

To: School of Continuing and Professional Studies, The Chinese University of Hong Kong

Date \_\_\_\_\_

**Letter of Authorisation**

I, \_\_\_\_\_ (English Name) \_\_\_\_\_ (Chinese Name),

the undersigned, holder of HKID Card No. \_\_\_\_\_ hereby authorise

\*Mr./Ms. \_\_\_\_\_ holder of HKID Card No. \_\_\_\_\_,

to act on my behalf to pick up and acknowledge receipt of the award certificate of

\_\_\_\_\_ (Programme Name).

Yours faithfully,

Signature \_\_\_\_\_

Mobile No. \_\_\_\_\_

\* Please delete as appropriate.

Note: Student's HKID Card copy and authorised person's HKID Card have to be produced for verification. Identification documents will be returned to the authorised person after checking.

致：香港中文大學專業進修學院

### 授權書

本人 \_\_\_\_\_（香港身份證號碼：\_\_\_\_\_），現授權  
\_\_\_\_\_ \*先生／女士（香港身份證號碼：\_\_\_\_\_）代本人領取及  
簽收 \_\_\_\_\_（課程名稱）的證書。

學員簽署 \_\_\_\_\_

手提電話 \_\_\_\_\_

日期 \_\_\_\_\_

\* 請將不適用者刪去。

註：代領人須出示其身份證正本及學員身份證副本，經核對後即予發還。