

CHA[®] APPLICATION FORM
Certified Hotel Administrator Workshop
15 - 17 February 2016

PERSONAL DATA (Please type or print clearly.)

NAME (Prof / Dr / Mr / Mrs / Ms)		
Correspondence Address		
Phone ()	Fax ()	email:

PRESENT POSITION	Total number of years employed in the hospitality industry:	
POSITION	From :	To :
Company/Property		
Address		
Phone ()	Fax ()	email:

FEE/PAYMENT	
<p>The full workshop fee for the CHA[®] workshop is US\$800 (HK\$6,240). Please make cheque payable to 'The Hong Kong Polytechnic University'. Your cheque or credit card information must accompany this completed application form. We will only bank-in your cheque or bill your credit card once your application has been confirmed to be successful. No refund after payment.</p>	
Payment: <input type="checkbox"/> My cheque is enclosed. <input type="checkbox"/> Please bill my credit card: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard	
A/C Name.: _____	Signature: _____
A/C No.: _____	Expiry Date: _____

Remarks:

Workshop fee does not include the CHA[®] Study Guide and examination.

Registration will be confirmed on a first-come-first-served basis and on receipt of full payment. This workshop is subject to a minimum enrolment of 15.

Deadline for submitting the application form is **31 December 2015**. Successful applicants will be informed individually.

Send this completed form to:
 Miss Flora Ng, Executive Officer
 School of Hotel & Tourism Management, The Hong Kong Polytechnic University
 17 Science Museum Road, Tsimshatsui East, Kowloon, Hong Kong
 by email: flora.ng-ps@polyu.edu.hk or via fax: (852) 2356 1390 **on or before 31 December 2015**