



香港麻醉科醫學院
THE HONG KONG COLLEGE OF ANAESTHESIOLOGISTS
(Incorporated as a Charitable Organisation with Limited Liability in Hong Kong since 1989)



Basic Sciences Course in Anaesthesiology 2010

REGISTRATION FORM

Name: _____
(Surname) (Given Names)

Current department & hospital: _____

Hospital address: _____

Telephone: _____ E-mail address : _____

Medical qualifications (with dates): _____

Years of training in anaesthesia: _____

Are you a HKCA member: YES / NO

Previous attendance of the Basic Sciences' Course YES / NO

I shall obey the regulations of the course (see overleaf).

Date

Signature of the applicant

Please return the completed application form together with a **cheque** of HK\$1,000 (HK\$2,000 for non-HKCA member) and payable to "The Hong Kong College of Anaesthesiologists" **before 31 December, 2009** to:

Dr. Vincent Ng
Primary Course Co-ordinator
c/o Department of Anaesthesiology & OT services
Queen Elizabeth Hospital
1st Floor, Block D, 30 Gascoigne Road, Kowloon

Notes:

Application Form and information of this Basic Sciences' Course can be downloaded at the HKCA web site (<http://www.hkca.edu.hk>)

No late application will be accepted.

Full refund for applicant whose withdrawal request received by the Course organiser 7 days before the commencement of the Course.

No refund after the Course commences.

An acknowledgment letter and Course schedule will be sent to your hospital listed above after the Course Organiser has received the application form and cheque.

For applicants who has questions about this course, you can contact the Administrative Executive at 28718833 or Dr Vincent Ng at QEH

Regulations for Courses organized by the Hong Kong College of Anaesthesiologists

1. Applicants must apply for the course in writing and paid the course fee before the deadline date.
2. Applications received after the deadline date will be required to extra costs which will be revised from time to time. Currently set at extra 20 % of the course fee.
3. The College has to right to accept or reject any application.
4. Trainee who has not paid and/or unsuccessful applicant is not allowed to sit in at any time during the course. The College reserves the right to charge the unauthorized attendee all or part of the course fee or other appropriate actions.
5. A letter of acceptance will be sent to the successful applicants.
6. Participants must observe the rules and regulations of the course venue.
7. If the applicant withdrew from the course after it started, he/she should inform the course coordinator in writing. His/her vacancy may be given to another unsuccessful applicant. The course fee will not be reimbursed.

For the Revision Tutorial Course:

1. The maximum number of participants is 30.
2. Only applicants whose application form and course fee received before the deadline of application will be considered for selection.
3. If received more than 30 applications, applicants will be selected by the course organizer according to the selection criteria laid down by the HKCA. The selection criteria may be revised from time to time by the Council. The decision of the College is final.

Attendance

1. Participants must sign his/her name on the attendance sheet provided during each attendance. For revision tutorial course, the participant has to sign his/her attendance for each session which may be more than once daily.
2. Participant must sign for himself or herself only.

Certificate of Attendance

A Certificate of Attendance will be issued to the participant on satisfactory attendance of the course.

Participant who has unsatisfactory attendance or has violated the regulations will not be issued the Certificate of Attendance.

January 2009