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## Application Form for Professional Diploma in Nursing (EN to RN Conversion Programme)

### Part I - Personal Particulars

Name : \_\_\_\_\_  
(Surname in English) (Given names in English) (Chinese)

HKID No.: \_\_\_\_\_ Gender: M / F \* Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_  
( dd/mm/yyyy )

Telephone Number: (Home) \_\_\_\_\_ (Mobile) \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: (Chinese) \_\_\_\_\_  
\_\_\_\_\_  
(English) \_\_\_\_\_  
\_\_\_\_\_

### Part II - Academic Qualification *(in chronological order)*

Date (mm/yyyy)		Name of Institution	Qualification Obtained*
From	To		

\*For example, Higher Diploma, Associate Degree etc.

### Part III - Results of Public Examination *(Minimum of 5 subjects must be filled in) (Best results for multiple attempts)*

#### Hong Kong Diploma of Secondary Education

Examination (HKDSE): *(if applicable)*

Year	Subject	Grade
	1. Chinese Language	
	2. English Language	
	3. Mathematics	
	4.	
	5.	

#### Hong Kong Certificate of Education Examination

(HKCEE): *(if applicable)*

Year	Subject	Grade
	1. Chinese Language	
	2. English Language (Syllabus A / B *)	
	3. Mathematics	
	4.	
	5.	

**Hong Kong Advanced Level Examination (HKALE):**

(if applicable)

Year	Subject	Grade
	AS Chinese Language	
	AS Use of English	
	*AS / AL	
	*AS / AL	
	*AS / AL	
	*AS / AL	

**Others:** (if applicable)

Year	Subject	Grade

**Part IV - Health Care Related Work Experience**

(List the information in last 5 years only in chronological order)

Date (mm/yyyy)		Name of Organisation	Rank / Position	Industry	Full-time / Part-time
From	To				

**Length of Work Experience:**

**Full-time:** \_\_\_\_\_ year(s) \_\_\_\_\_ month(s)

**Part-time:** \_\_\_\_\_ year(s) \_\_\_\_\_ month(s)

**Part V – Other Work Experience**

(List the information in last 5 years only in chronological order)

Date (mm/yyyy)		Name of Organisation	Rank / Position	Industry	Full-time / Part-time
From	To				

**Length of Work Experience:**

**Full-time:** \_\_\_\_\_ year(s) \_\_\_\_\_ month(s)

**Part-time:** \_\_\_\_\_ year(s) \_\_\_\_\_ month(s)

**Part VI – Survey on Programme Information**

( Tick if appropriate)

How do you know about this programme?

School of Nursing Website       Newspaper, please specify: \_\_\_\_\_

Friends / Relatives       Others, please specify: \_\_\_\_\_

SON-038-22-3773 (R3)

## Privacy Policy

1. Personal data provided in this form will be used for processing your application for admission, academic, administrative and statistical purposes. Please be assured that any personal information you provided will be kept strictly confidential.
2. After completion of all application procedures, the submitted documents of unsuccessful applicants will be kept for no more than 3 months and will be destroyed.

## Applicant's Declaration

(\* Please delete the inappropriate item(s))

1. I declare that all information provided in this application form is to the best of my knowledge, genuine, accurate and complete.
2. I understand that my application will not be considered if I fail to provide all information and fee as required.
3. I understand that interview will only be arranged for applicants who meet the entry requirements and pass the initial screening.
4. I have not / have\* been convicted of any offense punishable with imprisonment in Hong Kong or elsewhere.
5. There are not / are\* criminal proceedings in progress against me in Hong Kong or elsewhere.
6. I have not / have\* been found guilty of unprofessional conduct in place(s) outside Hong Kong.
7. There are not / are\* professional disciplinary proceedings in progress against me in place(s) outside Hong Kong.

Signature:

Date:

\_\_\_\_\_

\_\_\_\_\_

Full Name:

\_\_\_\_\_

## Important Notes for Professional Diploma in Nursing (EN to RN Conversion Programme)

### Timeframe of Application

1. Application deadline is 7 September 2024 (23:59).
2. Interview process will be completed by the end of September 2024.
3. Successful applicants will be notified individually via email and phone call.

### Enrolment Method

1. **Via online (<https://www.union.org/nursingschool/>)** or **in person**, at School of Nursing, Union Hospital. The application form should be submitted together with the **non-refundable** application fee.
2. If you have any problem submitting your application online, you may complete and submit this application form together with the application fee to: School of Nursing, 21/F Citimark, 28 Yuen Shun Circuit, Shatin, Hong Kong
3. Applications via local mail will **NOT** be entertained.

### Payment Method

1. **Non-refundable** application fee is HKD\$300.
2. Onsite application accepts **EPS** payment **ONLY**.

### General Information

1. Each applicant should submit only **ONE** application. Applicants submitting more than one application will be disqualified with no refund of application fee.
2. You will receive a confirmation email with an application number after payment. Please provide the application number (PDN-EX2024XXXX) for further communication and keep it as evidence of your payment.
3. **DO NOT** send your academic results or other supporting documents unless you have received our further instructions.
4. Applicants will be selected based on qualifications, relevant work experience and interview performance.
5. Academic qualification obtained outside Hong Kong would only be considered as valid if it is proven meeting at equivalent level of local qualification, vetted by Hong Kong Council for Accreditation of Academic and Vocational Qualifications (HKCAAVQ). Applicants are required to provide documentary proof to the School for consideration.
6. Fees and places on programme cannot be transferred from one applicant to another.
7. School of Nursing, Union Hospital reserves the right of final decision of all issues related to the application and selection.