

Date: _____

Dear Principal,

Re: Letter of Authorization for the Collection of 2026 HKDSE Certificate

I am a graduate of Class 2026 and am unable to collect the 2026 HKDSE Certificate for the reason stated below. I shall now authorise **one of my parents** to collect the Certificate on my behalf. The details are as follows:

Part A Information of Authorised person

(1) Name of Student: _____ (Class: _____)

(2) Reason for not being able to collect the Certificate (e.g. studying overseas):

(3) Name (in **CAPITAL** letters) of authorised person and Relationship with Student:

_____ (Relationship: _____)

(4) HKID / Passport No. of authorised person (First four alphanumeric characters only):

(5) Contact number of authorised person: _____

Part B Present Status

Please ✓ in the appropriate ☐

(1) ☐ Further study 【Please fill in no. (2) to (4)】 ☐ Employment 【End】

(2) City and Country I am studying in: _____

(3) Level of Study: ☐ Degree ☐ Associate Degree ☐ Higher Diploma ☐ Diploma

☐ Others _____ (please specify)

(4) Name of Institute: _____

(5) Programme: _____

Signature of Authorised Person: _____

Remark: The personal data provided in this form will be used for the purpose of processing this application. All information provided, when no longer required, will be destroyed.