

To: College Office
HKU SPACE Community College

Authorisation Form

I hereby attach a **printed copy**^{Note 1} of my * ☐ HKID Card / ☐ Passport and authorise the following representative to collect my * ☐ certificate(s) / ☐ transcript(s) on my behalf.

Name of Representative : _____

Representative's Identification Document :

* ☐ HKID Card / ☐ Passport No. _____

My representative understand that he/she would be required to produce his/her HKID card or passport for identification purpose when collecting the said document for me.

I also confirm that my representative shall have the authority to sign for acknowledgement of the receipt of the said document. I understand that I shall be fully responsible for the undelivered, if any, of the said document from my representative.

Signature : _____

Name of Student (in block letters) : _____

* ☐ HKID / ☐ Passport No. : _____

Programme Enrolled : _____

Date : _____

Note 1 – Electronic copy will not be accepted

* Please tick as appropriate.