

New Admission (Professional Member)
新申請 (專業會員)

Upgrade to Professional Member
升級至專業會員 (Membership No. 會員編號: _____)

Upgrade to Fellow Member
升級至資深會員 (Membership No. 會員編號: _____)

Part 1 - Personal Information 個人資料

Surname 姓氏 (英文) _____ Given Name 名字 (英文) _____ Name in Chinese 中文全名 _____

Salutation 稱謂 _____ HKID Card / Passport No. 身份證 / 護照號碼 _____ Contact No. 聯絡電話 _____

Mr Ms Miss Dr

Correspondence Address 通訊地址 _____ Personal Email 個人電郵 _____

Employment Information 工作資料

Name of Company 公司名稱 _____ Job Title 職銜 _____

Company Address 公司地址 _____

Office Email 公司電郵 _____ Direct Line No. 直線電話 _____

No. of Years Working in HR Sector 人力資源管理相關工作年資 0 - 7 8 - 14 15 - 20 > 20

Preference for Receiving HKIHRM Information 接收香港人力資源管理學會訊息的方法
Mailing 郵件 Personal Address 個人地址 Personal Email 個人電郵
 Office Address 公司地址 Office Email 公司電郵
 No Please 不接收 No Please 不接收

I do not agree to show my name on the Member's Directory.
我不同意將我的名字顯示在會員名錄上。

Part 2 - Academic / Professional Qualification / Training Attained 獲頒學歷 / 專業資格 / 培訓

Please provide information in reverse chronological order. The copy of academic proofs is requested.

請按倒序提供資料，並提交有關證明文件副本。

Name of Institution / Professional Body 機構 / 專業團體名稱	Qualification / Designation (e.g. Bachelor of HRM / Associate Member) 獲頒學歷 / 專業資格	Major (e.g. HRM) 主修	Place / Country (e.g. HK, UK) 地方 / 國家	Date of Award (Month / Year) 頒發日期

Part 3 - Employment History 工作經驗

Please provide 請提供:

- Curriculum Vitae (CV) with your current / most recent position held and job duties; AND
最新的履歷表 (附有您現時 / 最近的就業狀況及職責); 及
- Organisation chart to show your position in the department in your current / most recent employment
公司架構圖表，以顯示您現時 / 最近的就業職位在所屬部門/公司的位置

* At least the recent 8 YEARS HR-related employment history for Professional Membership application; while the recent 15 YEARS HR-related employment history for Fellow Membership application.
An evaluation mechanism approved is required for relevant assessment.
申請專業會員須填寫最近 8 年的工作經驗；申請資深會員須填寫最近 15 年的工作經驗。學會將要求申請人接受評審考核。

Part 4 - Supplementary Information 附加資料

Please provide 請提供:

Professional Membership Application 申請專業會員

Details of your **involvement*** OR **contribution*** to HKIHRM or the HR profession 您曾參與*學會或人力資源管理業界的活動或曾作出的貢獻*

* Involvement or contributions: Having participated in HR-related programmes, courses or seminars organised by HKIHRM or other organisations; mentoring, teaching, providing professional advice to HKIHRM or the HR profession.
參與或貢獻: 如曾參加由學會或其他機構舉辦的人力資源管理相關的活動、培訓及課程；擔任師導計劃的導師、講師或為學會或業界提供專業意見。

Fellow Member Application 申請資深會員

Details of your **contributions** to (i) your own organisation with significant HR impacts; **and** (ii) HR Community; **and** (iii) the community at large as an HR professional
您對貴公司、人力資源管理業界以及人力資源從業員對整個社會等三方面所作出的貢獻

Part 5 - Nomination 會員提名

The Institute may seek a confidential reference from your nominator to consider your application.

學會可能會徵詢以下提名人，以進一步考慮您的會籍申請。

Professional Membership Application 申請專業會員

Nominated by one existing **Professional or Fellow Member** 須獲一名現任的專業或資深會員提名支持

Fellow Member Application 申請資深會員

Nominated by one existing **Fellow Member** 須獲一名現任的資深會員提名支持

Full Name 姓名	Membership No. 會員編號	Relationship with the Nominee 與提名人的關係
Name of Company 公司名稱	Job Title 職銜	Signature 簽署
Email 電郵	Contact No. 聯絡電話	Date 日期

Part 6 - Company Information 公司業務資料

Business Sector (one choice only) 行業 (只選一項)

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Business Service
商業服務 | <input type="checkbox"/> Electricity / Water / Gas
電力 / 水務 / 煤氣 | <input type="checkbox"/> Hi-tech / Information Technology / Telecom
高科技 / 電腦 / 電訊 | <input type="checkbox"/> Shipping / Terminals / Freight Forwarding
船務 / 碼頭 / 貨運 |
| <input type="checkbox"/> Communication
傳播 | <input type="checkbox"/> Electronics / Garment / Toy Industry
電子 / 成衣 / 玩具 | <input type="checkbox"/> HR Related Consultancy
人力資源諮詢 | <input type="checkbox"/> Social Community & Personal Services
社會、社區及個人服務 |
| <input type="checkbox"/> Construction / Real Estate
建築 / 地產 | <input type="checkbox"/> Finance / Insurance / Banks
金融 / 保險 / 銀行 | <input type="checkbox"/> Import / Export / Trade
出入口貿易 | <input type="checkbox"/> Transportation / Storage
交通 / 倉存 |
| <input type="checkbox"/> Diversified / Conglomerate
多元化的業務 | <input type="checkbox"/> Food & Beverages / Hospitality
飲食 / 酒店 | <input type="checkbox"/> Manufacturing
製造 | <input type="checkbox"/> Others
其他 |
| <input type="checkbox"/> Education Institute
教育機構 | <input type="checkbox"/> Government Department
政府部門 | <input type="checkbox"/> Retail / Wholesale
零售 / 批發 | |

Company Shareholding / Ownership (one choice only) 公司股權 / 產權 (只選一項)

- | | | | | |
|--|--|--|--|---------------------------------------|
| <input type="checkbox"/> Government / Public Bodies / NGO
政府 / 公共機構 / 非政府組織 | <input type="checkbox"/> HK Listed Company
香港上市公司 | <input type="checkbox"/> Outside HK Listed Company
海外上市公司 | <input type="checkbox"/> Private Company
私人公司 | <input type="checkbox"/> Others
其他 |
|--|--|--|--|---------------------------------------|

Company Size (No. of Staff) 公司規模 (員工人數) Hong Kong 香港 _____ China 中國 _____ Other Region(s) 其他地區 _____

HR Department Size (No. of Staff) 人力資源部門規模 (員工人數) 1-5 6-10 11-15 16-20 21-30 >30

Part 7 - Channel to Know About the Institute 認識本學會之途徑

- | | | | | |
|---|--|--|--|---------------------------------------|
| <input type="checkbox"/> HKIHRM's Event
學會活動 | <input type="checkbox"/> Internet
互聯網 | <input type="checkbox"/> Media
媒體報導 | <input type="checkbox"/> Referral by Friends / Colleagues
朋友/同事介紹 | <input type="checkbox"/> Others
其他 |
|---|--|--|--|---------------------------------------|

Part 8 - Member-Get-Member Programme 會員推薦計劃

Referred By 介紹人 _____ Membership No. 會員編號 _____

Part 9 - Acknowledgement and Declaration 確認及聲明

1. I, (the undersigned) hereby apply for membership of the Hong Kong Institute of Human Resource Management and agree to abide by the rules and regulations of the Institute.

本人(以下簽署人)特此申請成為香港人力資源管理學會的會員，並同意遵守學會所訂立的規則。

2. I declare to the best of my knowledge that the information given in this application form is true and correct and all the supporting documents are true copies of the originals.

I understand that false declaration will render me liable to disqualification or termination of membership by the Institute.

本人謹此聲明本申請表中所提供的資料全部真實及正確，所有提供的證明文件，為未經任何修改的副本。本人明白學會如發現本人提供任何虛假資料，可隨時取消或終止本人的會員資格。

3. Applicants' personal data is collected and kept for processing the application for membership and related administration purposes. The data provided will be handled in accordance with the provisions of the Personal Data (Privacy) Ordinance of the HKSAR.

本會收集及保存個人資料將作為跟進及處理會籍申請及相關之行政的用途。所有提供的個人資料，學會將按照香港特別行政區《個人資料(私隱)條例》的規定處理。

4. The personal data provided in this form will be used by the Institute for direct marketing activities, including but not limited to the promotion (e.g. special offers and discounts) for HKIHRM events, activities, training programmes, awards, survey and other services that it may deploy. If you do not wish to receive such information as stated, please indicate your objection by ticking the box.

此表格所提供之個人資料將供本會進行直接營銷活動之用，包括但不限於學會的活動、講座、培訓、獎項、調查和其他服務的推廣(包括特別優惠和折扣)。如不欲接收此聲明中的本會資訊，請於空格內填上✓號。

I have read, understood and agreed to all details of the above declaration.

本人已細閱並同意上述聲明之全部資料。

Signature of the Applicant 申請人簽署 _____

Date 日期 _____

Part 10 - Submit Your Application 遞交申請表格

Membership Fee 會員會費

	Professional Member (New Admission) 專業會員 (新申請)	Professional Member (Upgrading from Existing Associate Member) 專業會員 (由副會員升級)	Fellow Member (New Admission) 資深會員 (新申請)	Fellow Member (Upgrading from Existing Professional Member) 資深會員 (由專業會員升級)
Application and Entrance Fee 申請及入會費用	HK\$1,050	HK\$340	HK\$1,650	HK\$600
Membership Fee* 會員年費*	1 Year Subscription 一年會籍	HK\$1,050	HK\$1,650	HK\$600
	2 Years Subscription 兩年會籍	HK\$2,100	HK\$680	HK\$1,200

*Membership is valid until 31 March 2024 / 2025. 會籍有效期至 2024 / 2025 年 3 月 31 日。

Payment Methods 付款方式 (Please send the payment record to membership@hkihrm.org. 請將付款記錄發送至我們的郵箱。)

1. **E-banking:** Search 'Hong Kong Institute of Human Resource Management Ltd' under 'Professional Institution', choose bill type '01', enter 'e-Bill Account No.'.

網上理財: 選擇專業團體 > '香港人力資源管理學會有限公司' > '01 會籍' · 輸入賬單戶口號碼。

2. **Bank Transfer (ATM / Counter Service): 銀行轉賬 (櫃員機 / 櫃位服務):**

- Beneficiary Name 收款人姓名: Hong Kong Institute of Human Resource Management Ltd (A/C No. 收款人戶口號碼: 004-511-290330-001)

- Bank Name 銀行名稱: The Hong Kong and Shanghai Banking Corporation Ltd (SWIFT Code 銀行代碼: HSBCHKHKKH)

3. **FPS:** Identifier "161151394" or phone number "55702553".

轉數快: 轉數快識別碼 "161151394" 或電話號碼 "55702553"。

4. **PPS:** HKIHRM merchant code: 9798. Please enter the 'e-Bill Account No'.

繳費靈: 商戶編號為 9798 · 請輸入賬單戶口號碼。

5. **Alipay / Octopus:** Scan the corresponding QR code below by using the relevant App.

支付寶 / 八達通: 用相關應用程式掃描以下二維碼。

Alipay QR Code

支付寶二維碼



Octopus QR Code

八達通二維碼



6. **Cheque:** A crossed cheque payable to "Hong Kong Institute of Human Resource Management Ltd" (in full, NOT "HKIHRM").

Post-dated cheques and foreign cheques will not be accepted. Please write down your membership no. and contact no. on the back of the cheque.

支票: 劃線支票抬頭為「香港人力資源管理學會有限公司」(全名 · 不是 'HKIHRM')。期票和外國支票恕不接受。請在支票背面寫下您的會員編號和聯繫電話。

7. **Credit Card 信用卡:**

Card Type 信用卡種類: _____

Expiry Date (MM/YY) 有效期日期截至 (月/年): _____

Card No 信用卡號碼: _____

Amount (HK\$) 金額 (港幣): _____

Card Holder Name (持卡人姓名): _____

Authorised Signature (授權簽名): _____

Please send the completed form, copy of academic proofs, other required documents and cheque / payment proof by post or email to the Institute.

請將此表格、學歷證明文件副本、其他所需文件連同支票或以上付款方式收據郵寄或電郵至本會。

For Internal Use Only 僅供內部使用

Payment (Received Date) _____

Followed Up By _____

Alipay / Octopus Bank Transfer Cash Cheque Credit Card
 E-banking FPS PPS

Remarks

Registration Process

Account Activation Approval Payment Registration