

December 2019 Series Exam - Candidate Entry Form
(Closing Date: 14 October 2019)



**Hong Kong
School of Commerce**
香港商業專科學校



LCCI Centre Code	349		
Candidate Full Name in Block Letters (as per HKID card)			
H.K.I.D Card No		Date of Birth (DD/MM/YYYY)	
Nationality		Gender (Please tick)	Male <input type="checkbox"/> Female <input type="checkbox"/>
Do you have any physical disabilities that may affect you in the examination?		Yes/No (If yes, please indicate)	
Are you a Hong Kong School of Commerce student?		Yes <input type="checkbox"/>	ERB FT <input type="checkbox"/> ERB PT <input type="checkbox"/> No <input type="checkbox"/>
Postal Address			
Email Address			
Home/ Office No.		Mobile Phone No.	

S/N	Day	Exam Date	Exam Time	Subject Code	Subject Name	Level	Examination Fee in HKD	Registration Subject & Fee
1	Thur	5-Dec-19	6:00-9:00pm	20093	Bookkeeping and Accounting (2015 Syllabus)	2	\$927.00	
2	Tue	3-Dec-19	6:00-9:00pm	20104	Accounting (2015 Syllabus)	3	\$1,054.00	
3	Tue	3-Dec-19	6:00-9:00pm	20097	Finacial Accounting (2015 Syllabus)	3	\$1,054.00	
4	Thur	5-Dec-19	6:00-9:00pm	20098	Cost and Management Accounting (2015 Syllabus)	3	\$1,054.00	
							Total Amount Payable in HKD	

<p>Candidate Declaration:</p> <p>I declare that the above information is correct. I agree to be contacted by Pearson LCCI (and/or Pearson group of companies or their service providers) for special marketing offers, promotions, information about Pearson's products and services which may be of interest by Mail, E-mail, SMS and Telephone Call. I consent to the collection, use and disclosure of my personal data by Pearson (and/or Pearson group of companies or their service providers) for the above purpose.</p>	For Centre Use Only
	Received by Hong Kong School of Commerce NB : ALL LCCI FEES ARE NON-REFUNDABLE
_____ Candidate's Signature and Date	_____ Centre's Signature and Date

GUIDANCE NOTES

1. **It is the responsibility of candidates to ensure that there is no timetable clash at the time entries are submitted, no special timetabling arrangements will be made.**
2. Once entries have been made, amendments to selection of subjects will not be considered.
3. Fees paid **will not be refunded** or **transferred**.

Registration Method

Office Hours : 10:00 am – 9:00 pm (Mon to Fri); 10:00 am – 6:00 pm (Sat)
(Closed on Sundays, Public Holidays and School Holidays)

Address : Hong Kong School of Commerce
1/F, 81 Austin Road, Jordan, Kowloon (Exit C2, Jordan MTR Station / Exit F, Austin MTR Station)

Telephone : 2730 5653

Website : www.hksc.edu.hk

Please bring the following documents for registration purpose:

1. Completed entry form;
2. A photocopy of your HKID card / Passport;
3. A cheque for the payment of the examination fee

Payment of Examination Fees:

By Cheque : Bank : _____
Cheque No. : _____

Cheque should be payable to “**Hong Kong School of Commerce**”.

Please put your name and contact number on the back of the cheque.

*Please note that cash payment is **NOT** accepted in person for registration*

Admission Forms

Admission forms will be released by Pearson about **10 working days before the examinations**. We will notify candidates through e-mail and candidates have to come to Hong Kong School of Commerce to take the admission forms. Also, candidates must make sure that they have provide correct email address. If you do not receive your admission form, please email to pqs.internationalenquiries@pearson.com or contact Hong Kong School of Commerce for further follow up.

Examination Results

Results will be released to all candidates about **four months** after the last examination date.

Candidate with Special Needs

Candidate with disabilities may apply for special examination arrangements (e.g. allocation to special centres, extra time allowance, provision of braille or enlarged question papers) for an examination. Each application should be accompanied by supporting documents. School candidates should apply via their schools. Private candidate may submit the applications together with the entry forms before the closing date. Late applications without valid reasons may not be accepted.

Personal Particulars

Personal data will be used for the purpose of conducting the examination, educational research, programme development and direct mailing and may be used for employment and marketing purposes.

Further Enquiries

Pearson LCCI Hong Kong Office
Tel : 3181 0100
Email : pqs.internationalenquiries@pearson.com
Website : www.lcciasia.com or www.qualifications.pearson.com