



香港中華基督教青年會  
Chinese YMCA of Hong Kong

九龍會所  
Kowloon Centre  
查詢電話：2783 3600

收據號碼：  
Receipt Number: \_\_\_\_\_

## 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

年齡

Membership No.

Age

電話

性別

Telephone

Sex

男 M / 女 F

電郵

Email

\_\_\_\_\_

### 課程資料 Course Details

課程名稱 Name:

課程編號 Code:

費用 Fee:

1. \_\_\_\_\_

4904 . .

HKD\$ \_\_\_\_\_

2. \_\_\_\_\_

4904 . .

HKD\$ \_\_\_\_\_

3. \_\_\_\_\_

4904 . .

HKD\$ \_\_\_\_\_

4. \_\_\_\_\_

4904 . .

HKD\$ \_\_\_\_\_

5. \_\_\_\_\_

4904 . .

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，電郵予九龍會所(kc@ymca.org.hk)以安排相關刪除手續。如有查詢，請致電2783 3600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 Kowloon Centre at kc@ymca.org.hk. For any enquiries, please contact us at 2783 3600.

## 報名須知

1. 參加者必須為青年會有效會友。
2. 除另行訂明外，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安排請參閱相關季刊、海報或致電向職員查詢。
4. 親臨報名人士，每人每次可遞交不多於 3 份報名表格。費用可以現金、八達通、易辦事、信用卡或支票繳交，支票抬頭「香港中華基督教青年會」。
5. 報名後請保留收據以便查核，並請依已公佈的日期上課，恕不另行通知。
6. 一經報名，名額恕不接受轉由他人代替參加。
7. 若課程因人數不足或其他突發情況而被取消，學費將獲發還，負責職員將個別通知退款安排，學員需保留收據以作退款憑證。
8. 如因病患或私人理由而未能參加已報之課程，請參考課程退費安排。
9. 有關惡劣天氣下之課堂安排，請參閱季刊或網頁「惡劣天氣安排」，本會所將不另行通知。取消之課堂恕不補課或退款，本會所保留最終決定權。
10. 請仔細選擇最合適課程、日期及時間，如因私人理由要求轉班，須聯絡課程負責職員辦理手續，並需繳交每課程\$60 行政費。所有更改必須按實際名額情況及行政安排許可下才可作實，無論更改接受與否，已繳交之款項概不發還。
11. 參加者如違反本會課堂守則或場地守則，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. 學員如要申請出席證明信，可到票務處辦理申請手續，費用\$30，處理時間預計需最少七個工作天。
14. 本會所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，若參加者不希望其在訓練程序及活動時被拍攝，可直接向活動負責人反映，讓拍攝時不入鏡頭內。
15. 未經許可，上課期間嚴禁拍攝、錄影或錄音。
16. 本會所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 Chinese YMCA of Hong Kong members only. Members should show valid membership card for enrollment.
2. All courses are enrolled on a first-come, first-served basis unless otherwise specified.
3. For course details, please refer to the booklets, posters or call the hotline.
4. Each applicant may hand in not more than 3 application forms each time. Payments should be made in cash, Octopus, EPS, credit cards or cheques payable to "Chinese YMCA of Hong Kong".
5. Please keep the receipts for future checking. Members should attend the classes on schedule upon enrollment. No further notification will be issued.
6. Course fees are non-transferrable and no substitution of another person is allowed upon receipt of payment.
7. Course fee will be refunded in case of course cancellation or insufficient enrollment. Individual notifications of refund arrangement will be issued. Please keep the receipt for refund purposes.
8. If members fail to attend the course due to sickness or personal reasons, please refer to the Refund Policy.
9. For class arrangements during inclement weather, please refer to the "Inclement Weather Policy" in our booklets or on our website. Classes cancelled under such circumstances will not be rescheduled, and fees will not be refunded. Our Centre reserves the right of final decision.
10. Please choose the most appropriate course time and date. Course transfer upon personal request is subject to an administrative charge of \$60 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 a participant repeatedly violates 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's approval)
13. Application for attendance certification letter should be submitted to G/F Ticketing Office. An administrative fee of \$30 will be charged per certification letter. The expected time required of issuing certification letters is at least seven working days.
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. Photo taking, video or audio recording are strictly prohibited during the lesson.
16. 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, please 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 2017) 是(YES) 否(NO)

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. 醫生曾否說過你的心臟有問題，以及只可進行醫生建議的體能活動？<br>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="checkbox"/> | <input type="checkbox"/> |
| 2. 你進行體能活動時會否感到胸口痛？<br>Do you feel pain in your chest when you do physical activity?   | <input type="checkbox"/> | <input type="checkbox"/> |
| 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？<br>In the past month, have you had chest pain when you were not doing physical activity?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. 你曾否因感到暈眩而失去平衡，或曾否失去知覺？<br>Do you lose your balance because of dizziness or do you ever lose consciousness?  | <input type="checkbox"/> | <input type="checkbox"/> |
| 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？<br>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="checkbox"/> | <input type="checkbox"/> |
| 6. 醫生現時是否有開血壓或心臟藥物(例如 water pills) 給你服用？<br>Is your doctor currently prescribing drugs (for example, water pills) for your blood pressure or heart condition?                      | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. 是否有其他理由令你不應進行體能活動？<br>Do you know of <u>any other reason</u> why you should not do physical activity?   | <input type="checkbox"/> | <input type="checkbox"/> |

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 enrollment.

- 本人不希望其在訓練程序及活動時被拍攝或錄影  
I do not wish to be photographed or filmed in training courses/ programmes

## 免責聲明 Disclaimer

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。若於課程期間所引致任何傷亡、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 Hong Kong 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 Hong Kong.

參加者/家長/監護人簽署

Signature of Applicant/ Parent/ Guardian

家長/監護人姓名(如適用)

Name of Parent/ Guardian (if applicable)

日期

Date

**【未滿十八歲之參加者須得家長/監護人簽署 For members under the age of 18, this part must be completed by parent/ guardian】**