

申請報讀駕駛教師複修課程
**APPLICATION FOR
DRIVING INSTRUCTOR REFRESHER COURSE**

請閱讀背頁的各項須知，並以正楷填寫各項資料。請在適當方格加上✓號。

Please read the notes overleaf and complete all items in BLOCK LETTERS. Please enter ✓ in the appropriate box(es).

組別 Group : 1 2 3

姓名 Name : _____ (中文 Chi)

_____ (英文 Eng)

駕駛教師執照號碼 Driving Instructor Licence No. : _____

電話號碼 Telephone No. : _____

電郵地址 Email Address : _____

本人欲報讀私人駕駛教師複修課程，詳情如下：

I would like to enroll in the Private Driving Instructor Refresher Course, the details are as follows:

選擇 Choice	上課日期 - 通用單元 Course Date – Generic Module (dd/mm/yyyy)(日/月/年)	上課日期 - 專屬單元 Course Date – Specific Module (dd/mm/yyyy)(日/月/年)
第 1 選擇 First Choice		
第 2 選擇 Second Choice		

註 Note :

- 申請人須先瀏覽運輸署網頁或致電熱線 (2736 0665) 查詢課程日期。
Applicants should visit the Transport Department's website or call the hotline (2736 0665) to check the course date.
- 申請人須於一個全日或兩個半日完成課程，並必須先完成通用單元才可出席專屬單元。
Applicants are required to complete the course in one full-day or two half-days, and must complete the Generic Module before attending the Specific Module.
- 每班課堂名額有限，額滿即止。申請人建議在需續領私人駕駛教師執照前至少一個月完成修讀課程。
Each class has limited seats. Applicants are advised to complete the course at least one month prior to the renewal of their private driving instructor's licence.

本人已夾附：I have attached:

- 本人的有效私人駕駛教師執照的影印本。
a photocopy of my valid private driving instructor's licence.

申請人簽署 Signature of Applicant :

申請日期 Application Date :

申請須知

所需文件

1. 你的有效私人駕駛教師執照副本。

交回表格

2. 填妥申請表後，請電郵至 pdicourse@td.gov.hk，你亦可親自交至何文田培正道 19 號駕駛事務組。

發出確認信

3. 運輸署會在預約課程後 7 個工作天內向申請人發出確認信（包括告知上課地點）。運輸署會以申請人在運輸署車輛牌照及駕駛執照綜合資料電腦系統內所記錄的通訊地址與他/她聯絡。

查詢

4. 申請人若對上述內容有任何疑問，可致電 2736 0665 查詢。

NOTES OF APPLICATION

Required Documents

1. A photocopy of your valid Private Driving Instructor's licence.

Submission

2. You can submit your application via email to pdicourse@td.gov.hk, or in person to Driving Services Section at 19 Pui Ching Road, Ho Man Tin.

Issue of Confirmation Letter

3. A confirmation letter, including the information of class location, will be sent to the applicant within 7 working days upon appointment. The Transport Department will contact the applicant by using his/her correspondence address available in the Vehicles and Drivers Licensing Integrated Data System.

Enquiries

4. For enquiries, please call 2736 0665.

收集個人資料聲明

收集目的

1. 運輸署會使用透過本表格所獲得的個人資料作下列用途：
 - (a) 辦理有關駕駛教師複修課程的申請；
 - (b) 辦理有關交通及運輸的事務；及
 - (c) 方便運輸署與你聯絡。
2. 你必須提供本表格所要求的個人資料。假如你未能提供所需資料，你的申請可能不獲接納。

獲轉交資料的部門／人士

3. 你透過本表格所提供的個人資料會向下列人士／部門公開：
 - (a) 其他政府部門、決策局及有關機構，以作上述第 1 段所列的用途；及
 - (b) 任何人士，以作上述第 1 段所列的用途。

索閱個人資料

4. 根據個人資料（私隱）條例（第 486 章）第 18 及 22 條及附表 1 第 6 條，你有權索閱及修正你的個人資料。你的索閱權包括獲取透過本表格所提供的個人資料副本一份。

查詢

5. 有關透過本表格收集的個人資料的查詢，包括索閱及修正資料，應寄往：
香港
金鐘道 95 號
統一中心 3 樓
牌照事務組
行政主任／FRT 收啟

PERSONAL INFORMATION COLLECTION STATEMENT

Purposes of Collection

1. The personal data provided by means of this form will be used by Transport Department for the following purposes:
 - (a) activities relating to the processing of your application for driving instructor refresher course;
 - (b) activities relating to traffic and transport matters; and
 - (c) facilitating communication between the Transport Department and yourself.
2. It is obligatory for you to supply the personal data as required by this form. If you fail to supply the required data, your application may be refused.

Classes of Transferees

3. The personal data you provided by means of this form may be disclosed to:
 - (a) other government departments, bureaux and relevant organizations for the purposes mentioned in paragraph 1 above; and
 - (b) any person for the purpose mentioned in paragraph 1 above.

Access to Personal Data

4. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22 and principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance (Cap. 486). Your right of access includes the right to obtain a copy of your personal data provided by this form.

Enquiries

5. Enquiries concerning the personal data collected by means of this form, including the making of access and corrections, should be addressed to:
Executive Officer/FRT
Licensing Section
3/F, United Centre
95 Queensway
Hong Kong