

2019-2020 年度中六畢業生：

領取香港中學文憑考試證書

由 2020 年 10 月 22 日至 2020 年 12 月 18 日期間，畢業生可在學校開放時間（星期一至五：上午九時至下午五時）（星期六：上午九時至下午一時），到本校校務處領取香港中學文憑考試證書。畢業生必須攜帶香港身份證正本，以便核實身份。若畢業生未能親自前來領取，可以授權親人代為領取，詳見附件（領取香港中學文憑考試證書授權書）。如有任何問題，請致電 2706 6969 與校務處職員李苑瑩小姐聯絡。

萬鈞匯知中學學校發展部 謹啟

2020 年 10 月 22 日

附件：

領取香港中學文憑考試證書授權書

敬啟者：

本人_____（畢業生姓名），香港身份證號碼_____，
現授權_____（領取證書者姓名），香港身份證號碼_____，
到萬鈞匯知中學校務處領取香港中學文憑考試證書。

注意：領取者必須攜帶畢業生的身份證副本和領取者的身份證正本及副本，
以便核實身份。

此致

萬鈞匯知中學學校發展部

畢業生簽署

年 月 日

22nd October, 2020

Dear F.6 graduates of 2019-2020,

Collection of HKDSE Certificate

Starting from October 22nd 2020 to December 18th 2020, graduates could collect their HKDSE certificates at our general office during office hours (Monday to Friday: 9:00 am to 5:00 pm; Saturday: 9:00 am to 1:00 pm). Graduates must bring along their HKID cards for identification purpose. In case students could not collect their certificates in person, they could authorize their relatives to collect them. Please refer to the appendix for details. (Authorization Letter for Collection of HKDSE certificate)
For any enquiries, please feel free to contact Miss Ashley Li at 2706 6969.

Yours faithfully,

School Development Department

Man Kwan QualiEd College

Appendix:

_____ 2020

Authorization Letter for Collection of HKDSE certificate

To School Development Department of Man Kwan QualiEd College:

I _____ (Name of graduate) with HKID No. _____
hereby authorize *Mr. / Mrs. / Miss / Ms. _____ (Name of
authorized agent) with HKID No. _____ to collect my HKDSE certificate
on my behalf at the general office of Man Kwan QualiEd College.

Note: Authorized agents must bring along a copy of the graduate's HKID card
together with their own HKID card and a copy of it for identification purpose

Signature of Graduate
