

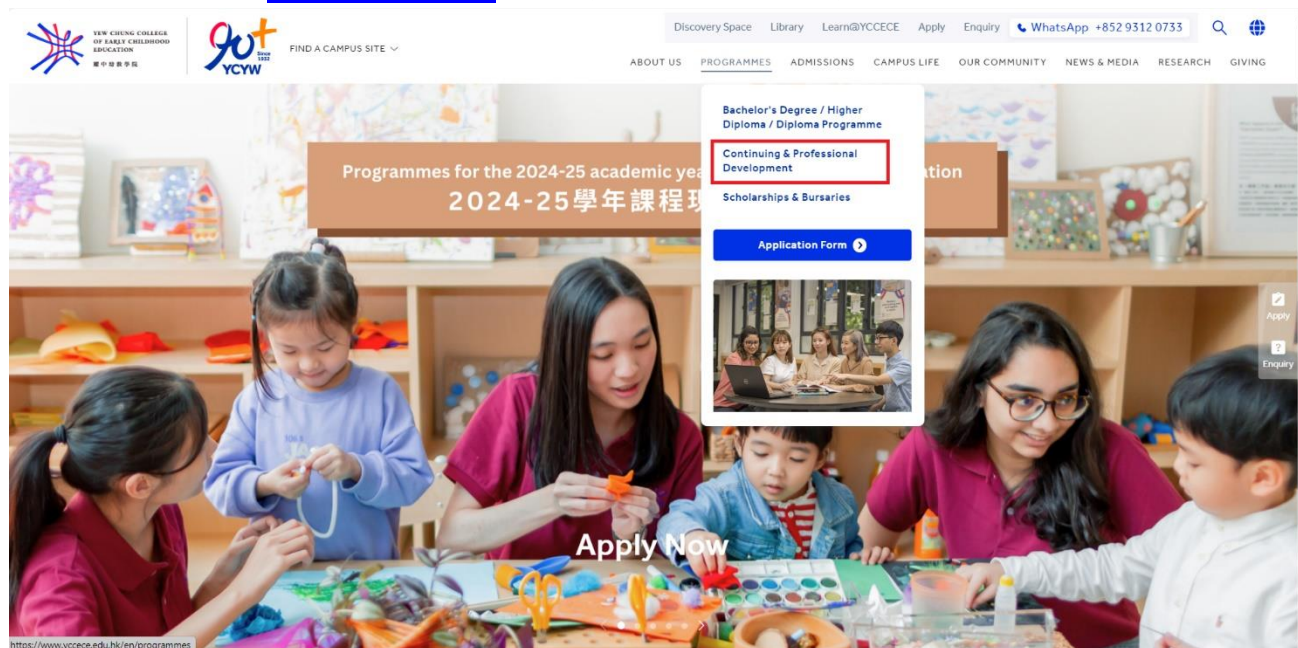
**Applicant's User Guide on submitting a Continuing & Professional Development (CPD) admission application to Yew Chung College of Early Childhood Education (YCCECE)**

**耀中幼教學院（YCCECE）持續專業進修教育（CPD）  
課程入學申請指南**

**Part 1 - Accessing CPD Admission Portal website**

**第一部分 - 前往CPD課程報名網頁**

1. Please make sure your device is connected successfully to the internet.  
請確保您的設備已成功連接至互聯網。
2. Launch a web browser on your desktop or any connecting device.  
在您的電腦桌面或設備上啟動瀏覽器。
3. Access YCCECE's website at [www.yccece.edu.hk](http://www.yccece.edu.hk) and click on "Continuing & Professional Development".  
前往YCCECE的網站 [www.yccece.edu.hk](http://www.yccece.edu.hk)，並點擊「持續專業進修教育」。



4. Select a targeted CPD Programme.

選擇CPD課程。

The screenshot shows the YCW website's 'Continuing & Professional Development' section. The main heading is 'Award-bearing programmes'. Below it, a list of programmes is displayed, with the entire list enclosed in a red rectangular box. The programmes listed are:

- Certification Programmes -
- Certification Course for Kindergarten Principals - 4th Cohort (Chinese) [APPLY NOW] >
- Certification Course for Kindergarten Principals - 5th Cohort (English) [APPLY NOW] >
- Certificate in Child Caregiving - 15th Cohort (English/Chinese) [APPLY NOW] >
- Certificate in Child Rights and Safeguarding - 1st Cohort (English) [APPLY NOW] >
- Professional Diploma in Special Child Care Work – Subject to approval >

Below the list, there is a section for 'Other Programmes' which includes 'Short Courses'.

5. Click on “Application” tab, then click “Online Application”.

點擊「申請」，然後點擊「網上報名」。

The screenshot shows the 'Application' page on the YCW website. A navigation menu at the top contains the following items: Overview, Programme Highlights, Student Sharings, Application (highlighted with a red box), Information Session, and FAQ. Below the navigation menu, the main heading is 'Application'. Underneath, there is a section titled 'Registration Deadline' with the text: 'On or before 2024.09.23 (Monday)' and 'Eligible applicant on a first-come-first-serve basis'. A blue button labeled 'Online Application' with a right-pointing arrow is highlighted with a red box. Below this, there is a section titled 'Acceptance of Offer'.

6. This will take you to the CPD Online Admission Portal. You will see a summary of the procedures of application on this page. Alternatively, you can also enter the CPD Applicant Portal address to access this directly at <https://apply.yccece.edu.hk/cpd/login>.

您將被帶進CPD網上報名網頁。在此頁面上您能看到申請程序概要。您也可以直接輸入網頁鏈接<https://apply.yccece.edu.hk/cpd/login>。

**Procedures Of Application:**  
申請程序：

1. Please read the procedures of application carefully. 請仔細閱讀申請程序。  
對於首次使用該入口網站的用戶，請輸入你的電子郵件地址、香港身分證並設定密碼來註冊。
2. For first-time users (have never used the portal before), please enter your email, HKID and set a password to sign up.
3. For existing applicant, please log in using your email previously used for application and the password. Existing applicants may check the email on the login details that were received previously. 對於現有申請人，請使用你先前用於申請的電子郵件和密碼登入，現有申請人可以檢查先前收到的登入詳細資訊的電子郵件。
4. Upon successfully signup and login, you will be taken to the application form. 在成功註冊並登入後，你將進入申請表。
5. An application fee of HKD120 (if applicable) will be collected online at the end of the application submission. Please prepare a valid Visa/MasterCard for online payment. 提交申請後，將線上收取 HKD120 的申請費 (如適用)，請準備有效的 Visa/Mastercard 用於網上付款。
6. For admission enquiry, please contact YCCE Admissions Office during office hours at 3977 9877 or email at cpd@yccece.edu.hk. 如有任何查詢，請於辦公時間聯繫中幼教學院招生部 3977 9877 或 電郵 cpd@yccece.edu.hk。
7. Office Opening Hours

辦公時間	09.00 to 18.00
Mondays to Fridays	Closed
Weekends and Public Holidays	
星期一至五 上午九時至下午六時	
星期六、星期日及公眾假期休息	

[Personal Information Collection Statement](#)  
收集個人資料聲明

**Continuing & Professional Development (CPD) Admissions Portal**  
持續專業進修教育 (CPD) 入學系統

YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION  
中幼教學院

**Existing Applicant**

Registered Email Address  
testcpd1@gmail.com

Password  
\*\*\*\*\*

**Login 登入**

[Create new account 創建新帳戶](#)  
[Forgot Password | Online Help](#)

7. For first-time user of this portal, you are required to create a new account.  
首次使用此報名網頁的用戶需創建新帳戶。

## Part 2 - Complete New User Registration Process

### 第二部分 - 完成新用戶註冊

1. Click on "Create New Account;" and proceed to the account registration process.

點擊「創建新帳戶」，並繼續註冊帳戶。

The image shows a screenshot of the YCCE Admissions Portal. On the left, there is a 'Procedures Of Application' section with a list of steps in both English and Chinese. Below the list is a table for office opening hours. On the right, there is a login/register interface for 'Existing Applicant' with fields for 'Registered Email Address' and 'Password', a 'Login 登入' button, and a 'Create new account 創建新帳戶' button highlighted with a red box. There are also links for 'Forgot Password | Online Help'.

**Procedures Of Application:**  
申請程序：

1. Please read the procedures of application carefully. 請仔細閱讀申請程序。
2. For first-time users (have never used the portal before), please enter your email, HKID and set a password to sign up. 對於首次使用該入口網站的用戶，請輸入你的電子郵件地址、香港身分證並設定密碼來註冊。
3. For existing applicant, please log in using your email previously used for application and the password. Existing applicants may check the email on the login details that were received previously. 對於現有申請人，請使用你先前用於申請的電子郵件和密碼登入。現有申請人可以檢查先前收到的登入詳細資訊的電子郵件。
4. Upon successfully signup and login, you will be taken to the application form. 在成功註冊並登入後，你將進入申請表
5. An application fee of HKD120 (if applicable) will be collected online at the end of the application submission. Please prepare a valid Visa/MasterCard for online payment. 提交申請後，將線上收取 HKD120 的申請費 (如適用)。請準備有效的 Visa/Mastercard 用於網上付款。
6. For admission enquiry, please contact YCCE Admissions Office during office hours at 3977 9877 or email at cpd@yccece.edu.hk. 如有任何查詢，請於辦公時間聯繫繼中幼教學院招生部 3977 9877 或 電郵 cpd@yccece.edu.hk。
7. Office Opening Hours

辦公時間	
Mondays to Fridays	09:00 to 18:00
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星期一至五 上午九時至下午六時	
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**Continuing & Professional Development (CPD) Admissions Portal**  
持續專業進修教育 (CPD) 入學系統

**YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION**  
繼中幼教學院

**Existing Applicant**

Registered Email Address  
註冊電郵地址

Password  
密碼

**Login 登入**

**Create new account 創建新帳戶**

[Forgot Password | Online Help](#)



2. Complete the required information on this page. Please note that **all mandatory fields are marked with \***. 填寫此頁面上的所需信息。請注意，以\*標記的欄位均為必填項。

### Procedures Of Application:

申請程序：

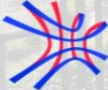
- Please read the procedures of application carefully. 請仔細閱讀申請程序。
- For first-time users (have never used the portal before), please enter your email, HKID and set a password to sign up.  
對於首次使用該入口網站的用戶，請輸入你的電子郵件地址、香港身分證並設定密碼來註冊。
- For existing applicant, please log in using your email previously used for application and the password. Existing applicants may check the email on the login details that were received previously. 對於現有申請人，請使用你先前用於申請的電子郵件和密碼登入。現有申請人可以檢查先前收到的登入詳細資訊的電子郵件。
- Upon successfully signup and login, you will be taken to the application form.  
在成功註冊並登入後，你將進入申請表。
- An application fee of HKD120 (if applicable) will be collected online at the end of the application submission. Please prepare a valid Visa/MasterCard for online payment. 提交申請後，將線上收取 HKD120 的申請費 (如適用)。請準備有效的Visa/Mastercard用於網上付款。
- For admission enquiry, please contact YCCE Admissions Office during office hours at 3977 9877 or email at cpd@ycce.edu.hk. 如有任何查詢，請於辦公時間聯繫耀中幼教學院招生部 3977 9877或 電郵 cpd@ycce.edu.hk。

7. Office Opening Hours

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**Continuing & Professional Development (CPD) Admissions Portal**  
持續專業進修教育 (CPD) 入學系統



**YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION**  
耀中幼教學院

**First-time User**

Email Address\*

  
This e-mail address would be used as the Login ID.

HKID/Passport\*

Password\*

  
☞ Minimum of 6 and maximum of 14 characters in length. Include at least one number and a special character (~!@#%&\*()[]+{<=>?\_)

Retype Password\*

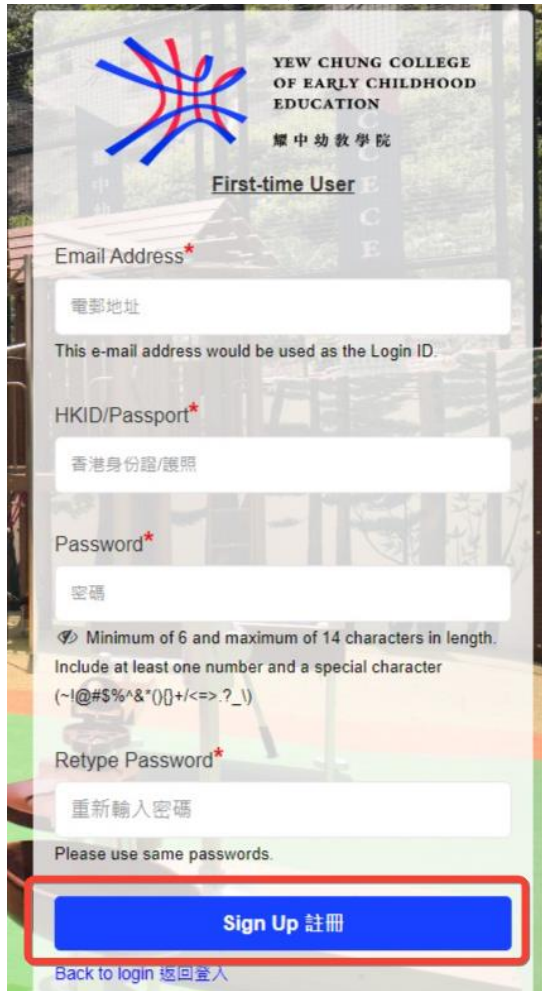
  
Please use same passwords.

**Sign Up 註冊**

[Back to login 返回登入](#)

3. Once you have checked the completed details. Click “Sign Up”. After the sign-up, the system will take you directly to the Application Form and there is no need to perform a login process with this new account.

檢查已輸入的資料後，點擊「註冊」。系統將直接帶您進入申請表格而無需再次登入。



The image shows a registration form for Yew Chung College of Early Childhood Education. At the top left is the college's logo, a stylized red and blue figure. To the right of the logo is the text: "YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION" and "耀中幼教學院". Below this is the heading "First-time User". The form contains several input fields: "Email Address\*" with a sub-label "電郵地址", "HKID/Passport\*" with a sub-label "香港身份證/護照", "Password\*" with a sub-label "密碼", and "Retype Password\*" with a sub-label "重新輸入密碼". Below the password field, there are instructions: "Minimum of 6 and maximum of 14 characters in length. Include at least one number and a special character (~!@#\$%^&\*()\_+<=>.?\_)" and a note "Please use same passwords." At the bottom, there is a blue button labeled "Sign Up 註冊" which is highlighted with a red border. Below the button is a link "Back to login 返回登入".

### Part 3 – Returning applicant and logging-in with your registered account

1. For existing applicant, you need to perform a login step with your registered account if you are resuming an incomplete application or wish to submit another CPD application. Back to the CPD Admission portal login page at (<https://apply.yccece.edu.hk/cpd/login>), locate the login window on the right side of the screen.

對已有帳戶的申請人，如果您要繼續填寫未完成的CPD課程申請或希望提交另一份CPD課程申請，您需要使用您已註冊的帳戶在 <https://apply.yccece.edu.hk/cpd/login> 登入。

**Procedures Of Application:**  
申請程序：

1. Please read the procedures of application carefully. 請仔細閱讀申請程序。
2. For first-time users (have never used the portal before), please enter your email, HKID and set a password to sign up. 對於首次使用該入口網站的用戶，請輸入你的電子郵件地址、香港身分證並設定密碼來註冊。
3. For existing applicant, please log in using your email previously used for application and the password. Existing applicants may check the email on the login details that were received previously. 對於現有申請人，請使用你先前用於申請的電子郵件和密碼登入。現有申請人可以檢查先前收到的登入詳細資訊的電子郵件。
4. Upon successfully signup and login, you will be taken to the application form. 在成功註冊並登入後，你將進入申請表。
5. An application fee of HKD120 (if applicable) will be collected online at the end of the application submission. Please prepare a valid Visa/MasterCard for online payment. 提交申請後，將線上收取 HKD120 的申請費 (如適用)。請準備有效的 Visa/Mastercard 用於網上付款。
6. For admission enquiry, please contact YCCE Admissions Office during office hours at 3977 9877 or email at [cpd@yccece.edu.hk](mailto:cpd@yccece.edu.hk). 如有任何查詢，請於辦公時間聯繫中幼教學院招生部 3977 9877 或 電郵 [cpd@yccece.edu.hk](mailto:cpd@yccece.edu.hk)。
7. Office Opening Hours

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星期一至五 上午九時至下午六時	
星期六、星期日及公眾假期休息	

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**Continuing & Professional Development (CPD) Admissions Portal**  
持續專業進修教育 (CPD) 入學系統

**YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION**  
耀中幼教學院

**Existing Applicant**

Registered Email Address  
註冊電郵地址

Password  
密碼

**Login 登入**

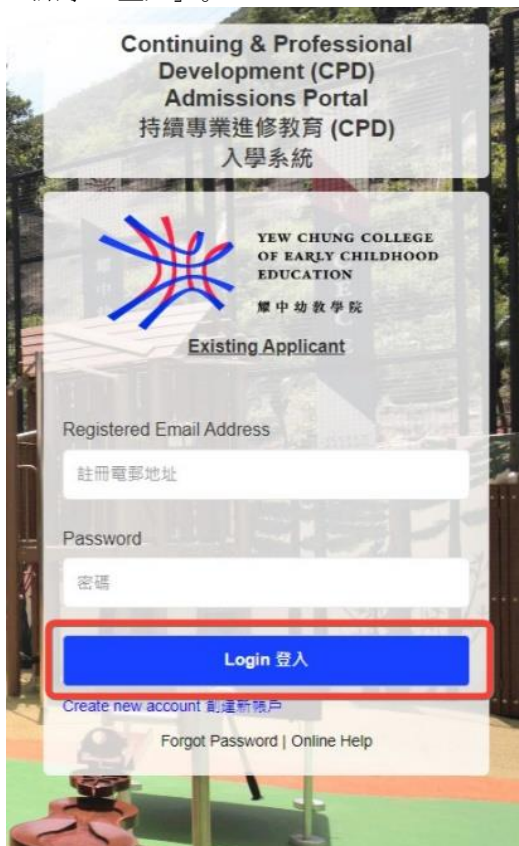
[Create new account 創建新帳戶](#)  
[Forgot Password | Online Help](#)

2. Sign in using your registered account. Please **enter your registered email address in full** and please **use the same password as the one you have chosen during the account registration process**. If you have forgotten the password that has been set, please use the “Forgot Password Function”.

使用您的已註冊帳戶登入。**輸入您已註冊電子郵件地址**，**並使用您在帳戶註冊過程中所輸入的密碼**。如果您忘記密碼，請使用「忘記密碼」功能。

3. Click on “Login”.

點擊「登入」。



The image shows a login interface for the Continuing & Professional Development (CPD) Admissions Portal. The header includes the text "Continuing & Professional Development (CPD) Admissions Portal" and its Chinese equivalent "持續專業進修教育 (CPD) 入學系統". Below this is the logo of Yew Chung College of Early Childhood Education, with the text "YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION" and "耀中幼教學院". The page is for "Existing Applicant" and features two input fields: "Registered Email Address" (with Chinese text "註冊電郵地址") and "Password" (with Chinese text "密碼"). A blue "Login 登入" button is highlighted with a red border. At the bottom, there are links for "Create new account 創建新帳戶" and "Forgot Password | Online Help".



4. You are now on the portal dashboard. The dashboard is divided into 4 main sections:

- A. Notification
- B. My Application
- C. Application History
- D. Payment and contact information

您現在位於申請概覽。申請概覽分為4個主要部分：

- A. 通知
- B. 我的申請
- C. 申請紀錄
- D. 付款和聯絡訊息

The screenshot shows the YCCCECE portal dashboard. At the top left, there is a 'Create Application' button. Below it is a 'MESSAGES' section with a notification icon and the number '1'. The main content area is divided into four sections:

- My Application 我的申請 (B):** A form with fields for 'Year of Entry 入學年份', 'Programme Category 課程類別', 'Programme Choice 課程選項', 'Application No. 申請編號', 'Intake Choice 班別選項', and 'Last Updated On 上次更新時間'. A 'Create New Application 創建新申請' button is at the bottom.
- Year of Entry 入學年份:** A dropdown menu showing '2023' and a 'Show Application 顯示申請' button.
- Application History 申請紀錄 (C):** A table with columns: S.No. 序號, Year of Entry 入學年份, Programme Category 課程類別, Programme Choice 課程選項, Intake Choice 班別選項, Application No. 申請編號, Last Updated On 上次更新時間, Application Status 申請狀態, and Action 動作.
- Payment and contact information (D):** A section with a 'Note' about payment methods, bank details for Hang Seng Bank Ltd, and contact information for the Admissions Office.

5. To begin your application process, click on "Create New Application".

要開始申請課程，點擊「創建新申請」。

This is a close-up of the 'My Application 我的申請' section from the dashboard. It shows the same form fields as in the previous screenshot. A red arrow points to the 'Create New Application 創建新申請' button at the bottom left of the form.

6. Select “Year of Entry”, “Programme Category” and “Programme Choice”.

The system will automatically **highlight your chosen Intake to Red** when you do a mouse over the selected button.

選擇「入學年份」、「課程類別」和「課程選項」。

當您的鼠標停留在所選按鈕上，系統將自動把它標示為紅色。

**Programme Choices 課程選擇**

Before you select your application form, please read through [Application Notes](#) for important information on preparing your application.  
選擇申請表之前，請通讀 [申請須知](#)，以獲取有關準備申請的重要信息。

**Year of Entry 入學年份**  
2024

**Programme Category 課程類別**  
Certificate Programme 證書課程

**Programme Choice 課程選項**  
Certification Course for Kindergarten Principals(CCKP) 幼稚園校長證書課程

**Mar 2024 Intake (English) 2024年3月班別 (英語)**

**Apr 2024 Intake (Cantonese) 2024年4月班別 (廣東話)**

Show Application 顯示申請

## 7. Complete the section required on the application form.

完成申請表上所需填寫的部分。

The screenshot shows the 'Create Application' form for the New China College of Early Childhood Education. The navigation bar at the top includes: Programme Choice, Personal Details, Education Details, Academic Result, Professional Qualification, Additional Information, Documents Upload, and Submit Application. The 'Programme Choice' section is highlighted with a red box. Below the navigation bar, there is a note: 'Note 注意: Please complete all fields in English unless otherwise specified. All fields marked with an asterisk (\*) are required. 除非另有說明, 否則請用英文填寫所有欄位。所有標有星號 (\*) 的欄位均為必填項。' There are three buttons: 'Save & Next 儲存並下一步', 'Save as Draft 儲存為草稿', and 'Cancel 刪除'. The form fields include: 'Name 名稱' (Programme 課程: Certification Course for Kindergarten Principals CCKP 幼稚園校長證書課程), 'Year Of Entry 入學年份', 'Application No. 申請編號' (Not yet generated), 'Programme Category 課程類別' (Certificate Programme 證書課程), 'Programme Choice 課程選項' (Certification Course for Kindergarten Principals CCKP 幼稚園校長證書課程), and 'Intake Choice 班別選項' (Mar 2024 Intake (English) 2024年3月班別 (英語)).

8. The different sections to complete are marked on the top of the screen. Please note that **all mandatory fields are marked with \***. If you have missed entering any of the mandatory fields, the system will not let you pass to the next screen. You will be asked to fill in the required information.

需要完成的部分已在網頁頂部標示。請注意，所有必填項均以\*標記。如果您遺漏了任何必填項，系統將不允許您進入下一部份，並要求填寫所需信息。

The screenshot shows a form field for 'Surname (As On HKID Card Or Passport) 姓氏 (與香港身份証或護照相同) \*'. The field is empty and has a red border. Below the field, there is a message: 'Please fill valid input value in field.'

9. Click "Save & Next" to move to the next section and complete the next section. Repeat this step until you have reached the last section. At any time, when you click "Cancel", this will take you back to the dashboard and the system will not save the last information that you have entered.

點擊「儲存並下一步」來移至下一部份。重複此步驟，直到最後部分。當您點擊「刪除」時，系統將把您帶回申請概覽，您最後輸入的信息將不被儲存。

10. If you have only completed part of this application and need to work on this later, you may save what you have entered by clicking “Save as Draft”. The menu bar would then change to “Resume Application” and the completion percentage will be displayed on the dashboard.

如果您只填寫了部分資料並需要稍後填寫，您可以點擊「儲存為草稿」來儲存您已輸入的信息。功能菜單將顯示「恢復申請」，申請完成百分比將顯示在申請概覽。

YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION

MESSAGES 1 More info

Resume Application

Application In Progress 申請進行中

Year of Entry 入學年份 2024	Programme Category 課程類別 Certificate Programme	Programme Choice 課程選項 Certification Course for Kindergarten Principals
Application No. 申請編號 -	Intake Choice 班別選項 Mar 2024 Intake (English)	Last Updated On 上次更新時間 03-04-2024 02:19:47 PM

Application Status 申請狀態  
Incomplete (24%)

View Application 查看申請 Resume Application 恢復申請

New Application 新申請

Year of Entry 入學年份 -	Programme Category 課程類別 -	Programme Choice 課程選項 -
Application No. 申請編號 -	Intake Choice 班別選項 -	Last Updated On 上次更新時間 -



More information on specific screens  
更多填寫特定申請頁面的資訊

Academic Result – Use the + button to help you add more exam subjects.

學術成績 - 點擊+來添加更多考試科目。

YEW CHUNG COLLEGE OF EARLY CHILDHOOD EDUCATION

Welcome testpp2@ycccece.edu.hk

Resume Application

Programme Choice > Personal Details > Education Details > **Academic Result** > Professional Qualification > Additional Information > Documents Upload > Submit Application

Note: 注意: Please complete all fields in English unless otherwise specified. All fields marked with an asterisk (\*) are required. 除非另有說明, 否則請用英文填寫所有欄位。所有帶有星號 (\*) 的欄位均為必填項。

Save & Next 儲存並下一步 Save as Draft 儲存為草稿 Previous 上一步 Cancel 取消

Name 名稱 eE Year Of Entry 入學年份 2024  
Programme 課程 Certification Course for Kindergarten Principals CCKP 幼稚園校長證書課程 Application No. 申請編號 Not yet generated

Public Examination(s) Result 公開考試成績

Public Examination Result 公開考試成績 1 Year Taken 考試年份  
--Please Select-- YYYY

Subject Taken 考試科目

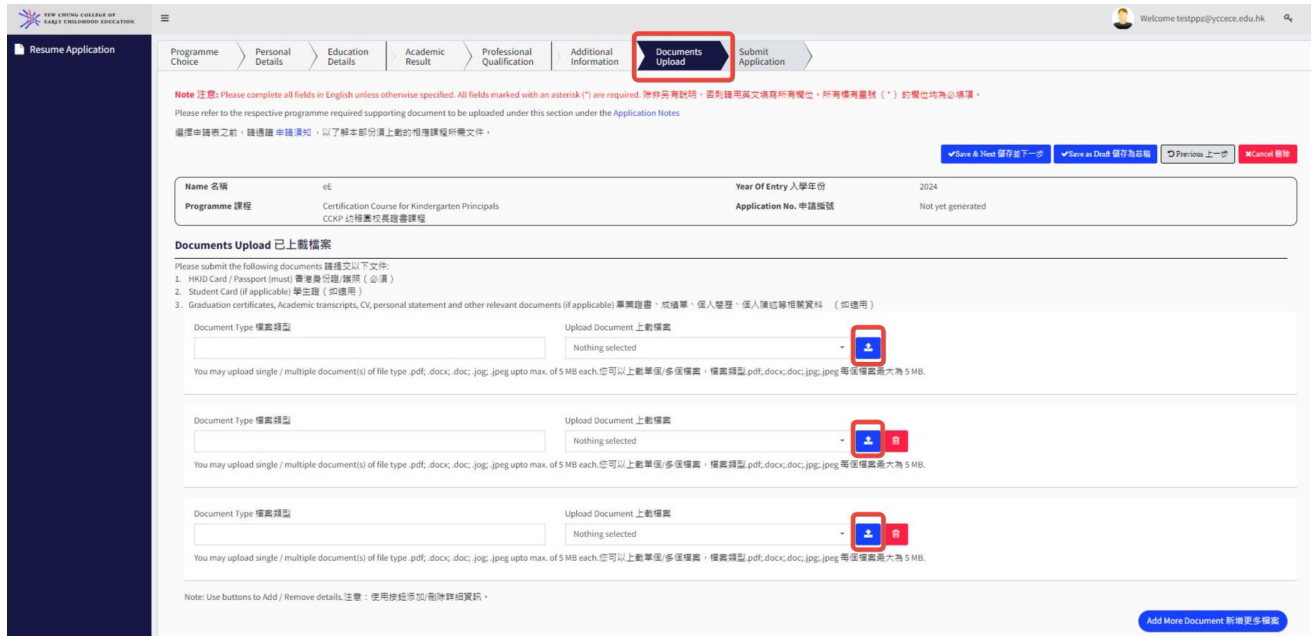
Subject 科目	Results / Grades / Level Obtained 成績/等級/級別	Add 新增 / Remove 刪除
		+ -
--Please Select--	--Please Select--	+ -
--Please Select--	--Please Select--	+ -

Note: Use buttons on the top left to Add / Remove education details. 注意: 使用左上角的按鈕添加/刪除教育詳情。

Add Another Result 新增/其他成績 Remove Result 刪除成績

Documents Upload – Click on the icon  to upload document to relevant document type section.

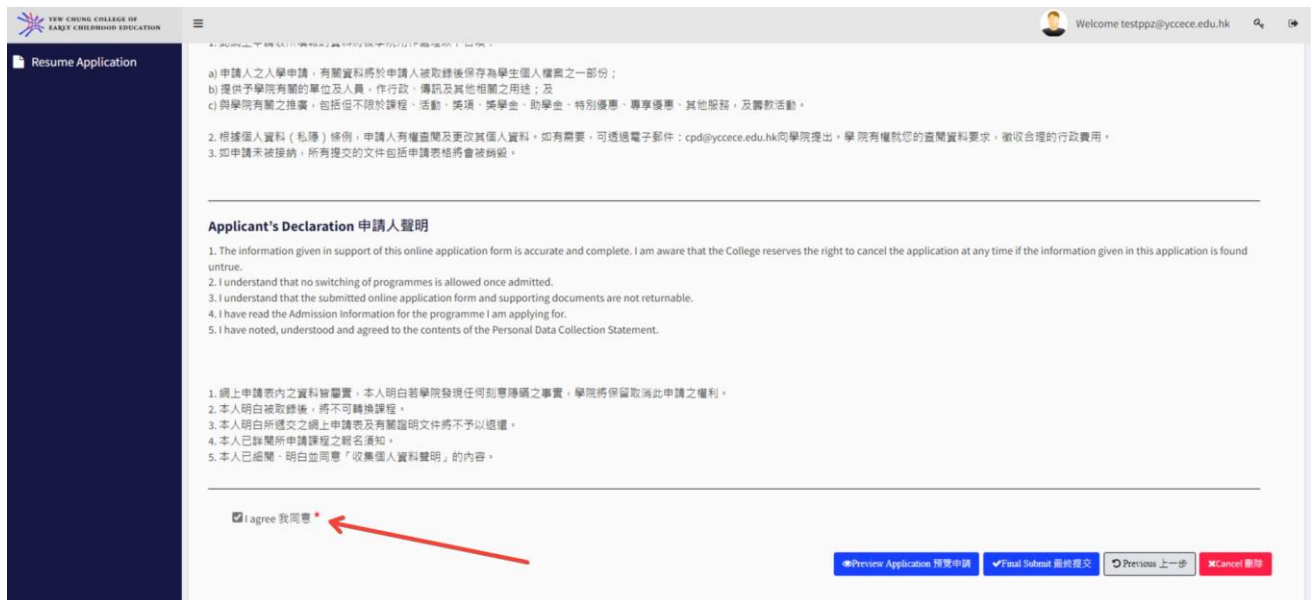
上載文件 - 點擊圖標  把文件上載至相關文件種類。



The screenshot shows the 'Documents Upload' section of the application form. At the top, there is a navigation bar with tabs for 'Programme Choice', 'Personal Details', 'Education Details', 'Academic Result', 'Professional Qualification', 'Additional Information', and 'Documents Upload' (which is highlighted). Below the navigation bar, there is a 'Note' in English and Chinese, followed by instructions on how to upload documents. A table shows the user's details: Name (eE), Year of Entry (2024), Programme (Certification Course for Kindergarten Principals), and Application No. (Not yet generated). Below the table, there are three 'Documents Upload' sections, each with a 'Document Type' dropdown, an 'Upload Document' button, and a file selection area. A red box highlights the 'Upload Document' button in the first section. At the bottom right, there is a blue button labeled 'Add More Document'.

Submit application – Read and click “I agree” to proceed. Click “Final Submit”.

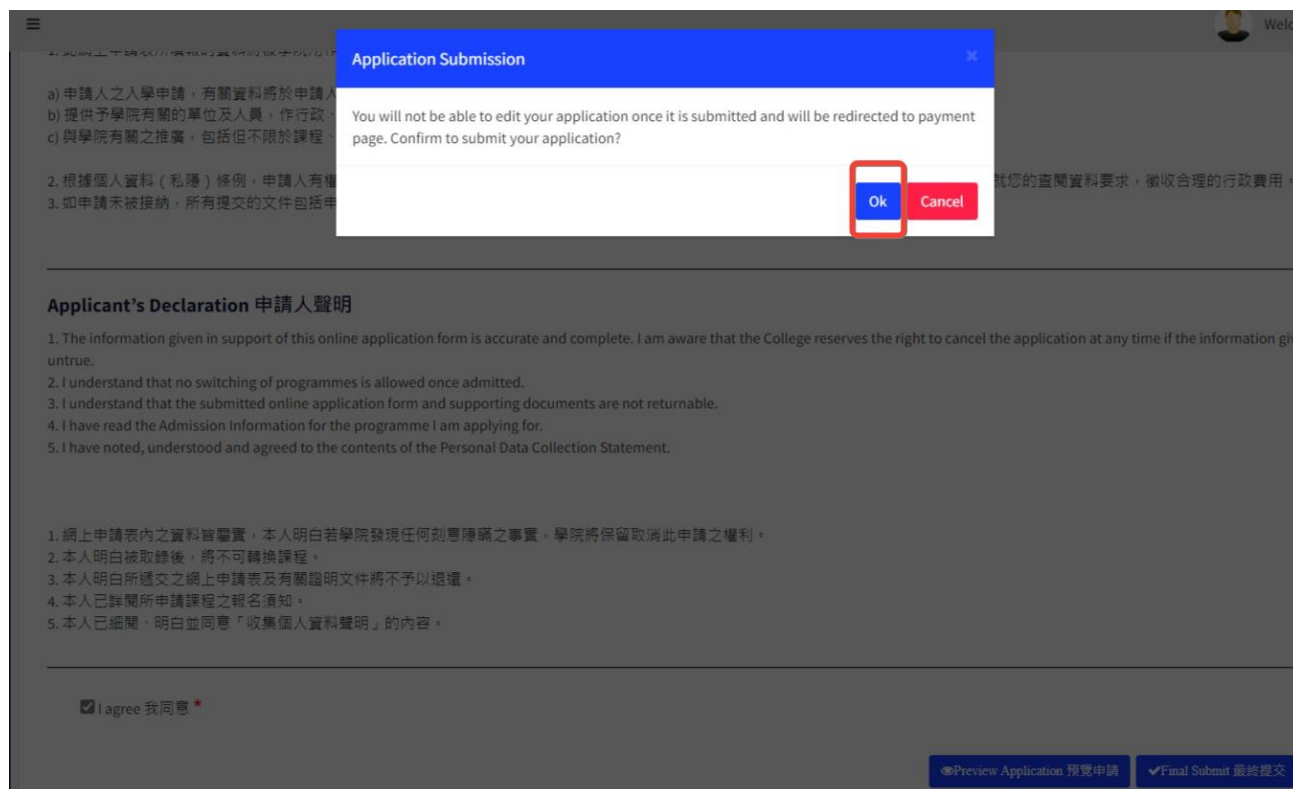
提交申請 - 閱讀並點擊「我同意」以繼續。點擊「最終提交」。



The screenshot shows the 'Applicant's Declaration' section of the application form. It contains a list of terms and conditions in English and Chinese. Below the list, there is a checkbox labeled 'I agree 我同意' with a red arrow pointing to it. At the bottom right, there are four buttons: 'Preview Application 預覽申請', 'Final Submit 最終提交', 'Previous 上一步', and 'Cancel 刪除'.

Click "Ok" to proceed to the payment screen of Application Fee.

點擊「確定」來進入申請費付款頁。



The screenshot shows a web application interface with a modal dialog box titled "Application Submission". The dialog box contains the following text:

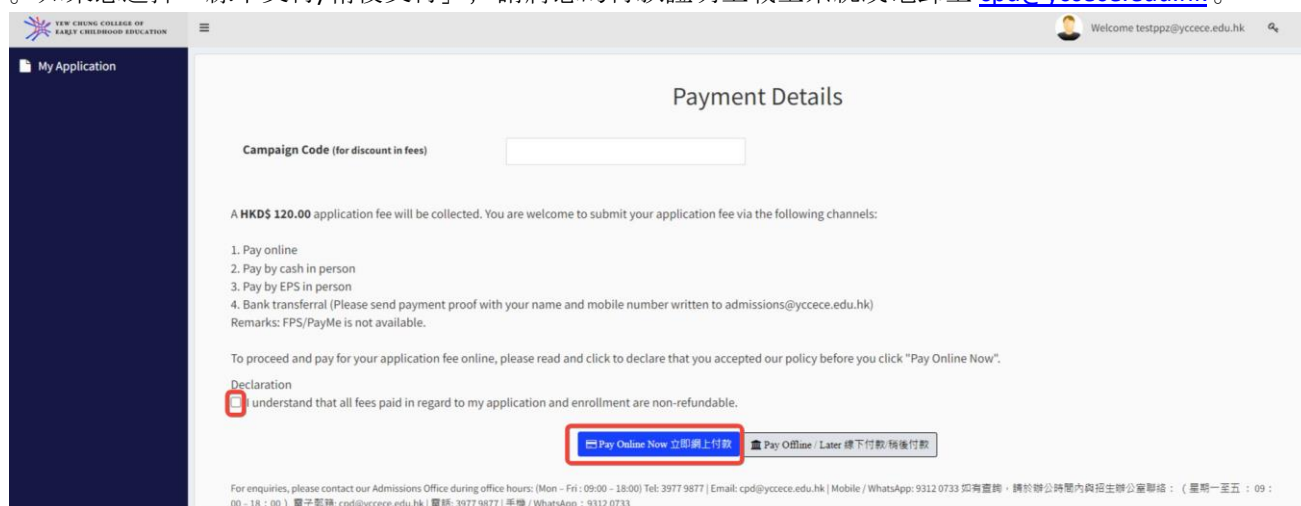
You will not be able to edit your application once it is submitted and will be redirected to payment page. Confirm to submit your application?

Below the text are two buttons: "Ok" (highlighted with a red box) and "Cancel".

In the background, the main application page is visible, showing a list of instructions in Chinese and an "Applicant's Declaration" section with several numbered points. At the bottom right of the page, there are two buttons: "Preview Application 預覽申請" and "Final Submit 最終提交".

On the Application Fee payment details screen, check on the declaration box and choose your payment mode. Online payment can be made by Visa or MasterCard. If you choose "Pay Offline / Later" option, please upload your payment proof in the Portal, or email it to CPD Admissions Office at [cpd@yccce.edu.hk](mailto:cpd@yccce.edu.hk).

在申請費付款頁，勾選「明白聲明」並選擇您的付款方式。網上付款可以通過Visa或MasterCard進行。如果您選擇「線下支付/稍後支付」，請將您的付款證明上載至系統或電郵至 [cpd@yccce.edu.hk](mailto:cpd@yccce.edu.hk)。



The screenshot shows the "Payment Details" screen of the application portal. The page includes the following elements:

- A "Campaign Code (for discount in fees)" input field.
- A notice: "A HKD\$ 120.00 application fee will be collected. You are welcome to submit your application fee via the following channels:"
- A list of payment options:
  1. Pay online
  2. Pay by cash in person
  3. Pay by EPS in person
  4. Bank transfer (Please send payment proof with your name and mobile number written to admissions@yccce.edu.hk)Remarks: FPS/PayMe is not available.
- A declaration section with a checkbox and text: "I understand that all fees paid in regard to my application and enrollment are non-refundable." The checkbox is checked and highlighted with a red box.
- Two buttons at the bottom: "Pay Online Now 立即網上付款" (highlighted with a red box) and "Pay Offline / Later 線下付款 稍後付款".
- Contact information for the Admissions Office at the bottom.

Pay Online Now option – Enter credit card details and click “Pay Now”. For any successful online payment, a copy of Application Fee payment receipt will be available on the dashboard.

立即網上付款選項 - 輸入信用卡詳細資料並點擊「立即付款」。對於成功的網上付款，申請概覽將提供申請費付款收據副本。

**YCCECE**  
Secure payment

Card number \*

Expiry month \* Expiry year \*  
MM  YY

Cardholder name \*

Security code \*  
 3 digits on back of your card

**Billing address**

Street 1

Street 2

City  State / Province

Postcode / Zipcode  Country

**Order details**

Application Fee

**TOTAL HKD: \$300.00**

The next screen you see may be payment card verification through your card issuer.

[Cancel](#) [Pay now](#)

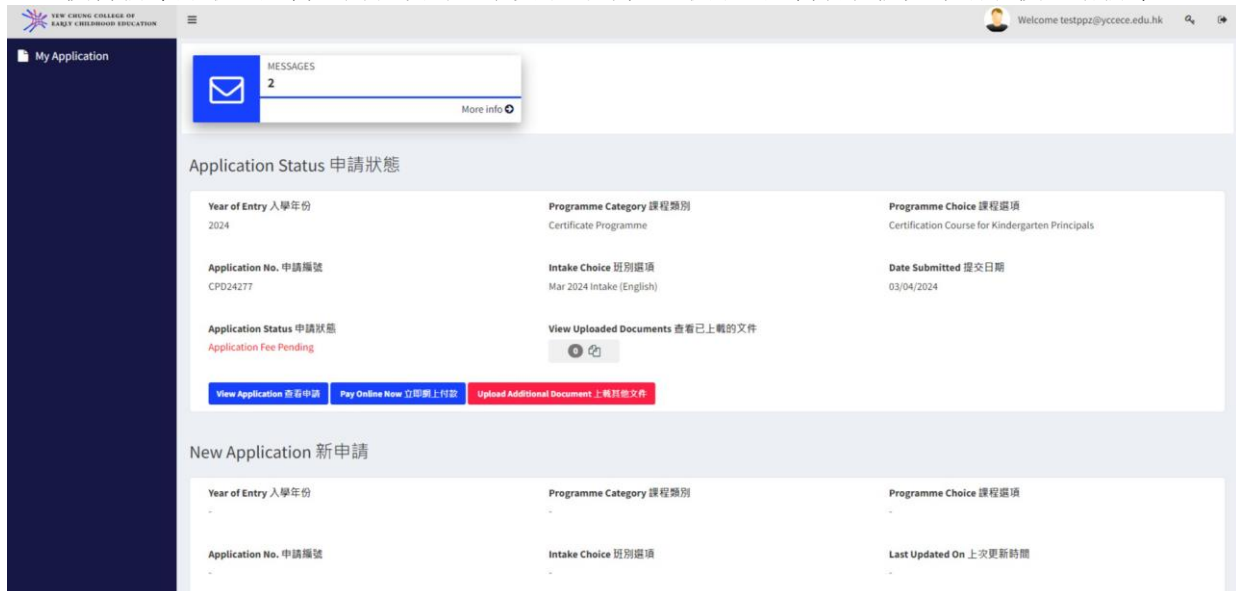
Pay Offline Later option – will take you back to the dashboard.

線下付款/稍後付款選項 - 系統將帶您回到申請概覽。



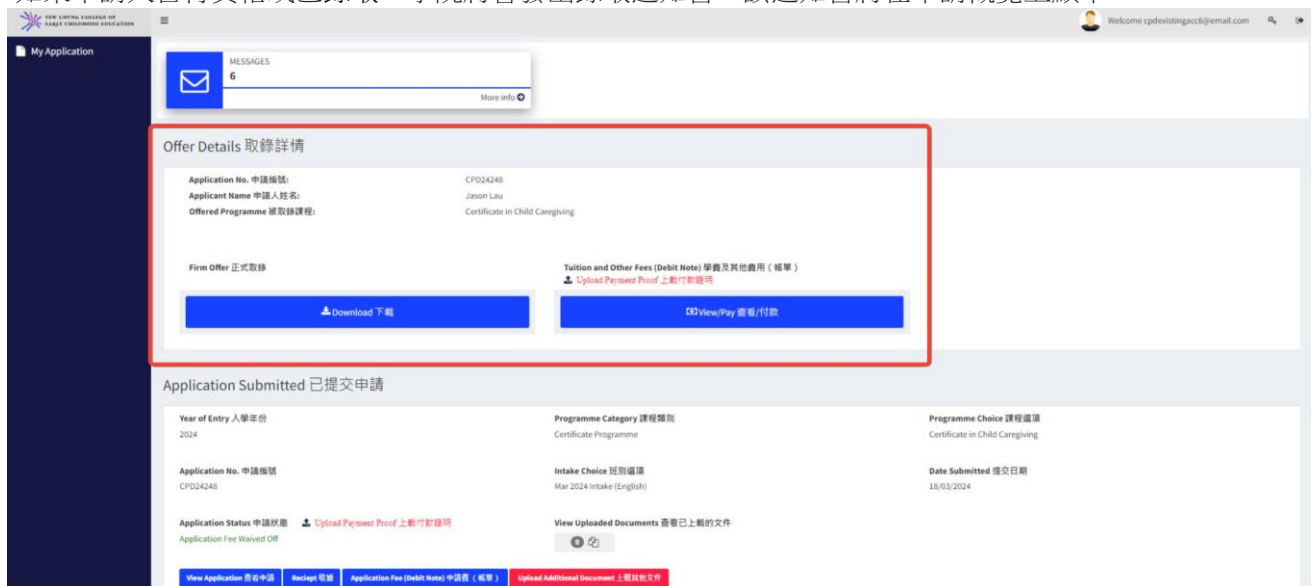
For some CPD Programmes with specific entry requirements such as working experience, age etc, the acceptance to this programme is not automatic and requires approval from the Registry's Office. For other programmes with no entry requirements, the offer letter will be published automatically after submitting application.

對於某些具有特定入學要求的CPD課程，例如工作經驗、年齡等，課程的取錄需經收生部審核，審核通過後會發布錄取通知書。對於沒有入學要求的課程，取錄通知書將在提交申請表後自動發布。



If the Applicant is eligible or has been approved to be enrolled for the applied CPD Programme, an Offer Letter will be issued, and this will be available on the Offer section of the dashboard as per below:

如果申請人符合資格或已錄取，學院將會發出錄取通知書，該通知書將在申請概覽上顯示：



---- End of document ----

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