

QP Module 11 (12 hours)	Fee
Ted Chan	
Enroll on or before 26-Mar-2021	<input type="checkbox"/> HKD1,944
Original Price	<input type="checkbox"/> HKD2,160

QP Module 12 (12 hours)	Fee
Ted Chan	
Enroll on or before 26-Mar-2021	<input type="checkbox"/> HKD2,088
Original Price	<input type="checkbox"/> HKD2,320

QP Module 13 (12 hours)	Fee
Noel Leung	
Enroll on or before 26-Mar-2021	<input type="checkbox"/> HKD1,620
Original Price	<input type="checkbox"/> HKD1,800

QP Module 14 (12 hours)	Fee
Dr. Angus Ho	
Enroll on or before 26-Mar-2021	<input type="checkbox"/> HKD2,088
Original Price	<input type="checkbox"/> HKD2,320

Mock Examination + Marking Service	HKD350 / Per Paper
<input type="checkbox"/> M11 <input type="checkbox"/> M12 <input type="checkbox"/> M13 <input type="checkbox"/> M14	

Gross Total:	HKD
<input type="checkbox"/> SW Staff Referral Program Discount <input type="checkbox"/> SW Staff Name of the student referred: _____ <input type="checkbox"/> Student referred by SW Staff Name of the referrer: _____ Staff ID: _____ <input type="checkbox"/> SW Alumni Discount <input type="checkbox"/> SW Alumni <input type="checkbox"/> Student referred by SW Alumni Name of the referrer: _____ <input type="checkbox"/> SWiKen Referral Program Discount <input type="checkbox"/> SWiKen Alumni / existing students Name of the student referred: _____ <input type="checkbox"/> Student referred by SWiKen Alumni / existing students Name of referrer: _____ Ref. No.: _____ <input type="checkbox"/> Discount for Corporates and Organizations Name of the Corporate/ Organization: _____ This discount is only applicable to the designated corporates and organizations. i) Any of the above discounts agreed is based on the original course price, and is not applicable to Mock Examination + Marking Service. Please refer to the respective promotion materials for details. ii) Any of the above discounts cannot be used together with the early bird discount. iii) Students are eligible to enjoy any ONE discount only. iv) Any of the above discounts is non-refundable, non-transferrable and cannot be redeemed in cash.	-HKD
Total Payable:	HKD

Personal Particulars (*Compulsory Fields)		
* (Mr/Mrs/Ms) Surname:	* First Name:	* Mobile No.:
* HKID/Passport No.:	* Email:	
Current SW Staff: <input type="checkbox"/> No <input type="checkbox"/> Yes, staff ID:	Company Name:	
Current undergraduate student: <input type="checkbox"/> No <input type="checkbox"/> Yes, please specify the university name:		
Postal Address:		
Method of Payment (Only full payment received by SWiKen is regarded as a successful enrolment.)		
<input type="checkbox"/> Bank transfer Company Name: SW Institute of Knowledge Enhancement Limited Hang Seng Bank: 769-305202-001		<input type="checkbox"/> Cheque No.: _____ (made payable to SW Institute of Knowledge Enhancement Limited) Date of cheque issued: _____ DD/MM/YYYY
<input type="checkbox"/> Faster Payment System (FPS) Bank Name: Hang Seng Bank FPS ID: 6092431 Company Name: SW Institute of Knowledge Enhancement Limited		
How to enroll?		
1. Complete the enrolment form, read through the terms and conditions and sign. 2. Email the completed form to info@sw-iken.com . Wait for the email confirmation from SWiKen. 3. Settle the FULL payment by i) bank transfer (Hang Seng Bank: 769-305202-001); or ii) cheque payable to "SW Institute of Knowledge Enhancement Limited"; or iii) FPS (ID: 6092431). Only full payment received by SWiKen is regarded as a successful enrolment. 4. An official receipt will be issued by email once the FULL payment is received.		

Declarations

- I declare that all Information provided in this form is accurate and SWiKen has no responsibility on any errors or omission in, or the loss due to information inaccuracy.
- I consent that I will comply with all the Terms and Conditions of SWiKen.
- I wish to receive SWiKen information by email in the future
☐ I wish to unsubscribe from the mailing list of SWiKen

Signature: _____

Date: _____

SW Institute of Knowledge Enhancement Limited

Address: 17/F, Leighton Centre, 77 Leighton Road, Causeway Bay, Hong Kong
Website: www.sw-iken.com Email: info@sw-iken.com Tel: 3547 5289

Terms and Conditions**1. Enrolment and Payment**

- 1.1 A completed enrolment form must be accompanied by payment in full. Only students who have fully paid tuition fee which acknowledged by SW Institute of Knowledge Enhancement Limited (SWiKen) can be regarded as successful enrolment.
- 1.2 Upon occurrence of any Force Majeure Event or insufficient registration, SWiKen reserves the right to change the details of the course or cancel the courses. SWiKen will notify students any changes on lectures, class venue, class schedules or any other course details if necessary at the earliest possible.
- 1.3 Once enrolled, fees are non-refundable and non-transferable under any circumstances.

2. Class Policy

- 2.1 Students would be required to sign on the attendance registration sheet for record for face-to-face class.
- 2.2 No seating arrangement will be planned for students. Seats are available on a first-come-first-served basis.
- 2.3 Students should attend class according to the latest course schedule from SWiKen. The reminder email with class schedule and venue will be sent to students around 3 working days before the class.
- 2.4 Students are encouraged to check their emails regularly, as email is the primary contact between SWiKen and students.
- 2.5 SWiKen reserves the right to verify the identity of students who attend SWiKen's courses or use our services. Only presence of valid HKID or other supporting ID document is accepted.
- 2.6 SWiKen's courses, services and facilities are provided to paid students only. Any un-paid attendant or service user caught will be required to pay the full course fees plus an administrative fee (50% of the full course fee). SWiKen will report the case to the professional institutions (e.g. HKICPA) or/and government bodies which may cause permanent disqualifications for the un-paid attendant or service user. SWiKen will reserve the rights to report to the police and pursue legal action against such misconduct.
- 2.7 SWiKen is adopting an eco-friendly approach for courses by reducing the consumption of paper. As a result, hard copy of course notes will not be provided.

3. Copyright Policy

- 3.1 Video/audio recordings, photographing, copying, and the resale or distribution of the SWiKen's class materials is strictly prohibited. SWiKen reserves the rights to pursue legal action if necessary.
- 3.2 Students should not disclose and share learning materials in printed, digital or any other format to the third party. All learning materials prepared are under SWiKen's copyright and protected by Hong Kong copyright laws.

4. Privacy Statement

- 4.1 Students' personal data will be used to proceed their application of admission, and for SWiKen's direct marketing, internal analysis and verification. SWiKen may also share students' personal data with other affiliates and related entities of SWiKen.
- 4.2 Students are required to provide the most up-to-date personal information, and they have the right to access and amend their personal data. Students can request to opt out from SWiKen's marketing mailing lists at any time. In all circumstances, data will be treated in strict confidence.

5. Entire Agreement

- 5.1 Students agree on all terms, conditions and policies set out by SWiKen. All terms, conditions and policies are subject to change without notice.
- 5.2 All matters and disputes will be subject to the final decision of SWiKen.

Last updated: 05-Mar-21

QP Module 11 Intensive Course				
Session	Date		Time	Delivery
1	07-JUN-21	Mon	10am-1pm	Classroom*
2			2pm-5pm	
3	09-JUN-21	Wed	10am-1pm	
4			2pm-5pm	

*REMARK: Classes would be held physically in classroom.

QP Module 12 Intensive Course				
Session	Date		Time	Delivery
1	08-JUN-21	Tue	10am-1pm	Classroom*
2			2pm-5pm	
3	10-JUN-21	Thu	10am-1pm	
4			2pm-5pm	

QP Module 13 Intensive Course			
Session	Date		Delivery
1	01-JUN-21	Tue	Online Video
2	04-JUN-21	Fri	
3	08-JUN-21	Tue	
4	11-JUN-21	Fri	

QP Module 14 Intensive Course				
Session	Date		Time	Delivery
1	02-JUN-21	Wed	7pm-10pm	Classroom*
2	03-JUN-21	Thu	7pm-10pm	
3	11-JUN-21	Fri	10am-1pm	
4			2pm-5pm	

*REMARK: Classes would be held physically in classroom.

QP Mock Examination*			
Only students who have enrolled the Mock Examination can sit for this examination.			
Module	Date		Time
M11	29-MAY-21	Sat	9:00am-12:00pm
M12	30-MAY-21	Sun	9:00am-12:00pm
M13	29-MAY-21	Sat	2:30pm-5:30pm
M14	30-MAY-21	Sun	2:30pm-5:30pm

*This timetable might be subject to change though we endeavor to keep the timetable as close as possible.