



Clinical Anaesthesiology Informative Course 2018

APPLICATION FORM

Name: _____
(Surname) (Given Names)

Current department & hospital: _____

Parent hospital: _____

Contact no.: _____ E-mail address: _____

Medical qualifications (with year): _____

Years of training in anaesthesia: _____

Are you an HKCA member: YES / NO

Previous attendance of the Clinical Anaesthesiology Course: YES / NO

Date

Signature

Please email the **completed application form** plus **payment receipt**

(College's HSBC A/C: 558-069381-001; members HK\$2,000 / non-members HK\$4,000)
on or before 2nd October, 2018 to hkcaeducation@hkca.edu.hk

Notes:

1. Information for the Clinical Anaesthesiology Informative Course in Anaesthesiology can be found on the HKCA website (<http://www.hkca.edu.hk>).
2. Full refund if withdrawal made 7 days or more before the course starts. No refund otherwise.
3. Acknowledgment letter and Course schedule will be emailed to successful applicants.
4. Please contact College secretaries at 28718833 or Dr. Jason Lai/ Dr. Wesley Leung at 35066176 for any query.



Regulations for Courses organized by the Hong Kong College of Anaesthesiologists

1. Participants must read the rules and regulations for the course.
2. Applicants must apply for the course and pay the course fee before the deadline date.
3. Extra 20% of course fee will be charged for applications received after the deadline date.
4. Letter of acceptance will be sent to successful applicants.
5. Unsuccessful applicants are not allowed to sit for the course at any time. The College reserves the right to charge the unauthorized participant all or part of the course fee.
6. The College has the right to accept or reject any application.
7. Please notify course coordinators immediately if withdraws from any course, his/her vacancy may be filled up by another unsuccessful applicant. Course fee will not be refunded if withdrawal made less than 7 days before course starts.

For the Revision Tutorial Course:

1. The maximum number of participants is 30.
2. Only those applicants with application forms sent and full course fees paid before the deadline date will be considered for selection.
3. If more than 30 applications received, selections will be made by course coordinators based on the criteria set by the College. The selection criteria may be revised from time to time.

Attendance

1. Participants must sign their names on the attendance sheet provided during each session. For revision tutorial course, participants may have to sign their names more than once daily (e.g. am & pm session)
2. Participant must not sign for the others.

Certificate of Attendance

1. A Certificate of Attendance will be issued to participants with satisfactory attendance for the course.
2. Participant who has violated any regulation will not be issued with such Certificate of Attendance.