

**應用學習課程
Applied Learning Courses
學生資料更新表**

Amendment Form - Student Information

請透過網上校管系統的「應用學習模組」遞交更新資料或將資料更新表傳真至 2714 2456 教育局課程發展處應用學習組辦理。如有任何查詢，請致電 3698 3186。Please submit the updated information via the "ApL Module" of the WebSAMS or return the Amendment Form to the Applied Learning Section, Curriculum Development Institute, Education Bureau by fax (2714 2456). For enquiries, please call 3698 3186.

個人資料收集聲明 Personal Information Collection Statement

收集個人資料的目的 Purpose of Collection

1. 你在本表格提供的個人資料，會供教育局用於以下一項或多項用途：

The personal data provided by you in this form will be used by the EDB for one or more of the following purposes:

- (a) 處理、核實、審核資格及查證各項補助和津貼，以及由教育局提供的教育服務的申請；
Activities relating to the processing, authentication and assessment on eligibility and counter-checking of application for individual grant and subsidy as well as education service provided by the EDB;
- (b) 就上文(a)項所述申請的處理、核實、審核資格及查證，將個人資料與政府相關政策局／部門資料庫進行核對；
Activities relating to matching of the personal data with the database of other relevant Government bureaux / departments in connection with the processing, authentication, assessment on eligibility and counter-checking of the application mentioned in (a) above;
- (c) 將個人資料與教育局資料庫進行核對，以核實／更新教育局的記錄；以及
Activities relating to matching of the personal data within the database of EDB for purposes of verifying / updating records of the EDB; and
- (d) 編製統計資料、研究及政府刊物。
Activities relating to compilation of statistics, research and Government publications.

2. 你必須按本表格的要求及於本局處理本表格的過程中提供個人資料。假如你沒有提供該等個人資料，本局可能無法辦理或繼續處理有關申請。

The provision of personal data required by this form and during the processing of this form is obligatory. In the event that you do not provide those personal data, we may not be able to handle or further process the application.

可獲轉移資料者 Classes of Transferees

3. 你提供的個人資料會供教育局人員取閱。除此之外，本局亦可能會向下列各方或在下述情況轉移或披露該等個人資料：

The personal data you provide will be made available to persons working in EDB. Apart from this, they may be transferred or disclosed to the parties or in the circumstances listed below:-

- (a) 政府其他政策局及部門，以用於上文第 1 段所述的用途；
other Government bureau and departments for the purposes mentioned in paragraph 1 above;
- (b) 與本表格相關的學校，以用於上文第 1 段所述的用途；
the school in which the form relates for the purposes mentioned in paragraph 1 above;
- (c) 受聘於教育局以提供服務或意見的人員、代理人、服務供應商或機構，以用於上文第 1 段所述的用途。
personnel, agent, service provider or organizations engaged by EDB to provide services or advice for purposes mentioned in paragraph 1 above;
- (d) 你曾就披露個人資料給予訂明同意；以及
where you have given your prescribed consent to such disclosure; and
- (e) 根據適用於香港的法例或法庭命令授權或規定披露個人資料。
where such disclosure is authorised or required under the law or court order applicable to Hong Kong.

查閱個人資料

4. 你有權要求查閱及更正教育局所持有關於你的個人資料。如需查閱或更正個人資料，請以書面向以下人士提出：

You have the right to request access to and correction of your personal data held by EDB. Request for access or correction of personal data should be made in writing to

教育局課程發展處應用學習組 Applied Learning Section, Curriculum Development Institute, Education Bureau

電話 Tel: 3698 3186

傳真 Fax: 2714 2456

電郵 Email: aplinfo@edb.gov.hk

學校資料 SCHOOL INFORMATION

學校名稱 School Name		學校編號 School No.															
聯絡人 Contact Person		電話 Tel. No.						傳真 Fax No.									

新增／退修學生 ADD / WITHDRAW STUDENT(S)

學校須提供「學生同意書」(可於www.edb.gov.hk/apl下載)予所有報名修讀應用學習課程的學生及其家長填寫，並收集所有填妥的表格和存檔。

School should provide all students applying for Applied Learning (ApL) courses and their parents with the "Student Agreement Form" (available at www.edb.gov.hk/apl/en). All completed forms should be collected and retained by school.

編號 No.	新增 Add (A) / 退修 Withdraw (W) ¹	學生編號 Student Reference Number (STRN)	學生姓名 (中文或英文) Student Name (Chinese or English)	學校班別 Class at School	聯絡電話 Contact Tel. No.	選修科目數目 ² (不包括應用學習課程) No. of Elective Subjects ² (excluding ApL course(s))		學生同意書 ³ Student Agreement Form ³	課程 Course									
						中五 S5	中六 S6		年度 Cohort (e.g. 2022-24/ 2023-25)	模式 Mode	優先次序 ⁴ Order of Preference ⁴	科目代碼 Subject Code	課程提供機構 Course Provider	應用學習班別編號 (模式二適用) ApL Class Code (Mode 2 only)				
1	A / W							<input type="checkbox"/> 是 <input type="checkbox"/> 否 <input type="checkbox"/> 否 No										
2	A / W							<input type="checkbox"/> 是 <input type="checkbox"/> 否 <input type="checkbox"/> 否 No										
3	A / W							<input type="checkbox"/> 是 <input type="checkbox"/> 否 <input type="checkbox"/> 否 No										
4	A / W							<input type="checkbox"/> 是 <input type="checkbox"/> 否 <input type="checkbox"/> 否 No										
5	A / W							<input type="checkbox"/> 是 <input type="checkbox"/> 否 <input type="checkbox"/> 否 No										

更改學生資料 AMEND STUDENT PARTICULARS

編號 No.	原有資料 / 新資料 Original Details / New Details	學生編號 Student Reference Number (STRN)	學生姓名 (中文或英文) Student Name (Chinese or English)	學校班別 Class at School	聯絡電話 Contact Tel. No.	選修科目數目 ² (不包括應用學習課程) No. of Elective Subjects ² (excluding ApL course(s))	
						中五 S5	中六 S6
1	原有資料 Original Details						
	新資料 New Details	請於網上校管系統內的學生模組更改此項資料 Please amend the information through the Student Module of WebSAMS					
2	原有資料 Original Details						
	新資料 New Details	請於網上校管系統內的學生模組更改此項資料 Please amend the information through the Student Module of WebSAMS					

註 Note

- 請將不適用者刪去。Please delete as appropriate.
- 請分別填寫每位學生在中五及中六兩個學年擬修讀的高中選修科目的數目 (不包括應用學習課程)，有關資料將用作計算發予學校的多元學習津貼。學生如修讀四個選修科目而其中一科為應用學習課程，則該課程會被視作第四個選修科目及不會獲發多元學習津貼的資助。Please indicate the number of senior secondary elective subjects (excluding ApL courses) to be taken by each student in their Secondary 5 and 6 studies respectively. The information will be used for the calculation of Diversity Learning Grant (DLG) for schools. For students taking FOUR elective subjects with an ApL course as one of them, the ApL course will be regarded as the fourth elective subject and will NOT be subsidised by the DLG.
- 如學校已收集填妥的「學生同意書」，請在適當的位置加上「✓」號。Please put a "✓" to indicate that the completed "Student Agreement Form" has been collected.
- 學生如以極式一報讀多於一個應用學習課程，須為每個新增課程填上優先次序。Students applying for more than one ApL course in Mode 1 should indicate the order of preference for each new course.

校長簽署

Signature of Principal _____

日期 _____

Date _____

校印
School
Chop

頁
Page _____

總頁數
Total no. of pages _____

**應用學習課程
Applied Learning Courses
學校及模式二資料更新表**

Amendment Form - School and Mode 2 Information

請透過網上校管系統的「應用學習模組」遞交更新資料或將資料更新表傳真至 2714 2456 教育局課程發展處應用學習組辦理。如有任何查詢，請致電 3698 3186。Please submit the updated information via the "ApL Module" of the WebSAMS or return the Amendment Form to the Applied Learning Section, Curriculum Development Institute, Education Bureau (EDB) by fax (2714 2456). For enquiries, please call 3698 3186.

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Activities relating to compilation of statistics, research and Government publications.

2. 你必須按本表格的要求及於本局處理本表格的過程中提供個人資料。假如你沒有提供該等個人資料，本局可能無法辦理或繼續處理有關申請。

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可獲轉移資料者 Classes of Transferees

3. 你提供的個人資料會供教育局人員取閱。除此之外，本局亦可能會向下列各方或在上述情況轉移或披露該等個人資料：

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- (a) 政府其他政策局及部門，以用於上文第 1 段所述的用途；
other Government bureau and departments for the purposes mentioned in paragraph 1 above;
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the school in which the form relates for the purposes mentioned in paragraph 1 above;
- (c) 受聘於教育局以提供服務或意見的人員、代理人、服務供應商或機構，以用於上文第 1 段所述的用途。
personnel, agent, service provider or organizations engaged by EDB to provide services or advice for purposes mentioned in paragraph 1 above;
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where you have given your prescribed consent to such disclosure; and
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電話 Tel: 3698 3186

傳真 Fax: 2714 2456

電郵 Email: aplinfo@edb.gov.hk

學校資料 SCHOOL INFORMATION

學校名稱 School Name	學校編號 School No.																		
聯絡人 Contact Person	電話 Tel. No.													傳真 Fax No.					

更改聯絡人資料 AMEND CONTACT INFORMATION

編號 No.	新增 Add (A) / 移除 Remove (R) *	年度 Cohort	模式 Mode	聯絡人 Contact Person		職位 Post	電郵地址 E-mail Address
1	A / R			(中文)	(English)		
2	A / R			(中文)	(English)		
3	A / R			(中文)	(English)		
4	A / R			(中文)	(English)		

新增 / 取消課程 (模式二) ADD / CANCEL COURSE(S) (MODE 2)

編號 No.	新增 Add (A) / 取消 Cancel (C) *	年度 Cohort	科目代碼 Subject Code	課程提供機構 Course Provider	班別編號 (如有) ApL Class Code (if any)	是否與其他學校協作的班別 Collaborative Class with Other School(s) *	預計本班學生數目 (外校生不計算在內) Estimated Number of Students in Class (students from other schools should NOT be included)
1	A / C					是 Y / 否 N	
2	A / C					是 Y / 否 N	
3	A / C					是 Y / 否 N	
4	A / C					是 Y / 否 N	

更改班別資料 (模式二) AMEND CLASS DETAILS (MODE 2)

請填上已更新的班別資料。 Please fill in the updated information for each class.

年度 Cohort		科目代碼 Subject Code		課程提供機構 Course Provider		班別編號 (請向課程提供機構查詢) ApL Class Code (please contact course provider for the information)		
上課日 (星期) * Lesson Day (Day of Week) *	一 Mon / 二 Tue / 三 Wed / 四 Thu / 五 Fri / 六 Sat			上課開始時間 Lesson Start Time		上課結束時間 Lesson End Time		
課程費用減免* Course Fee Reduction*	有 Yes / 沒有 No	如「有」, 請填上扣減的金額 If "Yes", please fill in the amount			☞	以每位學生計算 Per Student	港幣 HK\$	
						及/或* and/or*		
						以每班計算 Per Class	港幣 HK\$	

年度 Cohort		科目代碼 Subject Code		課程提供機構 Course Provider		班別編號 (請向課程提供機構查詢) ApL Class Code (please contact course provider for the information)		
上課日 (星期) * Lesson Day (Day of Week) *	一 Mon / 二 Tue / 三 Wed / 四 Thu / 五 Fri / 六 Sat			上課開始時間 Lesson Start Time		上課結束時間 Lesson End Time		
課程費用減免* Course Fee Reduction*	有 Yes / 沒有 No	如「有」, 請填上扣減的金額 If "Yes", please fill in the amount			☞	以每位學生計算 Per Student	港幣 HK\$	
						及/或* and/or*		
						以每班計算 Per Class	港幣 HK\$	

*請將不適用者刪去。 Please delete as appropriate.

校長簽署

Signature of Principal _____

日期

Date _____

校印
School
Chop

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Page _____

總頁數
Total no. of pages _____