

Hong Kong Institute of Vocational Education  
 Engineering Discipline In-service Training  
 Credit Transfer / Module Exemption Application Form

學科豁免表

Course Title:		Name of Student:	
Course Code:		HKID No.:	

Module(s) to be Exempted		Supporting Evidence			
Module Code	Module Title	Issuing Authority	Qualification/Award	Title of the module studied	Date of issue

**Important Notes:**

- The application shall be submitted with a cheque in the amount of HK\$100 per module payable to "Vocational Training Council" for the administration fee.
- Without formal approval of credit transfer/module exemption, the student should not attend the class as scheduled. Once the class has commenced and the student has attended class, the course fee will not be refunded.
- The student shall bring along the original and a photocopy of the supporting document for verification by the Department.

**Declaration:**

- I declare that the information provided in this form is, to my best knowledge, accurate and complete.
- I understand that the information provided in the form will be used by VTC in course administration.

**Signed by the student:**

**Date:**

To be filled in by the Course Leader / Approving Authority		
Module Code	Approval	
	Yes	No
Signature:		
Full Name:		
Date		