____ / _____ / _____	_____ HKD\$
4. _____	_____ / _____ / _____	_____ HKD\$
5. _____	_____ / _____ / _____	_____ HKD\$

收集個人資料聲明

香港中華基督教青年會（下稱「本會」）會遵守及履行個人資料（私隱）條例之規定，並確保你的個人資料的準確性及安全性。你的個人資料（包括你的姓名、電郵地址）或會被本會透過電話／郵寄／電子郵件，用作聯絡通訊、籌款、推廣活動、研究調查及其他通訊及推廣之用途。若你希望停止接收本會上述各項資訊，請將中英文全名、會員證號碼及電話號碼，電郵予必列者士街會所（bscentre@ymca.org.hk）以安排相關刪除手續。如有查詢，請致電 2540 0526 與本會聯絡。

Personal Information Collection Statement

Chinese YMCA of Hong Kong undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data kept are accurate and secured. Your personal information (including your name, email address, etc) may be used by Chinese YMCA of Hong Kong for the purposes of sending organizational updates, fundraising appeals, event invitations, surveys and other communication and marketing materials to you via telephone, post and/or electronic mails. If you do not wish to receive any communication from us, please email your full name in both Chinese and English, together with your membership number and telephone number to Bridges Street Centre at bscentre@ymca.org.hk. For any enquiries, please contact us at 2540 0526.

報名須知

1. 參加者必須為有效會友，請於報名時出示有效會友證。
2. 所有課程以先到先得形式接受報名。
3. 課程之詳細資料及收生細則請參閱有關季刊、海報或致電查詢。
4. 本會只接受親臨報名，每人每次可遞交不多於3份報名表格。費用須以現金、易辦事或信用卡繳交。
5. 報名後請保留收據，以便查核。
6. 繳費後請依公佈日期上課，不作另行通知。
7. 所有課程收據，不得轉讓他人。
8. 如報名不被接受或有關課程取消，已繳學費將予發還，詳情將個別通知，學員需保留收據以作退款憑證。
9. 如因病患或私人理由未能參與已報課程，請參考課程退款安排。
10. 請仔細選擇最合適課程、日期及時間，如因個人理由要求轉班，須先聯絡課程負責同工，並需繳交每課程行政費\$100元。所有更改必須按名額情況及行政安排許可下才可作實，無論更改接受與否，所繳行政費概不發還。
11. 參加者如違反本會各項課堂守則，經導師或中心職員勸喻無效後，本會有權終止其上課。所繳費用，概不發還。
12. 所有課程均以粵語授課。(個別課程可安排以其他語言授課)
13. 學員如需申請出席證明信，須到票務處辦理申請手續，費用\$20，處理需時約一星期。
14. 本會保留刊登參加者活動照片之權利，有關相片或錄像有可能公開展出、刊登或播放，若參加者不希望的活動及興趣課程時被拍攝，可直接向活動負責人反映，讓拍攝時不入鏡頭內。
15. 本會保留一切更改細則及資料之權利，如有修改，將不會另行通知。如有需要，可向會所查詢最新詳情。

Enrolment Policy

1. All courses are for members only. Members should show valid membership card for enrolment.
2. All courses are enrolled on first-come-first-served basis.
3. For course details, please refer to booklet, posters or call the hotline.
4. Please apply in person. Each applicant may hand in not more than 3 application forms each time. Payments should be made in Cash, EPS or Credit Card.
5. Please keep the receipts for future checking.
6. Members should attend the classes on schedule upon enrollment. No further notification will be issued.
7. Course receipts are non-transferrable.
8. Course fee will be refunded in case of course cancellation or application rejected. Please keep the receipt for refund purposes.
9. If members fail to attend the course due to sickness or personal reasons, please refer to the Refund Policy.
10. Please choose the most appropriate course time and date. Course transfer upon personal request is subject to an administrative charge of \$100 per class. Please contact our staff before application. Course/ programme transfer will be accepted only when there are vacancies available and administration arrangement allows. Administrative charges will not be refunded.
11. If members repeatedly violate the set rules and regulations, he/she will be rejected from attending the class. The paid fees will not be refunded.
12. Courses are conducted in Cantonese. (Alternative languages could be arranged for special request with centre approval)
13. Application for attendance certificate should be submitted to G/F ticketing counter. An administrative fee of \$20 will be charged per certificate. Processing takes approximately 1 week.
14. Chinese YMCA of Hong Kong reserves the right to use photos, videos and/ or sound recordings of participants taken in our training courses or programmes, for curriculum use and/ or promotional purposes. Participants who do not wish to be photographed or filmed should inform our staff in advance.
15. Chinese YMCA of Hong Kong reserves the right to vary or modify any of the information, terms and conditions without any prior notification. If there is any inquiry, you may contact the centre for more details.

如參加康體活動/課程必須填寫健康評估問卷 Please fill in for Physical Activities & Training Courses

(請於○內打“✓”Please “✓”) Canadian Society for Exercise Physiology – Physical Activities Readiness Questionnaire(revised 2012)

- | | | |
|---|-----------------------|-----------------------|
| 1. 醫生曾否說過你的心臟有問題， <u>以及</u> 只可進行醫生建議的體能活動？ | 是(YES) | 否(NO) |
| Has your doctor ever said that you have a heart condition <u>and</u> that you should only do physical activity recommended by a doctor? | <input type="radio"/> | <input type="radio"/> |
| 2. 你進行體能活動時會否感到胸口痛？ | <input type="radio"/> | <input type="radio"/> |
| Do you feel pain in your chest when you do physical activity? | <input type="radio"/> | <input type="radio"/> |
| 3. 過去一個月內，你曾否在沒有進行體能活動時也感到胸口痛？ | <input type="radio"/> | <input type="radio"/> |
| In the past month, have you had chest pain when you were not doing physical activity? | <input type="radio"/> | <input type="radio"/> |
| 4. 你曾否因感到暈眩而失去平衡，或曾否失去知覺？ | <input type="radio"/> | <input type="radio"/> |
| Do you lose your balance because of dizziness or do you ever lose consciousness? | <input type="radio"/> | <input type="radio"/> |
| 5. 你的骨骼或關節(例如脊骨、膝蓋或髖關節)是否有毛病，且會因改變體能活動而惡化？ | <input type="radio"/> | <input type="radio"/> |
| Do you have a bone or joint problem (for example, back, knee or hip) that could be made worse by a change in your physical activity? | <input type="radio"/> | <input type="radio"/> |
| 6. 醫生現時是否有開血壓或心臟藥物(例如 water pills)給你服用？ | <input type="radio"/> | <input type="radio"/> |
| Is your doctor currently prescribing drugs (for example, water pills) for your blood pressure or heart condition? | <input type="radio"/> | <input type="radio"/> |
| 7. 是否有其他理由令你不應進行體能活動？ | <input type="radio"/> | <input type="radio"/> |
| Do you know of <u>any other reason</u> why you should not do physical activity? | <input type="radio"/> | <input type="radio"/> |

假如上述其中一項答案屬「是」，應請教你的醫生的意見，方可參與本會之活動。
If you answer YES to one or more questions(s), please consult your doctor before enrollments.

免責聲明【未滿十八歲之參加者須得家長/監護人簽署】

Disclaimer (must be completed by parents/ guardian of members under the age of 18)

本人或敝子女已明白及確實填寫報名表上各項內容，並聲明本人或敝子女之健康狀況良好，適宜參加上述課程或活動。若於課程期間所致任何傷亡、意外或財物之損失，本人或敝子女願自負責任。本人或敝子女已知悉並願意遵守本會活動通訊之報名須知及注意事項。

I have read and understand the information on the enrolment form and hereby certify that all information provided is accurate. I declare that the stated applicant is physically fit and able to participate in the above training course(s) or programme(s). I hereby release and discharge the Chinese YMCA of HK from any and all claims for injury, illness, death, loss or damage which I (or my child) may suffer as a result of participation in the above activities. I (or my child) agree to abide by all rules and regulations of the Chinese YMCA of HK.

簽署

Signature _____

日期

Date _____

與參加者關係

Relationship with the applicant _____