

Eligibility to enrol:

- Professionals employed as registered teachers or permitted teachers in Government, subsidized, grant-in-aid, direct subsidy scheme schools and private schools in Hong Kong, or teachers in those institutions which are exempted from registration under the Education Ordinance, and those (with equivalent qualifications) employed as headmasters or employed as educational workers in the Education Bureau or other organisations in Hong Kong, who are willing to abide by the rules of the union, may join the union as members.
- A member who retires on reaching the statutory retirement age or on account of ill-health and is not fully employed in another trade, industry or occupation, may become an honorary member subject to the decision of the Executive Committee.

Enrollment instructions:

- Please use **BLOCK letters** to fill in this form.
- Annual subscription covers the period **1st September to 31st August** of the next year. **Members who join the union during the course of the year shall have to pay full subscriptions for the year.**
- Membership subscription is **HK\$60** (Honorary member HK\$30/\$10) per annum.
- On receiving the membership card of PTU, the applicant shall be deemed a full member of the year.

The functions and responsibilities of representatives / temporary representatives :

- At the beginning of academic year, help colleagues apply for or renew membership, collect membership subscription fee and afterwards distribute membership cards, and
- Distribute publications (eg. PTU newsletters), circulars and promotion leaflets, as well as put up posters.

Remark: In the bi-annual members' representative election, every member has the right to vote and stand for the election.

Use of personal data collected from this form is restricted to membership processing and other activities considered as in line with the objectives of the union laid out in the PTU Constitution. Data thus collected are kept by the Organization Department of the union. Members have the right to request to check their own data and make changes.

HKPTU is committed to protecting your privacy. Please read the *Guideline on Collection and Use of Personal Data* on our website (www.hkptu.org/policy/personal-data) or on the back page carefully to understand our policies and practices.

Name in English as stated on HKID Card / Passport

Name: _____ Name in Chinese: _____ Sex: _____
 (Surname) (Other names) (if applicable)

Identity Card No.: _____ E-mail _____ Home Tel _____ Mobile Phone No. _____

Home Address: Flat/Room _____ Floor _____ Block _____ I wish to receive HKPTU news via WhatsApp.

Name of Building _____

Name of Estate / Number and Name of Village _____

Number and Name of Street / Lot Number _____

Area and District Name: _____

A B C D E F G H J K L M S T N P Q R
 Central & Western Wan Chai Eastern Southern Yau Tsim Mong Sham Shui Po Kowloon City Wong Tai Sin Kwun Tong Tsuen Wan Tuen Mun Yuen Long Kwai Tsing Islands North Tai Po Sai Kung Shatin

Please put a '√' in the appropriate box :

Employed as : Principal Full-time teacher Part-time teacher Supply teacher Teaching assistant Retired teacher Others: _____

School name and department: _____ **Tel:** _____ **Fax:** _____

School or Office address: _____

Name of employer or school supervisor: _____

Sponsoring body / Supervisory body: _____

Type of school: Nursery Kindergarten Primary Secondary Special Tertiary Others: _____

Finance type: Government Subsidized Grant-in-aid Direct subsidy scheme school Non-profit-making Private

Session: AM PM Whole-day Evening

I, _____, hereby declare that, I work as an education practitioner in the unit I serve. My job title is _____.

I have read and understood the Guideline on Collection and Use of Personal Data. I disagree that HKPTU uses my personal data provided above for direct marketing purposes (e.g. email updates about new welfare services, course information etc).

(For more information about education affairs, labour rights and activities, please visit our website.)

Signature: _____ X

Please "√" if appropriate:

I will choose one of the following ways to pay my membership subscription fee of academic year 2019 - 2020 :

Please tick one box: \$60 / \$30 Honorary member / \$10 Senior Honorary member (reached the age of 70 by 31 August 2020).

1. Pay by mail (Simply send your cheque together with your application form to PTU at 8/F., Good Hope Building, 618 Nathan Road, Mongkok, Kowloon.)

Cheque payable to **Hong Kong Professional Teachers' Union**. (Cheque No.: _____, Bank: _____)

2. Pay in person

PTU Visa Card EPS Cash

Date: _____

Signature: _____ X

[FOR OFFICIAL USE ONLY]

Receipt No. : _____ Received by : _____ Remarks: _____

Information filed by: _____ Date of issue of membership card: _____ Information renewed by: _____

Hong Kong Professional Teachers' Union

Guideline on Collection and Use of Personal Data

Hong Kong Professional Teachers' Union (PTU) undertakes to comply with the requirements of the Personal Data (Privacy) Ordinance to ensure that personal data kept are accurate and securely kept. To ensure you are well informed of the collection and use of personal data by PTU, please read this guideline carefully.

1. Purposes of Collection and Guideline on Use of Personal Data

- a. PTU will use the personal data collected from a data subject for the purposes stated at the time of collection only.
- b. PTU shall, in compliance with the Trade Unions Ordinance and PTU's Constitution, collect sufficient personal data in order to process your PTU membership application.
- c. The provision of your personal data to PTU is voluntary. However, failure to provide sufficient personal data to PTU may result in difficulties in processing your application or providing services to you.
- d. PTU may use your personal data (including name, sex, data of employment unit and appointments held, personal contacts, employment unit's contacts, etc.) for the following purposes:
 - i. handling application, issuing receipt, various notices, researches, and collecting and analyzing opinions;
 - ii. any union affairs and work in compliance with the Trade Unions Ordinance and PTU's Constitution; and
 - iii. regularly delivering news and information of the union, regarding labour rights, the teaching profession, PTU's work and its report, etc., via mail, email or other means of communication.
- e. Upon your request at any time and at no charge, PTU will cease to use your personal data for the purposes listed in 1(d) iii.

2. Access to and Correction of Personal Data

Apart from the exemptions provided under the Personal Data (Privacy) Ordinance, you are entitled to access and correct your personal data held by PTU. However, it will not include the personal data deleted after the achievement of the purpose. The processing fee for the access of your personal data is HK\$3 for each page.

To do so (1(e) or 2), you should make a written request to the following:

Name : Hong Kong Professional Teachers' Union

Address : 7/F., Chung Kiu Commercial Bldg., 51 Shantung Street, Mong Kok, Kowloon

Email : feedback@hkptu.org